

CHALGROVE PARISH COUNCIL

A MEETING of the Parish Council took place in the Chalgrove Village Hall at 7pm, **Thursday 2nd July 2026.**

Present:	Cllr. P. Waters, Chair	Cllr. J. Russell, Vice-Chair
	Cllr. C. Nixey	Cllr. A. Charman
	Cllr. A. Pritchard	Cllr. A. Dudley
	Cllr. A. Kolade	Cllr. T. Custance

Apologies Accepted: Cllrs. Ziemelis, Turner & Winnard

Not present: n/a

Members of the public: None

72. The minutes of the meeting held 5th June were amended, approved and then signed by the Chair; proposed Cllr. Pritchard, seconded Cllr. Russell, agreed by all.

PUBLIC SESSION:

None

MATTERS ARISING:

73. VANDALISM & ASB:

Graffiti

(a) Work continues to remove graffiti from the Recreation Grounds and throughout the village.

74. PARKING ISSUES & SPEED REDUCTION MEASURES:

Additional SID Pole on High Street

(a) Following a site meeting with Oxfordshire County Council and associated speed survey results, a SID pole had been installed on the High Street in location 1, adjacent to the Primary School.

(b) The brackets and solar panel for the new pole had arrived and require collection.

(c) Cllrs. Nixey and Winnard are to place the Berrick Road SID on the new High Street pole.

CN, JW

75. FLOOD ALLEVIATION:

CFAG

(a) Cllr. Russell reported that a significant number of blockages had been removed by Chalgrove Flood Alleviation Group (CFAG).

(b) The Parish Council await dates for the proposed ditch works. It was noted that all expenditure would need to be agreed and that funding would be received by the Parish Council, who would then pay the contractor.

(c) It was noted that the annual scheduled work had not been undertaken to the Back Brook at Willow Mead and Langley Road; the Environment Agency is to be contacted.

JM

76. PARTY IN THE PARK:

(a) Cllr. Waters reported on Party in the Park, which took place on Saturday 27th June. Thanks were expressed to all organisers and musicians involved in the event.

(b) Attendance was lower than in previous years, which was considered likely to be due to the hot weather. Very positive feedback had nevertheless been received, with a large number of family groups attending.

77. BUS TIMETABLE IMPROVEMENTS:

(a) Following previous discussions regarding late-night weekend bus services from Oxford, Oxfordshire County Council had confirmed that a trial service improvement would commence on 4th September, with a service departing Oxford at 23:00 on Fridays and Saturdays.

(b) The service will be funded by the County Council for the first year. It was noted that continuation into a second year would require funding from Parish Councils.

(c) It was agreed that the new service should be widely publicised.

JM

78. OUTSTANDING ACTIONS BY OTHER AUTHORITIES:

Outstanding Work

(a) No updates had been received for:

- crack in the High Street Wall
- street light opposite Rupert Close steps
- visibility strips on the Rupert Close steps
- Restricted Byway signage error

(b) Oxfordshire County Council had been chased for updates, with Cllr. Edwards copied into the correspondence.

79. PROJECTS/WORK TO BE COMPLETED:

Village Hall Electrical Works

(a) Electrical assessments had been completed, with several repairs undertaken. Further essential work was required and a quotation had been obtained.

(b) The additional work, at a cost of £6150.45 ex VAT, was approved; proposed Cllr. Waters, seconded Cllr. Russell, agreed by all.

Village Hall & Sports Pavilion Water Pressure

(a) Following continued issues with water pressure throughout the facility, a quotation had been obtained. It was agreed that further advice should be sought regarding increasing the incoming pipe sizes and improving water flow.

JM

Roof Repair - Village Hall

(a) Following a significant leak from the flat roof above the Village Hall outside store room, a quotation had been obtained.

(b) The work, at a cost of £3670 ex VAT, was approved; proposed Cllr. Nixey, seconded Cllr. Custance, agreed by all.

Village Hall Extension

(a) Measurements of the proposed tables and chairs had been sent to John Coltman and drawings had been drafted.

(b) The proposal was considered by the Parish Council and it was agreed by all to proceed to a planning application.

JM

Table Tennis Table Play Surfacing

(a) The Parish Council had previously approved costs to install TigerMulch surfacing around the outdoor table tennis table. Due to bad weather the work had not been completed and the Parish Council await a new date.

No Dogs Allowed Signage

(a) Signage had been received and placed in the required areas. Some damage had occurred and the Caretaker was investigating a more secure method of fixing the signs to the railings.

