

CHOLSEY PARISH COUNCIL

Minutes of the meeting of Cholsey Parish Council duly constituted and held on Wednesday 1st September 2021 at 7.30pm at The Pavilion, Station Road, Cholsey

Present were Cllrs Bamford (Chair), Neill, Jenkins, Smith, Seed, Pomlett, Dyer-Lynch, Bolt, Parks and Herbert

Also present the Clerk and District Cllr Simpson

128.To receive apologies for absence

Apologies were received from Cllr Hope-Smith.

129.To hear questions or comments from members of the public (max 15 mins)

There was none.

130.To receive any reports from County and/or District Councillors

District Cllr Simpson's written report was noted. She highlighted some important items including the Oxford 2050 consultation.

131.To receive Declarations of Personal and Pecuniary Interest for any agenda items

There were none.

132.To approve and sign the minutes of the meetings held on 4th August 2021

The minutes were agreed and signed by the Chairman.

Proposed Cllr Bamford **Seconded** Cllr Neill **Carried** Unanimously

133.To note reports of updates from Action Point Register

No updates

134.To note Clerk's Report

Cllr Bolt and the Clerk have sorted out the archive cupboard. It was agreed to book a confidential waste service to dispose of papers.

The asset register needs to be reviewed.

The Clerk noted that a process was needed to reimburse incidental expenses for the Environment Group. It was agreed to set aside a budget of £500 for the group and the Clerk will liaise with the Environmental Coordinator.

Proposed Cllr Herbert **Seconded** Cllr Seed **Carried** Unanimously.

135.To note correspondence regarding grass cutting

The correspondence was noted and will be fed into the consultation.

The grass verge contractor to be reviewed.

136.To note Pavilion update and appoint lead councillor for works

The Chair of the Pavilion Trust has resigned. An extraordinary meeting has been called for tomorrow.

Cllr Smith is to take over as project manager of the air source heat pump works. All users have been made aware that there will be limited hot water until the works are completed.

Issues with hot water in the complementary health centre are being investigated.

Need to get three quotes for the roof.

137.To agree response to Oxfordshire's Bus Improvement Plan

The consultation response was discussed and agreed.

138.To discuss options for email addresses

Cllr Pomlett reported on the progress of the website and explained the issues around email

Mrs L. Dalby, Parish Clerk – 01491 652255

Clerk.cpc@outlook.com

Cholsey Parish Council, The Pavilion, Station Road, Cholsey OX10 9PT

CHOLSEY PARISH COUNCIL

addresses. Agreed to have more formal email addresses. Need to consider what content is needed on the website. To be reviewed on 20th October.

139.To note Estate Managers Report

Noted

140.To note Finance Report

Noted and agreed.

141.To consider planning applications as at 27th August 2021

P21/S3394/HH	Single storey side and single storey front extension. 32 West End Cllr Smith took council through the application concerns about the parking as there isn't room for two cars allowing space to access the building or the cars. In contravention of the NP. Make comment. Proposed Cllr Smith Seconded Cllr Pomlett Unanimous.
---------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

142.To resolve to exclude the press and public

Pursuant to Section 1 of the Public Bodies [Admission to Meetings] Act 1960 the council will be asked to exclude the press and public from the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

No public were present.

143.To discuss staffing matters

Cllr Bamford gave a report on the current staff situation The Estate Manager has resigned and will leave at the end of the month.

It was agreed to review the role and create two new roles of Deputy Clerk and Estate/Facilities Manager. Roles to be reviewed after three months. This will require agreement from the Pavilion Trust.

Salaries were discussed and increases were agreed from 1st October.

Proposed Cllr Bamford **Seconded** Cllr Neill **Carried** Unanimously

Agreed to employ a temporary member of admin staff until permanent staff members are in place.

144.Items for report or inclusion on next agenda

- Next meeting – environmental working group and planning only.
- Co-options
- Grant to Hort Soc
- Plaque presented to Mr Gray
- Screen for meetings
- COPA letter
- Ha'penny Lane should be a proper road to prevent Papist Way being used as a rat run. Speeding a continuing issue. 20's plenty. Speed signs from County.
- Flower show – Cllr Bamford to write to Hort Soc and Volunteers and thank them for everything they did.
- Emergency Plan

Mrs L. Dalby, Parish Clerk – 01491 652255

Clerk.cpc@outlook.com

Cholsey Parish Council, The Pavilion, Station Road, Cholsey OX10 9PT