

CHALGROVE PARISH COUNCIL

A **MEETING** of the Parish Council took place in the Chalgrove Village Hall at 7pm, **Thursday 5th December 2024.**

Present:

Cllr. P. Waters, Chair	Cllr. A. Ziemelis
Cllr. J. Russell, Vice-Chair	Cllr. C. Nixey
Cllr. D. Turner, also Dist. Cllr	Cllr. A. Charman
Cllr. A. Pritchard	Cllr. J. Winnard
Cllr. A. Dudley	

Apologies Accepted: n/a

Not present: n/a

Members of the public: 1

218. The minutes of the meeting held 7th November 2024 were amended, approved, and then signed by the Chair; proposed Cllr. Pritchard, seconded Cllr. Waters, agreed by all.

PUBLIC SESSION:

None.

MATTERS ARISING:

219. VANDALISM & ASB:

Anti-Social Behaviour

(a) Reports had been made of young people repeatedly kicking and banging on doors and windows throughout the village, and the Parish Council had placed an article on social media.

(b) Despite requests for further information, including descriptions or video footage, nothing had been received.

220. PARKING ISSUES & SPEED REDUCTION MEASURES:

Speed Indication Device – Mill Lane

(a) The Mill Lane SID had been installed but didn't work. On-site tests were undertaken and it is believed that the batteries and device require fixing.

(b) The full device had been taken off the pole and is now stored at the Parish Council Office.

(c) ElanCity had been asked for advice regarding repair and had sent troubleshooting instructions which will be undertaken as soon as possible.

JM

Extra Poles

(a) Oxfordshire County Council had been asked to install 2 extra poles for the placement of SID devices; on the High Street near the Primary School, and on Monument Road near the zebra crossing.

(b) Cllr. Winnard and the Clerk had undertaken a site assessment, and a location map had been sent to the County Council in order to have the pole locations formally approved.

Parking & Vehicle Complaints

(a) Following concerns from Meadow Brook and Chalgrove Meadows residents over speeding on the B480, the Parish Council funded 2 x ATC surveys, which were undertaken by the County Council.

(b) The results had been received but the Parish Council is yet to receive information on how to decipher them.

JM

Speed Monitoring

(a) Further to our initial registration with the Community Speedwatch scheme, the Parish Council awaits further information from Thames Valley Police.

JM

221. BOTTLE BANK:

(a) It has now been over 18 months since the bottle bank was deemed unfit for use, and the District Council notified the Parish Council that they will remove the bottle bank and make the area good.

(b) At the last meeting the District Council had informed the Parish Council that they had sought a contractor, but that the contractor was worried about damage liability to the edging stones of the car park.

(c) The Parish Council had responded to state that they accept that some kerbstones would be

<p>damaged but that the Parish Council will not accept any liability for any other damage incurred.</p> <p>(d) A letter is to be sent to the District Council escalating this issue.</p> <p>(e) Once a date has been scheduled for the work to be completed, a Parish Council representative will be chosen to be on site.</p>	<p>PW, JM JM</p>
<p>222. SALT SPREADING:</p> <p>(a) Following the County Council's confirmation that contractors require £10M third party liability insurance for salt spreading on the highway, the Parish Council agreed to seek quotations.</p>	<p>CN, JM</p>
<p>223. KEN BATLEY CENTRE:</p> <p>Nothing to report.</p>	
<p>224. WAR MEMORIAL GREEN:</p> <p>(a) At the previous meeting Tony Ace, British Legion member, notified the Parish Council of his intention to step down from undertaking the gardening within the War Memorial Green. He asked that the Parish Council request that the Chalgrove Volunteer Group take over.</p> <p>(b) Paul Boone, Chalgrove Volunteer Group, had been contacted and Cllr. Dudley confirmed that the Chalgrove Wildlife & Conservation Society (CWaCS) would be undertaking the work and organising the rota.</p>	
<p>225. MATTERS UNRESOLVED: Cavaliers FC, Village Archives, Flood Alleviation, British Legion Bench, Meeting Room Projector, Village Hall WiFi, Matthew Marriage Memorial Path & Bench, Chair's Chain, School Crossing Patrol Officer, Standing Orders & Policies, Gray Bench, Car Park Sign, Emergency Planning Storage Container, Village Green Legality, Village Hall Car Park Bollards.</p>	
<p>226. COUNCILLOR VACANCIES:</p> <p>(a) The Parish Council has two vacancies.</p> <p>(b) There have been no further applications.</p> <p>(c) The vacancies will continue to be advertised in the usual way.</p>	<p>JM</p>
<p>227. OUTSTANDING ACTIONS BY OTHER AUTHORITIES:</p> <p><u>SODC</u></p> <p>(a) The Parish Council await results of the planning enforcement report for Chalgrove Meadow.</p> <p>(b) The Parish Council await results of the planning enforcement report for 73 Mill Lane. The property is now for sale. Following correspondence from an adjacent resident, the Parish Council are to write to the District Council requesting that the caravan now be removed from the site.</p> <p>(c) The Parish Council await installation of a new Brinkinfield Road street signage.</p>	<p>PW, JM</p>
<p><u>OCC</u></p> <p>(a) Work is still required on the High Street wall, in two areas. The County Council report that this is not classed as a retaining wall, and they are awaiting information from the County Bridge engineer. Following non-action by the County Council part of the wall had fallen into the brook, since removed by the County Council. A letter is to be sent to the County Council detailing the Parish Council's health and safety concerns.</p>	<p>PW, JM</p>
<p>228. RECREATION COMMITTEE:</p> <p>A meeting had taken place on the 14th November and the minutes of the meeting can be found at APPENDIX A.</p> <p><u>Slippy Sleeper</u></p> <p>(a) The Chalgrove Walking Football Team had previously written with their concerns over the slippery timber sleeper that forms the barrier between the grass and concrete area next to the MUGA.</p> <p>(b) The Parish Council had agreed to purchase and install non-slip decking strips.</p> <p>(c) The strips had been purchased and will be installed by Cllr. Winnard upon delivery.</p>	<p>JW</p>
<p><u>Play Area Repairs</u></p> <p>(a) Ava Recreation had been contracted to undertake several repairs throughout the outdoor facilities.</p> <p>(b) The work will start mid-January.</p>	
<p><u>Skatepark Repairs</u></p> <p>(a) Further to the Committee meeting, the Committee proposed that the Parish Council proceed with works to repair the skatepark at a cost of £24,500 ex VAT. The amount was approved; proposed Cllr. Waters, seconded Cllr. Pritchard, agreed by all.</p> <p>(b) It was agreed by all to set up a working party to look at providing a new facility in the near future.</p>	<p>JM</p>

