

CHALGROVE PARISH COUNCIL

A **MEETING** of the Parish Council took place in the Chalgrove Village Hall at 7pm, **Thursday 6th March 2025.**

Present: 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. Ziemelis

Apologies Accepted: Cllrs. Waters & Dudley

Not present: n/a

Members of the public: None

324. The minutes of the meeting held 6th February 2025 were amended, approved, and then signed by the Vice-Chair; proposed Cllr. Nixey, seconded Cllr. Charman, agreed by all.

<p>PUBLIC SESSION: None</p> <p>MATTERS ARISING: 325. VANDALISM & ASB: (a) Graffiti had been found within the High Street (Crown) bus stop. Suitable products are to be sought to remove the graffiti off the brickwork.</p> <p>326. PARKING ISSUES & SPEED REDUCTION MEASURES: <u>Speed Indication Device – Mill Lane</u> (a) The Mill Lane SID had been installed but didn't work. On-site tests were undertaken and it is believed that the batteries <u>and</u> device require fixing. (b) ElanCity had been asked for advice regarding repair and had sent troubleshooting instructions. (c) The SID has been transported to Langley Field Farm for testing, and Cllr. Nixey provided an update.</p> <p><u>Extra Poles</u> (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. The County Council had responded to state that the locations would not be suitable and that the Parish Council would need to prove that there is a speeding issue. (c) The County Council had offered a 'walk and talk' and a meeting date had been scheduled for the 21st March.</p> <p><u>Parking & Vehicle Complaints</u> (a) Following concerns from Meadow Brook and Chalgrove Meadow residents over speeding on the B480, the Parish Council funded 2 x ATC surveys and the results had been received from the County Council. (b) The Parish Council await information on how to decipher the results.</p> <p><u>Speed Monitoring</u> (a) Further to an initial registration with the Community Speedwatch scheme, the Parish Council awaits further information from Thames Valley Police.</p> <p>327. BOTTLE BANK: (a) It has now been almost 2 years since the bottle bank was deemed unfit for use, and the District Council notified the Parish Council that they would remove the bottle bank and make the area good. (b) The District Council had notified the Parish Council that their contractor had been on site and lifted the bottle bank with no problems, but the contractor was reluctant to remove the outer casing as it would undermine the car park directly adjacent to the bottle bank. (c) The bottle bank subsequently remains in place until the District Council's engineering team draw up plans to ensure everything is structurally sound before further work takes place.</p>	<p>JM</p> <p>CN</p> <p>JW, JM</p> <p>JW, JM</p> <p>JM</p>
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<p>328. FLOOD ALLEVIATION: CFAG (a) Cllr. Russell updated the Parish Council on work undertaken by the Chalgrove Volunteer Group and the continued work alongside the District and County Councils to clear the Frogmore and Hardings ditches and culverts. RTCT Meeting (a) On the 13th February Cllr. Russell and P. Boone met with the River Thame Conservation Society (RTCT) to discuss natural flood management. (b) Representatives from Stadhampton, Cuxham, Watlington and Lewknor Parish Councils had been invited to attend; Stadhampton being the only Parish Council to attend. (c) Following RTCT's proposed plans, the first phase calls for an amount of £5000 split between the Parish Councils. (d) Funding of £1500 towards the initial phase of the project was approved; proposed Cllr. Charman, seconded Cllr. Pritchard, agreed by all. Riparian Owner Letter (a) It was agreed by all to distribute a letter to all known riparian owners, detailing their responsibilities. Flooding (a) It had previously been agreed to draft a survey to understand how many properties have flooded; the survey is to be completed anonymously.</p> <p>329. HIGHWAYS ENGAGEMENT MEETING: (a) The County Council Highways Engagement Team had offered a site meeting in order to understand the Parish Council's concerns. (b) The Parish Council await a date.</p> <p>330. CAVALIERS FC: (a) The Parish Council have been notified that the Cavaliers Chairman, Paul Connelly, has stepped down with immediate effect. (b) A meeting is to take place with the Cavaliers FC Committee to discuss how to move forward with the pitches project and the proposed container.</p> <p>331. MEETING ROOM AV EQUIPMENT: (a) Following the proposal to install audio visual equipment within the James Martin Room, an on-site appointment had been made with a contractor to find the best solution for the room. (b) Following discussion regarding the proposed interactive panel, trolley, and conferencing system, the cost of £4920 ex VAT was approved; proposed Cllr. Winnard, seconded Cllr. Pritchard, agreed by all. (c) The two broken microphones are to be repaired at a cost of £90 ex VAT; proposed Cllr. Winnard, seconded Cllr. Charman, agreed by all.</p> <p>332. CHALGROVE IN NEED CHARITY: (a) The Chalgrove In Need Charity is currently represented by Cllrs. Pritchard and Charman. (b) The charity is in need of a further trustee, and it is the Parish Council's duty to assist with this.</p> <p>333. HARDINGS ALLEYWAY: (a) Cllr. Turner had previously reported that a resident could not get round/under the Hardings alleyway barriers in a wheelchair, and the Parish Council had agreed to check whether the barriers are still within Highways recommended guidelines. (b) The Parish Council await a response from the County Council Highways team.</p> <p>334. MATTERS UNRESOLVED: Village Archives, British Legion Bench, Salt Spreading, 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>335. COUNCILLOR VACANCIES: (a) The Parish Council has two vacancies. (b) There have been no further applications. (c) The vacancies will continue to be advertised in the usual way.</p> <p>336. OUTSTANDING ACTIONS BY OTHER AUTHORITIES: SODC (a) The Brinkinfield Road street sign had been replaced.</p>	<p>JR, JM</p> <p>JR, JM</p> <p>JR, JM</p> <p>JR, JW, JM</p> <p>JW, JM</p>
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(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. The County Council had been chased again. A further letter is to be sent alongside photos.

