

## **CHALGROVE PARISH COUNCIL**

A **MEETING** of the Parish Council took place in the Chalgrove Village Hall at 7pm, **Thursday 5<sup>th</sup> March 2026.**

**Present:** Cllr. P. Waters, Chair Cllr. A. Ziemelis  
Cllr. J. Russell Cllr. C. Nixey  
Cllr. D. Turner, also District Cllr Cllr. A. Charman  
Cllr. A. Pritchard Cllr. J. Winnard  
Cllr. A. Dudley Cllr. T. Custance

**Apologies Accepted:** Cllr. Kolade

**Not present:** n/a

**Members of the public:** None

### **337. DECLARATION OF ACCEPTANCE OF OFFICE:**

(a) Following approval of his co-option, Terence Custance signed the Declaration of Acceptance of Office; witnessed and signed by the Clerk.

(b) All documentation is to be submitted to the District Council.

338. The minutes of the meeting held 5<sup>th</sup> February were approved and then signed by the Chair; proposed Cllr. Pritchard, seconded Cllr. Winnard, agreed by all.

<p><b>PUBLIC SESSION:</b> None.</p> <p><b>MATTERS ARISING:</b> 339. VANDALISM &amp; ASB: <u>Graffiti</u> (a) Work continues to remove graffiti from the High Street bus stops (Crown and Parsnips Close), the youth Centre, the concrete standing adjacent to the MUGA, and a tree adjacent to the MUGA.</p> <p>340. PARKING ISSUES &amp; SPEED REDUCTION MEASURES: <u>Extra Pole For Speed Indication Devices</u> (a) Following a site-meeting with Oxfordshire County Council, associated speed survey results, a quotation for a SID pole in location 1 (primary school), and payment to the County Council, the Parish Council await installation. (b) Once the pole installation undertaken, it had been agreed to re-site the Berrick Road SID and place it on the High Street. (c) Quotations are to be sought for a bracket and solar panel for the new pole.</p> <p>341. FLOOD ALLEVIATION: <u>Chalgrove Flood Alleviation Group</u> (a) Cllr. Russell reported that the County Council are to undertake work on the Frogmore ditch. <u>River Thames Conservation Trust (RTCT) – Flood Alleviation</u> (a) RTCT had requested a meeting with the Parish Council to discuss how CIL funds could be used to support local nature, river, and flood resilience projects. A meeting is to be arranged. (b) Regarding the Phase 2 funding bid for the Chalgrove Natural Flood Management project, RTCT had been asked to supply updated data from the Chalgrove Flood Survey and associated mapping. The Parish Council are to supply this information. <u>Berks, Bucks and Oxon Wildlife Trust (BBOWT) Meeting</u> (a) Cllrs. Russell and Dudley are to meet with BBOWT on Tuesday 25<sup>th</sup> March to discuss how to protect the Chalgrove chalk stream.</p> <p>342. JOINT USER AGREEMENT: (a) The Parish Council are to meet with Acer Trust, the Primary School, and the First Steps Family Hub regarding the Joint User Agreement. (b) The Parish Council await suggested dates from the school Governor, Mrs K Potter.</p> <p>343. CHAIR'S CHAIN: (a) The Chair's Chain had been taken to an engraver for the work required.</p> <p>344. COMMUNITY LITTER PICK: (a) Councillors were reminded of the Community Litter Pick, taking place on the 14<sup>th</sup> March.</p>	<p>JM</p> <p>CN, JW</p> <p>JM</p> <p>JR, JM</p> <p>JM</p> <p>JR, AD</p>
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<p><b>345. ST MARY'S PCC DONATION:</b>  <i>Cllr. Turner declared an interest and did not take part in the discussion of this matter, or any decisions made.</i>  (a) The Parish Council had previously agreed a donation of £1400 for the purpose of hall hire charges as part of the Church's warm spaces initiative.  (b) Queries had been made previously regarding the additional donation request of £200 for heating costs and £500 for equipment.  (c) Following discussion regarding Father Lakey's response, and his details about the additional free tots' breakfast club, the additional donation of £700 was approved; proposed Cllr. Pritchard, seconded Cllr. Russell, agreed by all who could vote.</p>	
<p><b>346. GOVERNMENT REORGANISATION:</b>  (a) The District Council had held a forum to discuss Local Government Reorganisation, and all Councillors had been sent the meeting notes.</p>	
<p><b>347. PLANNING TRAINING:</b>  (a) Cllr. Charman reported on his attendance at the District Council's planning training event on the 3<sup>rd</sup> March.</p>	
<p><b>348. TREE PROTECTION ORDER (TPO) ON LAND AT BERRICK ROAD:</b>  (a) Reports had been made that a black poplar, protected by a TPO, was covered in ivy.  (b) Letters had been sent to the landowner asking for permission for the Parish Council Caretaker or Groundsman to access the land and remove the ivy.  (c) The matter is to be escalated to the County Council due to there being no response from the landowner.</p>	JM
<p><b>349. HORTICULTURAL SHOW QUIZ:</b>  (a) The Parish Council had been invited to form a team for the upcoming Horticultural Show Quiz on the 24<sup>th</sup> April.</p>	JW
<p><b>350. MATTERS UNRESOLVED:</b> Newsletter, Ken Batley Centre, Post Office Celebration, Neighbourhood Watch Scheme, Matthew Marriage Path &amp; Bench, Doctors Surgery Defibrillator Agreement, British Legion Bench, School Crossing Patrol Officer, Standing Orders &amp; Policies, Gray Bench, Emergency Planning Storage Container, Village Green Legality, Village Hall Car Park Bollards.</p>	
<p><b>351. OUTSTANDING ACTIONS BY OTHER AUTHORITIES:</b>  <u>Swinstead Court Manhole</u>  (a) The Parish Council had received a quotation for the repair to the broken manhole at Swinstead Court. It had been agreed by all that the Parish Council could not fund the work required, as this would set a precedent.  (b) A resident had written to report that due to the cost they would be undertaking the work themselves.</p>	
<p><u>Barrier at the Bottom of Chalgrove Meadow</u>  (a) Following a meeting with the County Council, it had been suggested that the Parish Council fund and install signage warning pedestrians of oncoming traffic.  (b) Two signs and brackets, at a maximum cost of £200 ex VAT, were approved; proposed Cllr. Waters, seconded Cllr. Winnard, agreed by all.  (c) Suggestion of a mirror on the 'triangle', so that pedestrians could see oncoming traffic, had been sent to the County Council and the Parish Council await their response.</p>	JM
<p><u>Outstanding</u>  (b) 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</p>	
<p><b>352. PROJECTS/WORK TO BE COMPLETED:</b>  <u>Table Tennis Table Play Surfacing</u>  (a) Quotations had been received for the installation of surfacing around the outdoor table tennis table.  (b) The cost of two 8ft x 8ft tigermulch pads, at £3214.37 ex VAT, was approved; proposed Cllr. Waters, seconded Cllr. Pritchard, agreed by all.</p>	JM