<p>229. ALLOTMENT COMMITTEE: A meeting had taken place on the 14th November and the minutes of the meeting can be found at APPENDIX B. (a) It was agreed by all to seek quotations to cut back several unused plots across both sites.</p> <p>230. COMMUNICATIONS COMMITTEE: There had been no Committee meeting. <u>Newsletter</u> (a) The draft newsletter is ongoing.</p> <p>231. FINANCE COMMITTEE: (a) The Parish Council are required to meet and review the budget for financial year 2025/2026 in order to submit the precept request. (b) A revised date of Monday 6th January had been scheduled.</p> <p>232. PROJECTS: <u>Parish Office</u> (a) Shredding is required. <u>Sports Pavilion Internal Painting</u> (a) The Parish Council are in discussion with the Cavaliers FC to look at their fixtures in order to find a suitable time to undertake the painting. <u>Sports Pavilion Exterior Painting</u> (a) Work had been completed. <u>High Street Bus Stop – near Parsnips Close</u> (a) The Parish Council await a work date from the contractor. <u>Project ViKTor – Phase 2</u> (a) A meeting is to be held with all contractors on the 6th January to discuss the approved works.</p> <p>233. CHALGROVE NDP: (a) Several changes are to be made to the Design Code, following the public consultation. (b) Following an approved Locality application, AECOM are to implement the required changes.</p> <p>234. SODC LOCAL PLAN & PROPOSED AIRFIELD DEVELOPMENT: Nothing to report.</p> <p>235. CHAL1/10/11 – DEVELOPMENT TO THE WEST OF CHALGROVE (MEADOW BROOK): <u>Site Meeting</u> (a) A site meeting has been requested alongside Places for People to discuss the need for fencing and/or trees to act as a natural barrier between the properties and the B480. (b) A meeting date has not yet been set.</p> <p>236. CHAL7 – DEVELOPMENT TO THE EAST OF CHALGROVE (CHALGROVE MEADOW): Nothing to report.</p> <p>CORRESPONDENCE: 237. <u>Lendrums Fair</u> contacted the Parish Council to request permission to bring their fair back to Chalgrove; 7th September 2025 until 14th September 2025. Permission was granted, agreed by all. 238. <u>Citizens Advice South & Vale</u> wrote to express their gratitude for the Parish Council's donation of £140. 239. <u>The Chalgrove Family Hub</u> wrote to request a donation. A donation of £6500 was approved; proposed Cllr. Waters, seconded Cllr. Russell, agreed by all. <i>Cllr. Turner had registered an interest and took no part in the discussion or decision.</i> 240. <u>Oxfordshire MIND</u> wrote to request a donation. A donation of £140 was approved; proposed Cllr. Ziemelis, seconded Cllr. Charman, agreed by all. 241. <u>The County Council Highways Engagement Team</u> wrote offering a site meeting in order to understand the Parish Council's concerns. A meeting had been scheduled for the 29th January.</p> <p>242. PLANNING APPLICATIONS: (Parish Council decision only): (a) P24/S3537/HH 33 Mill Lane Proposed garage extension and new roof with loft storage OBJECTION, following a majority vote. <i>Cllr. Russell declared an interest, left the room, and took no part in the discussion, vote or decision.</i></p> <p>243. REPORT FROM THE DISTRICT COUNCILLOR: (a) Cllr. Turner reported on riverside parks and pools, electronic food waste collection vehicles, sports and leisure facilities, Council services over the Christmas period, Abbey House Christmas opening times, waste collections,</p>	<p>JM</p> <p>JM</p> <p>ALL</p> <p>JM</p> <p>JM</p> <p>AZ, JR, JM</p> <p>JM</p>
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DEFRA's report on water quality at Wallingford, and the County Council's investment in new gym equipment at South Oxfordshire leisure facilities.