Lease with Chalgrove Scouts

- ## Insurance

- ## Snagging

- ## Summary

- (a) It is clear that the building is not ready to be used by the public at present, and the Scouts had been informed.

There had been no Committee meeting.

Skatepark Repairs

- (a) The Parish Council had approved costs to repair the skatepark surface.
- (b) The contractor had responded to report that the work is to be scheduled later in the year as warm dry weather is essential to the repair and sealant process.

Jubilee Walk Trees

- (a) An assessment of all trees on the Jubilee Walk is required.

339. FINANCE COMMITTEE:

- (a) The District Council's precept team had advised that, as the Parish Council's requested precept is greater than £140,000, the Parish Council must now publish a breakdown of expenditure and income on their website.
- (b) The required information had been sent to the District Council, distributed to all Councillors, and placed on the Parish Council's website.

340. VE & VJ DAY:

Oak Trees

- (a) The Parish Council had previously agreed to fund and plant 2 oak trees to mark the 80th anniversary of Victory in Europe Day and Victory over Japan Day.
- (b) A contractor had been sought to oversee the purchase and planting of the trees.

Community Event

- (a) The Parish Council discussed the proposal to hold a community tea-party at the Village Hall in August to commemorate VE & VJ day:
- (b) The free event will take place on Sunday 17th August, between 2 and 4pm.
- (c) Decoration, music, beverages and cake are to be organised.

341. PROJECTS/WORK TO BE COMPLETED:

Parish Office

- (a) The first phase of shredding is to be undertaken on the 11th March.
- (b) Quotations are to be sought for the air conditioning / dehumidifier for the archive room for the use of History Group items.
- (c) The Parish Council are to consider the cost of upgrading the archive room, and the associated