Janes Meadow Hedge Cutting

(a) It had previously been agreed to obtain quotations to cut back the hedgerow on Janes Meadow in the Autumn, and the Parish Council awaits the quotations.

Post Office Noticeboard

(a) It had previously been agreed to replace the wood on the High Street noticeboard. The Parish Council awaits the quotation.

CCTV to Cover Village Hall and Sports Pavilion

(a) The Clerk had met with Chris Lewis Ltd on 17th March to obtain quotations for additional CCTV to cover the Village Hall entrance, Sports Pavilion entrance and areas of the Recreation Ground not covered by existing cameras.

(b) The Parish Council awaits the quotation.

Archive Room

(a) Cllrs. Pritchard and Winnard met with a representative of the History Group on 24th June. The amount of archive material requiring a stabilised temperature was currently unknown.

(b) It was suggested that the existing contents of the archive room be reviewed and any items no longer required removed, and that all archives be brought to the Parish Office to determine the amount, size and type of material requiring storage.

(c) Quotations are then to be sought for an appropriate and proportionate solution.

AP, JW

Boot Scrapers

(a) The Parish Council awaits installation of the boot scrapers at the MUGA and Sports Pavilion.

Skate Park

(a) Surfacing works to the skate park had taken place over a two-week period. No further action required.

80. JOINT USER AGREEMENT:

(a) Cllrs. Russell and Pritchard reported on their attendance at the Joint User Agreement meeting on 22nd June.

(b) It was noted that the Joint User Agreement was now of limited relevance due to the absence of uniformed groups using the facility. (c) The Headteacher was keen for the community to make greater use of the hall during evenings. Cllr. Pritchard noted that caretaker costs could make use expensive. The School is to prepare costings and advertise the hall for community use. (d) It was confirmed that the Family Hub arrangements were secure. (e) Cllrs. Pritchard and Russell are to attend regular meetings twice yearly. 81. CODE OF CONDUCT: (a) Cllr. Russell and the Clerk attended Code of Conduct training organised by OALC on 16th June. The training was reported to be informative. (b) It was noted that the Parish Council had no general conduct concerns and that councillors continued to act respectfully towards one another and Council employees. (c) The Council had previously adopted the Civility and Respect Pledge. The Clerk is to investigate the option for individual councillors to sign the pledge. (d) Three areas were identified for further consideration: ensuring Registers of Interests contain sufficient detail; reviewing committee membership where a councillor may have an interest; and appropriate councillor conduct on social media and public forums. 82. RECREATION COMMITTEE: <u>Oak Trees</u> (a) It had previously been agreed to plant two oak trees in commemoration of VE and VJ Days. (b) Oxfordshire Rural Services had agreed to undertake a site survey in order to provide a quotation, and the Parish Council awaits a date. 83. ALLOTMENT COMMITTEE: <u>Plot Clearance</u> (a) Following a site visit undertaken by Cllr. Winnard and the Clerk, vacant plots had been identified as requiring strimming and clearance before being offered to prospective tenants. (b) It was reported that Cllr. Nixey would take on the two plots which had been of concern, resolving the immediate clearance issue. 84. CHALGROVE NEIGHBOURHOOD DEVELOPMENT PLAN (NDP): No updates. 85. SODC LOCAL PLAN & PROPOSED AIRFIELD DEVELOPMENT: <u>Homes England</u> Nothing to report. <u>Joint Local Plan</u> (a) The second stage of Hearing Sessions was due to commence on the 7th July 2026. (b) All documents and updates are available on the South Oxfordshire and Vale of White Horse District Councils Joint Local Plan examination webpage. 86. CHAL1/10/11 - DEVELOPMENT TO THE WEST OF CHALGROVE (MEADOW BROOK): (a) Work was still required on the Sandy Lane junction and the County Council had yet to authorise the road closure. (b) The Parish Council is to meet with Places for People to undertake a snagging exercise. 87. CHAL7 - DEVELOPMENT TO THE EAST OF CHALGROVE (CHALGROVE MEADOW): (a) Concern was raised regarding the western ditch, where an adjacent resident was reported to be depositing garden waste. It was noted that this could create an obstruction and potential fire hazard. The matter is to be followed up. CORRESPONDENCE: 88. <u>Friends of Benson Library</u> The Parish Council received a letter of thanks for its recent donation and continued support. 89. <u>Donation Request - Clean Slate</u> A request for financial support had been received from Clean Slate. It was agreed by all not to make a donation, noting that the request did not identify any specific work or benefit within Chalgrove. 90. <u>Nicola Kerridge - Youth Worker</u> A letter of thanks had been received from Nicola Kerridge following presentation of the Crookston Shield. Nicola expressed her appreciation for the award and for the support and recognition shown to her over the years. 91. BERRICK ROAD PLANNING APPLICATION - P26/S0621/PIP:	AP, JR
	JM
	JM
	JM

(a) Cllr. Pritchard had spoken on behalf of the Parish Council at the District Council Planning Committee meeting in objection to the application.

