

CHOLSEY PARISH COUNCIL

MINUTES

Meeting	Wednesday 4th November at 7:30pm in the Pavilion, Station Road, Cholsey.
Chair	Mr M Gray
Attendees	Mr P Jenkins, Mr A Curtis, Mrs L Hamlyn, Mrs Dyer-Lynch, Mrs A Rowlands, Mr P Ramsay, Mrs M Kaposy, Mrs L Ivereigh, Mrs V Bolt
Apologies	Helen Jiggins

161	To hear questions or comments from members of the public
	There were no questions or comments from members of the public.

162	To receive any reports from County and/or District Councillors
	<p>District Councillors Report Council received a written report from Mrs Moore and Mrs Dawe which touched on: the removal of Council Tax Reduction Scheme grants to parish councils, planning awards, County council savings, CCTV team work with TVP. A new possible devolution deal for SODC with Cherwell, West Oxfordshire, Oxford City and OCC.</p> <p>County Councillor's Report Mr Gray reported that a public consultation meeting about the proposed County Council cuts will take place at the Regal Centre in Wallingford tomorrow, he urged councillors to attend if possible. Faced with a 50 million pound cut in funding from Central Government the County has come up with a list of 95 possible budget savings options. Cholsey Day Centre has already been told that they will lose the £17,000 a year funding they receive from the County Council.</p> <p>At a meeting of County councillors yesterday it was unanimously agreed to look at possibility of a referendum to ask the public if Council tax should rise by 10% to prevent the worst of the cuts. At the moment County can only raise council tax by 2%, if they wish to raise it by more it is necessary to have a referendum. Because of the high cost of running a referendum some work will be done to see if it likely that County will be successful in getting the public's backing for the rise before going ahead.</p> <p>Council felt that County should be reviewing their use of large contractors who it is believed add high management overhead charges to the cost of any work they do for County.</p>

163	To receive Declarations of Interest for any agenda items
	There were no declarations of interest for any agenda items.

164	To approve and sign the minutes of the meeting held on 21st October 2015				
	The minutes were approved as a true record and signed by the Chair.				
Proposed	Mr Gray	Seconded	Mrs Bolt	Carried	With 1 abstention

165	To report matters arising from the minutes of 21st October 2015
a)	
149 a)	The second defibrillator has now been handed over to Tesco prior to installation by their Estates team.
156	Mrs Rowlands asked for some clarification around the new planning committee. Mr Gray confirmed that planning will still be considered at full council meetings as well as the monthly Planning Committee meetings. Because of the deadlines surrounding responding to applications it is necessary to consider applications more than once a month. The Chair of the Planning Committee will be elected at the first Planning Committee meeting due to be held on 18 th November. It was suggested that as Mrs Ivereigh already chairs the Finance Working Group that she should chair the Finance Committee.
157	Mr Gray advised that there was real concern across local parish councils about the retention of the CTRS grant money by SODC. Some councils like Wallingford and Henley were losing considerable amounts of money.
159	Mrs Gray reported that OCC had cancelled the meeting on 4 th November to discuss the Ilges Lane extension. This is the second meeting about Ilges Lane that OCC have cancelled. A new meeting has been scheduled for next week.
160	Mrs Bolt thanked the Estate Manager for his help in planting bulbs outside the Pavilion. After comments from residents they had planted as close to the tree as was possible.

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b)	from the action point register	
15/093	Mr Curtis advised he will bring some proposals on increasing Council's social media presence to the next meeting. Mr Gray asked that he liaise with the Clerk to agenda the item.	

166	Planning				
(a)	To consider Planning Applications as at 29th August 2015:				
	P15/S3421/FUL	Land adjacent to 2 Crescent Way – construction of a detached dwelling. Mr Jenkins advised that the dwelling proposed is quite small and would be built in what was originally the garden of No. 2 Crescent Way. The proposal included provision of off-road parking. No comments had been received from neighbours. After discussion and review of the plans Mr Jenkins recommended Council approve the application.			
	Proposed	Mr Jenkins	Seconded	Mr Gray	Carried With 1 against & 1 abstention
	P15/S3464/HH	92 Papist Way – construction of a rear single storey extension Mr Curtis declared an interest as the owner of 92 Papist Way. He was invited to speak briefly on the plans and then left the room whilst Council discussed and voted on the application. Mr Jenkins advised that many of the other properties on Papist Way have extended. The proposed extension is in keeping with what is already there and does not extend further than other similar extensions. There have been no comments on the application from neighbours. After discussion and review of the plans Mr Jenkins recommended Council approve the application.			
	Proposed	Mr Jenkins	Seconded	Mrs Bolt	Carried With 1 abstention
	P15/S3454/HH	101 Papist Way – rear extension, part two storey, part single storey Mr Jenkins advised that this was the first of this particular group of houses to be extended so no precedent had been set for extensions in the area. None of the neighbours contacted had commented on the application. After discussion and review of the plans Mr Jenkins recommended Council approve the application.			
	Proposed	Mr Jenkins	Seconded	Mrs Bolt	Carried unanimously
	P15/3417/HH	1 Kennedy Crescent – erection of single storey rear extension Mr Jenkins advised that Kennedy Crescent was mainly bungalows, almost all of which had been extended in some way. The only visible sign of the extension on the street scene would be Velux skylights on the roof. No comments have been received from neighbours. After discussion and review of the plans Mr Jenkins recommended Council approve the application.			
	Proposed	Mr Jenkins	Seconded	Mr Curtis	Carried unanimously