<p><u>No Dogs Allowed Signage</u> (a) Signage had been received and the Parish Council await installation.</p>	JM
<p><u>Top Rec Hedge Cutting</u> (a) It was noted that the Recreation Ground was too wet at present to get the necessary equipment to the Top Rec to undertake the work.</p>	
<p><u>Allotment Site Hedge Cutting</u> (a) Hedge cutting at both sites had been completed.</p>	
<p><u>Post Office Noticeboard</u> The Parish Council are to repair or replace the noticeboard.</p>	JM
<p><u>Village Hall Extension</u> (a) Before drawings are undertaken, the Parish Council approved costs: £2750 ex VAT for surveys and planning application project management, £650 ex VAT for any required flood risk assessments, £294 ex VAT for planning application fees; proposed Cllr. Russell, seconded Cllr. Dudley, agreed by all.</p>	JM
<p><u>Village Hall Ceiling Tiles</u> (a) The cost of acoustic level ceiling tiles, at £2570 ex VAT, was approved; proposed Cllr. Waters, seconded Cllr. Russell, agreed by all.</p>	
<p><u>CCTV</u> (a) Quotations are to be sought to install CCTV covering the Village Hall and Sports Pavilion main entrances. (b) A site meeting is to be undertaken with contractors on the 17<sup>th</sup> March.</p>	JM
<p><u>Outstanding Works with No Updates</u> (a) Archive Room (b) Boot Scrapers (c) MUGA concrete area extension and/or grass matting (d) MUGA push-bar mechanisms</p>	
<p><b>353. ALLOTMENT COMMITTEE:</b> <u>CCTV</u> (a) Quotations are to be sought for a camera and associated signage. (b) A site meeting is to take place to discuss location.</p>	JM JW, AC, JM
<p><u>Water Leak</u> (a) A significant water leak had been found on site, adjacent to the out-building on Plot 9.1. It is thought that the issue lies in the connection from the main pipe system and the pipe leading into the building. (b) It was noted that the stopcock handle had been removed by persons unknown. (c) It had since been found that the water meter on Mill Lane had been damaged. Castle Water had confirmed that this is a Parish Council responsibility to repair, and the Parish Council await a contractor to do the work required.</p>	
<p><b>354. RECREATION COMMITTEE:</b></p>	
<p><u>Oak Trees</u> (a) It had previously been agreed to plant two oak trees in commemoration of VE &amp; VJ days. (b) Following several rejections, further contractors had been contacted. (c) The Parish Council await quotations.</p>	JM
<p><u>MUGA Cleaning</u> (a) Following previous conversations regarding MUGA cleaning, and advice from Wallingford Sports Park, it was agreed to contact Replay Maintenance for a quotation.</p>	JM
<p><u>Oxfordshire FA Pitch Improvement Project</u> (a) The Parish Council had previously approved an amount of £22,400 towards the pitch improvement project, with funding from Oxfordshire Football Association of £44,800. (b) The project had been put on hold due to changes within the Cavaliers Committee. (c) A meeting had been held with the Oxfordshire FA and the Cavaliers FC on the 18<sup>th</sup> February to push the project forward. (d) Further meetings and pitch site inspections are to be undertaken.</p>	JW, AC, JM
<p><b>355. ANNUAL PARISH MEETING &amp; CROOKSTON SHIELD:</b> <u>Annual Parish Meeting (APM)</u></p>	

