## **CHALGROVE PARISH COUNCIL**

A MEETING of the Parish Council took place in the Chalgrove Village Hall at 7.30pm, Thursday 6th April 2023.

**Present:** Cllr. A. Pritchard, Chair Cllr. A. Ziemelis

Cllr. P. Waters, Vice-Chair Cllr. C. Nixey Cllr. D. Turner, also Dist. Cllr Cllr. J. Russell

Cllr. A. Dudley

Apologies Accepted: Cllrs. Reed & Charman

Not present: n/a

Members of the public: 2

390. The minutes of the meeting held 2<sup>nd</sup> March 2023 were approved and then signed by the Chair; proposed Cllr. Russell, seconded Cllr. Waters, agreed by all.

Russell, seconded Cllr. Waters, agreed by all.	•
PUBLIC SESSION:	
road is closed during the development of the site to the west of the Village (CHAL1/10/11). They noted that, with no access to the site by car, the tenants would be unable to transport mowers,	PW, JM
rotavators and other tools. It was agreed by all that the Parish Council would meet with the	
Ridgepoint Homes site manager to formally request and agree access during the road closure.	
MATTERS ARISING:	
392. VANDALISM & ASB:	
Anti-Social Behaviour	
(a) Three more young people had been banned from Youth Club and the surrounding area for	
causing disruption during a Youth Club session, and for banging on doors and windows in the	
Village Hall during a hirer session.	
393. PARKING ISSUES & SPEED REDUCTION MEASURES:	
High Street	
(a) The "access Required 24/7" signage outside 53 High Street had been installed.	
Speed Indication Devices	
	ALL
installation on the 20 <sup>th</sup> May 2023.	
(b) BT are yet to respond regarding the low hanging wire, and the matter had been escalated to the	
County Council Highways Team.	
394. GIGACLEAR:	
(a) Gigaclear had installed the new router on the 30 <sup>th</sup> March.	18.4
, ,	JM
395. FOOTPATH INSPECTIONS:	
(a) Inspections are to be undertaken by Councillors, and completed by the May Parish Council	
meeting. 396. WARM SPACE:	
(a) Due to warmer weather, the Warm Space at the John Hampden Hall had closed at the end of March.	
	AP, JM
providing this service throughout the winter months.	AP, JIVI
397. CHAPEL LANE DOG BIN:	
(a) Following complaints regarding the new Chapel Lane dog bin, due to the lack of a lid and	
concerns over the smell in the summer months, the Parish Council had made the decision to re-site	
the bin.	
(b) Once the bin has been emptied, the bin will be covered over in preparation to be removed.	
	PW, JM
Ground.	1 44, 3141
	JM

### 398. KING'S CORONATION:

- (a) It had previously been agreed to seek a quotation for coronation mugs to be given to primary school age children within the village.
- (b) There are currently 207 pupils at Chalgrove Primary School and, to allow for extra primary school age children who go to school outside the village a quotation for 250 mugs had been sought.
- (c) The cost of the mugs at £575.00 ex VAT was approved; proposed Cllr. Pritchard, seconded Cllr. Russell, agreed by all.

### 399. HIGH STREET WHITE RAILINGS:

- (a) It was previously agreed to seek quotations for the painting of the white railings on the High Street. No quotations had been received so far.
- (b) The Parish Council are to request that the County Council make the necessary repairs to their railings prior to any painting works taking place.

# 400. MATTERS UNRESOLVED:

Matters Unresolved: R&R Workshop, Summer Celebration, Parish Council Website, Standing Orders & Policies, Defibrillator, Gray Bench, Car Park Sign, Recreation Ground Bridge, Emergency Planning Storage Container, Village Hall Insurance Claims, Village Green Legality, Mill Lane Road Sign, Clearance of Footpaths 5&6, Village Hall Car Park Bollards, Knights Manholes & Frogmore Culverts.

#### **401. COUNCILLOR VACANCIES:**

- (a) There continue to be two vacancies.
- (b) Applications will no longer be accepted due to the upcoming Elections on the 4<sup>th</sup> May.

### **402. PARISH COUNCIL ELECTIONS 2023:**

- (a) Parish Council elections were to take place on Thursday 4<sup>th</sup> May 2023, and the Parish Council had placed the 'notice of election' in the public domain on Monday 20<sup>th</sup> March.
- (c) Nomination Packs had been delivered to the District Council offices by Cllr. Pritchard and the Clerk for those Councillors who submitted their paperwork to the Clerk by the required deadline.
- (d) On the 6<sup>th</sup> April, the District Council notified Chalgrove Parish Council of an uncontested election, with just 8 Councillors for 11 seats. Polling is no longer required for the Parish Council on the 4th May.
- (e) The date of the May meeting is to be held at a later date as the Parish Council are unable to meet on the day of the Election, whether contested or uncontested. The May Parish Council meeting will take place on Thursday 11<sup>th</sup> May.