(b)	To note planning decisions received.	
	P15/S2913/HH - 56 Papist Way - Granted	

Mr Jenkins advised that the Planning Committee will meet on 18th November at 6:30pm.

167	Finance				
(a)	To approve accounts for payment				
	The accounts were reviewed and approved for payment.				
	Proposed	Mr Ramsay	Seconded	Mr Ivereigh	Carried With 1 abstention

(b)	Finance	
	To note payments received	
	Noted	

168	To agree a contractor to undertake the construction of the Wallingford Rd cycle path.				
	Mr Gray introduced Mr Sinclair to Council. A former civil engineer Mr Sinclair had undertaken the tendering process for the construction of the Wallingford Road Cycle Path. Mr Sinclair told Council that he had invited six local contractors to tender for the work. Each was provided with a tender document comprising a written description of the work together with a sketch showing the cross section of the pavement upgrade and a sketch and photographs of the build-out. The photographs were of a similar existing build out on the road between Cholsey and Streatley.				

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Two firms had declined to tender. The remaining contractors returned their completed tender documents at the end of September. Only one contractor had answered all questions and provided all information requested. One contractor was eliminated at this stage on financial grounds and additional questions were then sent to the remaining contractors. Once this additional information had been received the responses were considered on both technical and financial grounds. The result of this was that a further contractor was eliminated from the list. Mr Sinclair explained that the remaining tenderers referred to as A & B had then been scored on a list of 8 items. Councillors were provided with an anonymized handout showing the analysis. Contractor A had scored higher than contractor B on every item other than price where they (A) were more expensive. Mr Sinclair outlined his reservations around using the cheaper contractor (B) who had missed adequate method statements and plant lists from his original tender and had not provided sufficient detail to ensure compliance, particularly on the proposed build out. He advised Council that in addition he had difficulty contacting contractor B and still had reservations even after obtaining further information about some of their response.

Mr Curtis asked whether there was scope to negotiate contractor A's price down.

In answer to questions Mr Gray advised that the money will come out of a pot of S106 money held by OCC Highways and that although contractor A was more expensive the OCC Highways budget for the Cycle Path was still in excess of the contractor's quotation. Highways have now agreed that their official contractor should be allowed to tender for the work as well, this tender is still to be received. Regardless of who gets the contract it is likely that Highways will oversee the project for which they will make a charge of 8%, this will also come out of their S106 pot as would any sign-off charges.

After much discussion Mr Gray proposed Council accept tender A at a cost of £60,350 provided that the OCC Highways official contractor does not come up with a better quote.

Mr Gray thanked Mr Sinclair on behalf of Council for his work on the project.

Proposed	Mr Gray	Seconded	Mr Ramsay	Carried	unanimously
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169	To ratify a decision made earlier in the year to increase the Youth Workers hours to 20 hours per week.
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Mr Gray advised that although this decision had been made earlier in the year it needed to be formally ratified by Council. He proposed that the Youth Workers hours be increased to 20 hours per week backdated to the start of Monica Brown's appointment to the role.

Proposed	Mr Gray	Seconded	Mr Curtis	Carried	With 1 abstention
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170	To discuss and agree a proposal for tree planting in the village.
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Mrs Venners addressed council about the background to the proposal for additional tree planting in Cholsey. Councillors were provided with a plan showing where tree planting might take place in the Recreation Ground/ Whitehead Meadow and Jubilee Field. Mrs Venners who is an arboriculturist, advised Council that Cholsey's tree population is ageing and the plan would be to bolster some of the existing areas and replace some of the trees which had failed. Three or four areas would be planted with small copses. The trees to be planted would be small native species to prevent future management issues with the exception of a few specimen oaks. In total it was proposed to plant around 100 new trees. They had been mindful of keeping the planting manageable and had considered shadow which might be cast and ensured existing residents views would not be obscured. They had been guided by Cholsey Bluebirds when considering trees for the area close to the football pitches.

Mrs Venners and Mrs Beardall proposed to have a community planting event on 28th November open to all residents to go along and plant a tree in locations that will have been marked out prior to the event. Longer term they propose a committee to care for the trees.