<p>(a) The Annual Parish Meeting will take place on the 17<sup>th</sup> April.  (b) Local groups and organisations had been invited to attend and give a short presentation on the work undertaken in the last 2 years.  <u>Crookston Shield</u>  (a) Nominations are to be sought for the Crookston Shield by way of posters, LINK magazine and social media.  (b) The deadline for nominations will be the 13<sup>th</sup> April.  (c) An increased prize of £100 was approved, due to the award not being given in the previous year; proposed Cllr. Ziemelis, seconded Cllr. Waters, agreed by the majority.  <b>356. CHALGROVE NEIGHBOURHOOD DEVELOPMENT PLAN (NDP):</b>  No updates.  <b>357. SODC LOCAL PLAN &amp; PROPOSED AIRFIELD DEVELOPMENT:</b>  <u>Homes England</u>  Nothing to report.  <u>Joint Local Plan</u>  (a) A procedural meeting had been held on the 12<sup>th</sup> February to discuss the way forward for the Examination in light of recent announcements surrounding the Duty to Co-operate.  <b>358. CHAL1/10/11 – DEVELOPMENT TO THE WEST OF CHALGROVE (MEADOW BROOK):</b>  (a) Work is still required on the Sandy Lane junction, and the County Council are yet to authorise the road closure.  (b) Ridgepoint Homes had been informed of the flooding on the footpaths across the fields.  <b>359. CHAL7 – DEVELOPMENT TO THE EAST OF CHALGROVE (CHALGROVE MEADOW):</b>  (a) It was noted that the lamppost, previously knocked down during a traffic accident, had been replaced at the entrance to Chalgrove Meadow.  <b>CORRESPONDENCE:</b>  360. <u>Healthwatch Oxfordshire</u> The County Council had appointed Healthwatch to undertake a survey in 14 rural areas, of which Chalgrove is one, to hear views on what helps residents stay healthy and well, what makes it difficult, and what ideas the public have to support health and wellbeing in Chalgrove. A focus group will be held on Wednesday 1<sup>st</sup> April, 4.30pm, at Chalgrove Youth Centre.  361. <u>Monument Park</u> Wulff Capital Holdings had written with an invitation for the Parish Council to meet with them and review their plans for additional commercial accommodation on the site. Cllrs. Russell, Charman and Winnard reported on the meeting which took place on the 4<sup>th</sup> March.</p>	<p>ALL</p> <p>JM</p>
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**362. GLADMAN HOMES PLANNING APPLICATION:**

(a) The Parish Council had been notified that the Planning Inspector allowed the appeal and planning permission is granted for outline planning application for the erection of up to 160 dwellings, next to Chalgrove Meadow.

**363. PLANNING APPLICATIONS: (Parish Council decision only):**

None.

**364. REPORT FROM THE DISTRICT COUNCILLOR:**

(a) Cllr. David Turner reported on the new electric waste vehicle, grants, Didcot Wave and Thame Leisure Centre revamps, garden waste permits, complimentary compost, and the Government’s strategic planning proposals.

**365. REPORT FROM THE COUNTY COUNCILLOR:**

(a) No report received.

(b) The Parish Council had sent a card and flowers to Cllr. Edwards.

**ACCOUNTS:**

366. One cheque had been signed outside of the main Parish Council meetings; 008188.

**367. ACCOUNTS SANCTIONED FOR PAYMENT:**

008194	Countryside Estate Services – groundsman	£1407.98
008195	M Bullen – youth work & youth centre cleaning	£330.56
008196	N Kerridge – youth work	£540.00
008197	B Murphy – youth work	£120.00
008198	Cancelled cheque	
008199	A&W Grounds – hedge cutting	£1245.00
008200	Shield Maintenance – dog waste removal	£200.21
008201	Viking – office & cleaning supplies	£159.90
008202	Castle Water – water costs	£111.35

008203	ONPA – subscription	£50.00
008204	OALC – subscription	£780.77
008205	St Marys PCC – donation	£1400.00

<b>ANY OTHER BUSINESS:</b> None.	
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**Exclusion of the public:** In view of the confidential nature of the business then transacted, it was advised in the public interest that the public be temporarily excluded and were instructed to withdraw.

<b>368. HR COMMITTEE:</b> (a) An HR Committee meeting is to take place on the 12 <sup>th</sup> March.	
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**Inclusion of the public:** The public were no longer excluded.

The meeting closed at 8.21pm.

Signed: ..... Chair