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<p>maintenance and running costs, with suggestions made that the facility would need to be hired by the History Group.</p> <p><u>Sports Pavilion Internal Painting</u></p> <p>(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.</p> <p><u>Project ViKTor – Phase 2</u></p> <p>(a) Work will commence on the 3rd March 2025.</p> <p>(b) The Village Hall will be closed to all hirers.</p> <p>(c) Councillors reviewed the updated costs, which all remain within the approved budget.</p> <p>342. CHALGROVE NDP:</p> <p>(a) Several changes were required to the Design Code, following the public consultation.</p> <p>(b) Following an approved Locality application, AECOM implemented the required changes.</p> <p>(c) The final Design Code had been sent to the District Council, distributed to all Councillors, and the NDP Committee await details of the next steps.</p> <p>343. SODC LOCAL PLAN & PROPOSED AIRFIELD DEVELOPMENT:</p> <p>Nothing to report.</p> <p>344. CHAL1/10/11 – DEVELOPMENT TO THE WEST OF CHALGROVE (MEADOW BROOK):</p> <p>Nothing to report.</p> <p>345. CHAL7 – DEVELOPMENT TO THE EAST OF CHALGROVE (CHALGROVE MEADOW):</p> <p>(a) Following an assessment of outstanding work required to be undertaken by Miller Homes on the 18th July 2024, a follow-up assessment is to be undertaken on the 14th March alongside Miller Homes.</p> <p>CORRESPONDENCE:</p> <p>346. <u>Consultation – Charity Collections</u> The District Council wrote with details of a consultation to help shape new rules for charity collections across the district.</p> <p>347. <u>Horticultural Show Quiz</u> The Horticultural Committee wrote to invite the Parish Council to their quiz on the 4th April. A Parish Council team is to be formed.</p> <p>348. <u>District Council Updates</u> The District Council had written with updates on their budget and neighbourhood plans.</p> <p>349. <u>Freedom of Information Request</u> A Monument Road resident had written to request details on how much the Parish Council have spent on the ‘boundary issue at the Rec’. The Parish Council had responded to clarify that there was no boundary dispute; the Restricted Byway on the Recreation Ground came into effect in December 2021. Since then the Parish Council had submitted an Extinguishment Order to the County Council in order to reduce the width of the Restricted Byway in order to protect the future of the skate park. The Parish Council had so far spent £4961.08 ex VAT on matters associated with the implementation of the Restricted Byway, the Extinguishment Order application, and the Parish Council’s subsequent responsibilities; this includes legal advice, tree work, removal of fencing, erection of temporary fencing, and line marking.</p>	<p>JM</p> <p>JM</p> <p>AP, JW, AC</p>
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350. PLANNING APPLICATIONS: (Parish Council decision only):

(Cllr. Turner took no part in the discussion or decision of any planning applications shown below)

None.

351. REPORT FROM THE DISTRICT COUNCILLOR:

(a) Cllr. Turner reported on the new garden waste permit system, renewable energy, grant funding, consultation on charity collections, and local government reorganisation.

352. REPORT FROM THE COUNTY COUNCILLOR:

(b) Cllr. Van Mierlo reported on the budget, local government reorganisation, local elections, rural inequalities, bus services, consultations and grants.

ACCOUNTS:

353. No cheques had been signed outside of the main Parish Council meetings.

354. ACCOUNTS SANCTIONED FOR PAYMENT:

007946	Countryside Estate Services – groundsman	£1370.97
007947	M Bullen – Youth Centre cleaning & youth work	£296.00
007948	N Kerridge – youth work	£468.00
007949	B Murphy – youth work	£104.00
007951	OALC – membership	£720.98

007952	Shield Maintenance – dog waste removal	£185.64
007953	1 st Chalgrove Scouts – donation	£425.00
007954	Devey Tree Care – tree work	£1188.00
007955	SSE – gas supply	1446.23

ANY OTHER BUSINESS:

355. It was agreed to seek costs for boot scrapers.

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356. Cllr. Pritchard noted that the painting of the High Street bus stop (Parsnips Lane) was not sufficient. It was clarified that this would be done again in better weather.

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357. Cllr. Nixey spoke about alternative dog waste bins.

358. Cllr. Winnard noted that the work to the Mill Lane allotment site fencing would start on the 1st April.

359. Cllr. Winnard noted his concerns over the Facebook posts which blamed village issues on 'new builds'. It was requested that the admins of the various village groups monitor the posts.

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The meeting closed at 8.29pm

Signed: Chair