Mr Gray proposed Council approve the plan outlined by Mrs Venners.

Proposed	Mr Gray	Seconded	Mr Jenkins	Carried	unanimously
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171	To agree in principle to open a Children's Centre in Cholsey.
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Council reviewed a proposal from Mr Gray to open a Children's Centre in Cholsey. Mr Gray advised that the financial aspects of the proposal would need to be looked at separately as part of the budget setting process to see if Council can afford the Centre. It was proposed initially that the Centre would use the Youth room and Library in the hours they are not occupied, with the possibility of also reusing some of the unused changing room areas. Mr Gray advised that he had been in touch with a number of individuals in the village who were interested in being part of a management group to take the project forward.

Mr Ramsay expressed concerns around recruitment of a sufficiently experienced individual to run the centre with the limited hours Council would be able to offer and did not agree with the costs in the proposal.

After much discussion Mr Gray proposed that Council agree in principle to open a Children's Centre.

Proposed	Mr Gray	Seconded	Mr Bolt	Carried	With 1 abstention
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172	To receive the minutes of the Personnel Working Group including an update on Workplace Pensions.					Action
	Mrs Rowlands reported that the Personnel Working Group had met on 20 th of October. They discussed a number of items including staff pay increases and proposed that Council increase staff salaries by 1.5% from 1 st April 2015 and at the same time increase the Clerk's salary by £1,000 keeping the salary roughly in line with other Parish Clerks pay and recognising the work done by Clerk.					
	Proposed	Mrs Rowlands	Seconded	Mr Jenkins	Carried	unanimously
	Mrs Rowlands and Mr Gray updated Council on the governments Workplace Pension scheme and Councils pension responsibilities under the new legislation. The Clerk was asked to add an action to agenda a discussion on pensions at a future meeting.					AP15/146

173	To receive the Estate Managers report for October					
	Council reviewed the Estate Managers report for October. It was noted that the newly sown grass on the overflow car park at the Pavilion was growing well. It was suggested that the corner post preventing people driving on the newly sown area should be made more visible to stop a recurrence of it being knocked over.					

174	To receive lists of recent Correspondence and Publications and Notices					
	1. LETTERS (including e-mails) (i) Thank you – Sue Ryder for S137 donation (ii) Reminder – Request to attend Town and Parish Council Event – 9 th Nov Oxford Mr Ramsay undertook to attend on behalf of Council. (iii) Invitation – Launch Event LEADER funding – 25 th Nov - Hanney (iv) Invitation – Free Code of Conduct Training – 10 th Nov Didcot. (v) S106 Supplementary Planning document consultation (vi) Plain English Guide to S106 and CIL for Parish Councils Mr Gray provided copies to councillors (vii) Oxfordshire Together write-up. (viii) Letter from CAPA re: disused allotments on Wallingford Rd The Clerk was asked to add this for discussion at a future agenda. (ix) CIL – Statement of minor modifications (x) OCC – Update to Local List of Information Requirements. 2. REPORTS, PLANS & STRATEGIES (i) District Councillor Report 3. NOTICES, POSTERS and FLYERS 4. MAGAZINES and NEWSLETTERS					AP15/147

175	To receive news items or up-dates from the Chair					
	Mr Gray advised that contractors will be installing the roundels by Fair Mile on the Reading Road on 11th November. The Estate manager has successfully applied for a grant from Southern Electric for two portable emergency generators, and a heavy duty water pump for use in flooding. Mr Gray and the Older Persons Worker are firming up on ideas for the local domiciliary care scheme. They have concluded that it would be too difficult to start a company from scratch but are now working on ideas with existing domiciliary care agencies to provide a better more improved service for local residents.					

176	To receive Councillors' Incident Reports and Items for future Agenda					
	Mrs Hamlyn asked if the maintenance person could check the salt bin on The Forty and loosen the salt if necessary in order to help residents if they need to take salt from there over the winter. Mr Curtis reported that he had been approached by a resident about vehicles cutting into the pedestrian walkway on Church Rd bridge. He asked if Council could investigate putting a metal bollard in place to stop this happening. Mrs Bolt advised that the CCDT would be having their AGM on 13 th November to be followed by a talk on Cholsey's history by Judy Dewey. Mrs Hamlyn advised that she had received a letter from the Secretary of State giving Council permission to grant a lease on the disused allotment site on Wallingford Rd.					AP15/148

The meeting closed at 9:50pm.

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Taylor Woodrow and Binnie & Co. 130 responses 1 person was against 2 didn't want path to be done and didn't think was a dangerous road.

Mr Gray asked Highways Steward said would never recommend that not to go with them. Tenderer asked to give a list of similar work done in area. Mrs Bolt shouldn't go with company raising quite as many alarm bells.

Mr Sheldon signage

Do we need to have in writing that two landowners is cut regularly?

Cutting hedge needs to be cut back well back before spring.