### **403. ANNUAL PARISH MEETING & CROOKSTON SHIELD:**

### **Annual Parish Meeting**

- (a) The purpose of the Annual Parish Meeting is to give the Parish Council, and other local organisations, an opportunity to let local residents know what they have been doing, and what they intend to do. The meeting is also an opportunity for the public to have a say on anything they consider valuable to the people of the Parish.
- (b) The meeting will be held on Monday 24<sup>th</sup> April.
- (c) The Clerk is to provide a report on the previous year, and the Chair is to provide a report on the upcoming year.
- (d) The Primary School and Childrens Hub have been invited to provide an update on their services.
- (e) Local organisations and groups had been invited to attend.
- (f) The District Council Waste Team are no longer able to provide a presentation. Following the requirement to co-opt a further 3 Councillors, it was agreed to hold a 'meet and greet' with refreshments following the formal section of the Annual Parish Meeting.

### Crookston Shield

- (a) The Crookston Shield is awarded annually in memory of David Crookston, who was a member of the Royal British Legion in Chalgrove. All members of the public are invited to nominate a club or group of people who, in the past year, have done something special to benefit the people of Chalgrove.
- (b) All nominations are to be supplied to the Clerk by Friday 21st April.
- (c) The award, along with £50, will be presented to the winner(s) at the Annual Parish Meeting on the 24<sup>th</sup> April.

JM

ALL AP, JM

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404. RESTRICTED BYWAY AT THE RECREATION GROUND:	
Extinguishment Order	
(a) The Parish Council had previously agreed to proceed with an Extinguishment Order, to protect	
the future of the Skatepark.	
(b) Measurements are needed to complete the application, and are to be reviewed by the Parish	PW, JM
Council.	
(c) The Extinguishment Order application is to be reviewed by the Parish Council before it is	
submitted to the County Council.	
405. RECREATION COMMITTEE:	
There had been no Recreation Committee meeting.	
Skatepark	
(a) Attempts are being made to find an alternative contractor to undertake the surface works.	JM
MUGA	
(a) Costs for MUGA re-surfacing had previously been approved. The order had been placed with	
Chiltern Sports, and the work will be undertaken when the weather allows.	
(b) Discussions took place regarding boot scrapers, and quotations are to be sought.	JM
	JIVI
Site Visit	A11
(a) A Recreation Committee meeting is required, on site, to discuss:	ALL
- placement of dog bin	
- trip hazards	
- tree works	
Play Area Report	
(a) Cllr. Waters continues to undertake the monthly assessment.	
(b) Quotations are to be sought due to the deterioration of the surface in the Under 8s Play Area.	JM
406. YOUTH CLUB COMMITTEE:	
(a) Anti-social behaviour, particularly on Wednesday evenings, continues to be a serious concern	
and includes door knocking, severe bad language, and disruption to hirers in the Village Hall.	
(b) Volunteers are limited, with no-one coming forward to help.	
(c) Visitors from outside the village had increased dramatically, with young people coming from as	
far as Cowley. Not all visitors were involved in anti-social behaviour – it being a 50/50 split – but	
has increased dramatically since groups of visitors started being dropped off in the village on	
Wednesday evenings.	
(d) The safeguarding officer and Clerk had made the difficult decision to restrict Youth Club	
attendance to those living in Chalgrove only, in an attempt to reduce numbers due to a lack of	
volunteers, effective Friday 31 <sup>st</sup> March. This has not had a great reaction from parents outside the	
village, but it was felt Chalgrove Youth Club is a highly successful facility and is at risk of closing if	
the anti-social behaviour is not stopped.	
(e) A Committee meeting is to take place on the 20 <sup>th</sup> April to discuss the above and review policies.	ALL
407. VILLAGE HALL COMMITTEE:	ALL
Project VikToR	
(a) Site visits are ongoing in order to obtain quotations for a new heating system, new air	AZ, JM
1 ' '	AZ, JIVI
conditioning, and a replacement suspended ceiling.	
<u>Dishwasher</u>	
(a) It is now clear that the dishwasher can not be repaired, as replacement parts are not obtainable	
in this country.	
(b) Quotes are being obtained for a new appliance, with simplified functions.	JM
Bar Area / 2 <sup>nd</sup> Kitchen	
(a) Following the leak in the bar area, causing the water supply to be turned off, Shape Up	JM
Developments had been chased to undertake the repair work. It was agreed by all to ask an	
alternative contractor to complete the works, to be invoiced to Shape Up Developments, due to	
the length of time it had taken.	
408. CHALGROVE NDP:	
(a) The NDP Committee seek to include a Design Code within the 'made' Neighbourhood	
Development Plan.	
(b) An initial meeting with Aecom had been held, where the Parish Council's expectations were	
discussed.	
	I.