244. REPORT FROM THE COUNTY COUNCILLOR:

No report had been received.

ACCOUNTS:

245. Two cheques had been signed outside of the main Parish Council meetings; 007880 - 007881

246. ACCOUNTS SANCTIONED FOR PAYMENT:

007879	Cancelled cheque	
007880	Brunel Insurance Brokers – CFAG insurance	£1291.03
007887	M Bullen – Youth Centre cleaning & youth work	£296.00
007888	N Kerridge – youth work	£273.00
007889	B Murphy – youth work	£104.00
007890	TRS Cooling – Project ViKToR	£6514.20
007891	JJL Electrical - Project ViKToR	£1046.75
007892	Shield Maintenance – dog waste removal	£371.28
007893	Cancelled cheque	
007894	A&W Grounds – grass cutting	£286.00
007895	Viking – cleaning supplies	£21.48
007896	OCC – speed surveys	£456.00
007897	Castle Water – water supply	£902.06
007898	Countryside Estate Services – groundsman	£1405.95

ANY OTHER BUSINESS:

247. Cllr. Dudley spoke of the need for new trees on the Jubilee Walk. It was agreed by all to undertake an assessment of all trees on the Jubilee Walk and then plant any required replacements.	JM
248. Cllr. Turner noted that the play area gates were not closing automatically. It was clarified that this would be rectified as part of the approved works as detailed earlier in the meeting.	
249. Cllr. Ziemelis asked that the Parish Council chase up the dog waste bin order.	JM
250. Cllr. Russell spoke of work required on Frogmore.	
251. Cllr. Waters spoke about the Parish Council Annual Dinner, and a date was set for the 17 th January.	ALL

The meeting closed at 8.10pm

Signed: Chair

Recreation Committee Meeting – Thursday 14th November 2024

Present: Cllr. P. Waters Cllr. A. Pritchard
Cllr. J. Russell Cllr. C. Nixey

Apologies Accepted: Cllrs. Turner & Charman

Not present: n/a

<p>ROSPA Report</p> <p>(a) The Committee reviewed the ROSOPA report.</p> <p>(b) It was agreed by all that all actions required, besides the skatepark, would be covered by the recently approved Ava Recreation quotation.</p> <p>Skatepark</p> <p><u>Extinguishment Order</u></p> <p>(a) Following issues obtaining a specific site meeting with the ROSPA accredited contractor, the Parish Council had previously agreed to fund a site visit from an established skatepark contractor.</p> <p>(b) The purpose of the site visit is to better understand whether a wall could be installed on the western side of the skatepark, in order to remove the fencing completely on that side, as proposed by a resident as part of the Extinguishment Order consultation.</p> <p>(c) The contractor had highlighted the pros and cons of having green weld mesh fencing on the western side of the skatepark. Whilst other sites have this in place, the wall would reduce activity on one side rendering one section of the skatepark unplayable. There were also concerns regarding how the fencing could be placed flush against the skatepark as there was no clear line.</p> <p><u>Work Required</u></p> <p>(a) Following quotations which gave options to (1) provide basic repairs to surface, (2) provide a full overlay of the surface, and (3) replace with a new skatepark, the Committee propose the following:</p> <ul style="list-style-type: none"> - that the Parish Council proceed with works to repair the skatepark at a cost of £24,500 ex VAT. - set up a working party to look at providing a new facility in the near future. 	
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Allotment Committee Meeting – Thursday 14th November 2024

Present: Cllr. J. Winnard Cllr. C. Nixey
Cllr. P. Waters Cllr. A. Pritchard
Cllr. J. Russell

Apologies Accepted: Cllr. Charman

Not present: n/a

<p>Mill Lane Site Fencing</p> <p>(a) Discussions took place regarding a previously agreed quotation to replace part of the fencing, which required the Parish Council to remove the fencing, and prepare the ground.</p> <p>(b) A proposal was made to site the new fencing in front of the older fencing, approved by the majority following a vote.</p> <p>Mill Lane Formal Complaint</p> <p>(a) A formal complaint had been received against a Mill Lane allotment tenant who had allegedly entered other tenant's plots and removed their produce.</p> <p>(b) Following discussion it was decided that there was not enough evidence at this time, but that a letter would be sent to all tenants remind them of the tenancy agreement.</p> <p>Hedge Trimming</p> <p>(a) Hedge trimming, road-side, quotations are required for both sites.</p> <p>Unused Plots</p> <p>(a) A site meeting is to take place on both sites to ascertain which plots are vacant.</p>	<p>JW, JM</p> <p>JM</p> <p>JM</p> <p>JW, JW</p>
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