(b) The District Council Planning Committee refused the application on the grounds that the site lies outside the defined built-up area, is not previously developed land or allocated for development, and would extend the built form into the countryside with resulting harm to the landscape setting and character of Chalgrove. The Committee concluded that the proposal conflicted with the spatial strategy and policies of the Chalgrove Neighbourhood Plan and that, when assessed against paragraph 14 of the National Planning Policy Framework, the adverse impacts would significantly and demonstrably outweigh the benefits.

(c) Thanks were expressed to all those involved in preparing and presenting the Parish Council objection.

92. PLANNING APPLICATIONS:

None.

High Street - next to Brook Surgery

(a) A request had been received from the applicant in relation to applications P25/S4079/FUL and P25/S4081/FUL, seeking a meeting with the Parish Council to discuss previous comments and objections.

(b) A meeting was arranged for Tuesday 7th July at 4.45pm in the Parish Office meeting room.

93. REPORT FROM THE DISTRICT COUNCILLOR:

(a) A report had been received by email on 1st July.

94. REPORT FROM THE COUNTY COUNCILLOR:

(a) A report had been received from Cllr. Judith Edwards.

(b) Cllr. Nixey queried the revenue generated by Oxford City Council through its fining system. The matter is to be raised with Cllr. Edwards or researched online.

JM

ACCOUNTS:

95. The payment schedule was distributed at the meeting.

JM

008239	N Kerridge – Crookston Shield	£100.00
008242	SSE – gas supply	£1859.91
008243	JJL Electrical – electric works	£4176.00
008249	M Bullen - youth work & youth centre cleaning	£353.12
008250	N Kerridge – youth work	£432.54
008251	B Murphy – youth work	£128.16
008252	A&W Grounds – grounds work	£990.00
008253	A&W Grounds – grass cutting	£800.40
008254	Shield Maintenance – dog waste removal	£218.40
008255	Viking – office & cleaning supplies	£147.91
008256	Churches Fire – alarm & lighting service	£435.88
008257	SSE – gas supply	£23.74
008258	Castle Water – Mill Lane Allotment water supply	£24.03
008260	Pozitive Energy – gas supply	£260.65
008261	Friends of Benson Library – donation	£429.00

ANY OTHER BUSINESS:

97. Cllr. Dudley queried the annual donation to the Church and raised concerns regarding the condition of the area.

98. Cllr. Dudley raised the matter of online banking for the Parish Council, and the Clerk provided an update.

99. Cllr. Pritchard raised concerns regarding an overgrown garden at Rupert Close. Oxfordshire County Council had previously undertaken works at the location and is to be contacted again.

JM

100. Cllr. Custance raised concerns regarding anti-social parking in the lay-by at the bottom of Monument Road, where vehicles were parking on the footpath and causing children to walk in the road. Cllr. Custance is to provide a photograph, after which the matter will be reported to the Police.

TC, JM

101. Cllr. Nixey reported that a laurel hedge opposite The Lamb on Mill Lane was encroaching onto the footpath. A letter is to be sent to the property concerned.

JM

102. Cllr. Nixey reported that an electric bike had been seen on the Recreation Ground during Party in the Park. The legal position is to be checked and information publicised through social media and Link Magazine as appropriate.	JM
103. Cllr. Turner suggested that future Party in the Park events could start and finish later.	PW
104. Cllr. Turner reported that a proposal relating to a reduction in business rates for the public house was due to be considered by SODC on 16th July.	
105. Cllr. Dudley raised concerns regarding overgrown shrubbery at Adeane and suggested speaking with the neighbouring property.	JM
DATES: Thursday 23rd July - Planning Committee Meeting, 6pm, Chalgrove Village Hall (JMR), if required. Thursday 6th August - Planning & Cheque Signing, 7pm, Chalgrove Village Hall (JMR).	

The meeting closed at 8.25pm.

Signed: Chair