(c) Aecom are to meet with the Parish Council face-to-face to start the work required on the Design	
Code, with the meeting taking place on the 14 <sup>th</sup> April.	
(d) Paul and Annabelle Boone had attended the ONPA workshop on 25 <sup>th</sup> March, and wish to discuss	AP,JR,AD
their findings with the NDP Committee. A meeting is to be scheduled.	
(e) Paul and Annabelle Boone are to join the NDP Committee to assist the Parish Council with the	
required work to update the NDP; proposed Cllr. Russell, seconded Cllr. Dudley, agreed by all.	
409. SODC LOCAL PLAN & PROPOSED AIRFIELD DEVELOPMENT:	
(a) Homes England had released a public statement on the 17 <sup>th</sup> March 2023, stating that they	
continue to work on a revised scheme for Chalgrove Airfield.	
410. CHAL1/10/11 – DEVELOPMENT TO THE WEST OF CHALGROVE:	
<u>Transfer of Community Building</u>	
(a) There has been no further correspondence from Womble Bond Dickinson (UK) LLP regarding	
the transfer of the Community Building.	
(b) A meeting is required with the Chalgrove Scouts to discuss the responsibilities of running a hall.	JM
Proposed Highway Measures	
(a) Following the Parish Council's concerns over the necessity of so many highway measures, all	
Councillors had been invited to attend a meeting with the County Council.	
(b) Cllrs. Pritchard, Reed and Ziemelis attended the meeting on the 14 <sup>th</sup> March.	
(c) Following discussion with the County Council team who clarified the need for the highway	JM
measures, it was agreed by all to retract the Parish Council's objection.	
Complaints & Concerns	
(a) Repeated complaints had been sent from Brook Surgery to the site manager regarding the	
excessive mud on the footpath. The Clerk had escalated the matter to County Councillor Freddie	
Van Mierlo.	
411. CHAL7 – DEVELOPMENT TO THE EAST OF CHALGROVE:	
(a) The Parish Council are to request a site visit alongside the County and District Councillors, to	PW, JM
show them the areas of concern, as we get closer to the time that Miller Homes will hand over the	
site.	
412. GLADMANS PLANNING APPEAL – P22/S1381/O	
(a) The Parish Council await the inspector's decision.	
(b) The Planning Inspectorate wrote stating that the decision is unlikely to be issued before the pre-	
election period, and that they aim to issue the decision in May.	
CORRESPONDENCE:	

# 413. PLANS (Parish Council decision only):

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

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(a) P23/S0778/FUL Monument Business Park Change of use of land from current container storage to Class E use, and the installation of 4 modular buildings. NO OBJECTION.

### 414. REPORT FROM THE DISTRICT COUNCILLOR:

Cllr. Turner reported on Chalgrove Airfield, the Emergency Alert System, recycling rates, planning fees consultations, and housing numbers.

## **415. REPORT FROM THE COUNTY COUNCILLOR:**

Cllr. Mierlo's report discussed Chalgrove Airfield, the Ridgepoint development, the Obsidian planning application, the revised bus timetable, and the B480 road repairs.

### **ACCOUNTS:**

None

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

### 417. ACCOUNTS SANCTIONED FOR PAYMENT:

007506	B. Murphy – youth work	£130.00
007507	N. Kerridge – youth work	£507.00
007508	R. Murphy – bin management & litter picking	£372.00
007509	Countryside Estate Services – groundsman	£1316.47
007510	Shield Maintenance Ltd – dog waste removal	£156.00
007511	A&W Grounds – grass cutting	£80.00
007512	C Burgess Accountancy Ltd – QuickBooks subscription	£83.52
007513	P Waters – signage expenses	£47.99

007514	SEFE Energy – gas supply	£428.92
007515	Castle Water – water supply	£1977.93
007516	BT – phone lines	£318.70
007517	CleanSlate – donation	£50.00
007518	Chalgrove Festival Committee – donation	£300.00

### **ANY OTHER BUSINESS:**

- 418. Cllr. Russell discussed her continued concerns with the Chalgrove Meadows attenuation pond.
- 419. Cllr. Ziemelis discussed the need of integrating the residents of Chalgrove Meadows with the rest of the village, due to the new residents feeling that they are not wanted.
- 420. Cllr. Nixey spoke of his concerns regarding planning applications being passed for extensions built on existing hard-standing, where residents then build a patio which increases the hard standing. Cllr. Turner is to review recent planning applications.
- 421. Cllr. Dudley spoke of complaints due to the bins outside Londis.

**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.

### **422. HR COMMITTEE MEETING:**

### Youth Club Cleaner

- (a) The Youth Club Cleaner has retired, and finished at the end of March.
- (b) The job specification and advert were approved; agreed by all.

## Caretaker

- (a) It had been previously discussed that a handy person should be employed to undertake the jobs which should preferably not be completed by the Clerk.
- (b) The job specification and advert were approved; agreed by all.

## Street Cleaner

- (a) The groundsman no longer undertakes the street cleaning as part of his contract, and the vacancy is to be advertised.
- (b) The job specification and advert were approved; agreed by all.

### Salaries

(a) The Parish Council discussed and approved the salaries for all above vacancies; proposed Cllr. Russell, seconded Cllr. Pritchard, agreed by all.

### Groundsman Contract 2023/2024

The meeting closed at 20:52pm.

(a) Mr. P. Hall had submitted his updated contractual costs for financial year 2023/2024 which were approved; proposed Cllr. Waters, seconded Cllr. Russell, agreed by all:

**Inclusion of the public**: The public were no longer excluded.

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Signed:	 	 Chai