

CHOLSEY PARISH COUNCIL

Minutes of the meeting of Cholsey Parish Council duly convened and held on Wednesday 4th October 2023 at 7.30pm at The Pavilion, Station Road, Cholsey

Present were Cllr D. Bamford, Cllr Bolt (from 7.45pm), Cllr J. Collins, Cllr J. Finch, Cllr J. Hope Smith, Cllr P. Jenkins, Cllr L. Nixon (Chair), Cllr K. Pomlett, Cllr M. Smith (from 7.45pm), Cllr C. Worley

Also present were C. Bird (Clerk), SODC Cllr A-M. Simpson (8.05-8.15pm), two members of the public (7.30-7.50pm)

Start time: 7.30pm

End time: 9.40pm

92. To receive apologies for absence

Apologies were accepted from Cllr Herbert.

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

None received.

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

Two residents attended to speak about a planning application under discussion at the meeting.

95. To approve and sign the minutes of the meeting held on 13th September 2023

It was **resolved** to approve the minutes of the meeting held on 13th September and they were signed by Cllr Nixon.

96. To receive any reports from County and/or District Councillor

SODC Cllr Simpson's report was noted with thanks.

97. To note the Clerk's Report (verbal)

The Clerk outlined the Parish Office's priorities for the remainder of 2023, including the 2024/2025 budget and Strategic plan.

The Chair highlighted several items of interest from the August OALC newsletter.

98. To review and agree any changes to the Allotment bonfire policy

It was agreed to defer this item until the next meeting; Cllr Herbert is leading on this item and is unwell.

99. To receive update from the Transport Working Group (Cllr Worley)

a. To agree whether to apply for an SODC grant towards a possible recreation ground footpath project

By way of updates, Cllr Worley reported that the OCC parking restriction consultation has now opened and is being publicised to residents. The consultation will close on 3rd November 2023. He has recently also met with OCC to discuss traffic calming measures on the A329.

Cllr Worley will organise a meeting of the Transport Working Group which last met in March 2023 (a planned meeting in July was cancelled at short notice due to several attendees being unavailable).

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It was **resolved** to apply for an SODC grant towards a possible recreation ground footpath project. The grant deadline is 3rd November 2023.

Cllr Worley will prepare and submit the grant application on behalf of Council, liaising with the Clerk. Given the upcoming deadline, he will base the application on quotes obtained previously in early 2022 for a tarmac path.

It is noted that this is not a decision to proceed with the recreation ground footpath project but a resolution to apply for this specific grant opportunity. A business case for this project will be prepared for Council to consider at a future meeting when specifications have been confirmed and up-to-date quotes obtained. The proposed project will also likely be subject to a tendering process according to the Council's Financial Regulations.

The Clerk has shared information with the Council about a self-binding gravel footpath recently constructed by South Moreton Parish Council with the support of Trust for Oxfordshire's Environment (TOE).

100. To receive update from Cllr Finch on an outdoor gym proposal and agree whether to spend CIL funds on this project

Cllr Finch has obtained three quotes for outdoor gym equipment to be provided and installed in the recreation ground.

It was agreed that Cllr Finch will work with one of the companies Fresh Air Fitness to prepare a detailed proposal of equipment and siting.

It was unanimously **resolved** to spend up to £15,000 of CIL funds on this project. In line with the Council's Financial Regulations, this project is below the financial threshold where a tendering process is required.

101. To discuss the 5-year Strategic plan – preparing the first draft

The Clerk and Cllr Pomlett have begun a first draft of the Strategic Plan which currently identifies six long-term priority areas with some ideas for specific objectives under each of these.

Councillors will provide their input on the draft as soon as possible and by the end of October. The Clerk will continue to work on mapping residents' contributions to the 'Cholsey We Choose' project onto the six provisional priority areas.

Objectives identified for 2024/2025 will need to be incorporated into the budget currently being worked on.

The aim is to have a draft strategic plan prepared by the end of November 2023, with a version published in January 2024.

102. Finance **a. To note conclusion of external Audit**

The outcome of the external audit for 2022/2023 was noted.

The Council received a qualified audit from the external auditor. The external auditor commented that the Council should not have ticked 'Yes' to Assertion 3 on the Annual Governance Statement with regards to publication of the annual financial information online. The reasons for this were as follows:

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- The 2018/2019 audit documents were not available at the time of the internal audit. These have subsequently been located and published online.
- Due to the handover between the previous and new Clerk in early October 2022, the notice of audit for the 2021/2022 process was published on Parish Council noticeboards but was not published online as required.

b. To approve payments made and note payments received

The payments were approved.

103. To agree responses to planning applications as at 27th September 2023

P23/S2977/HH	Two storey side extension and single storey front extension 40 Crescent Way It was resolved to make no comment.
P23/S2710/HH	Single storey side extension 29 Honey Lane It was resolved to make no comment.
P23/S3015/RM	Application for approval of reserved matters following outline approval for new detached dwelling Land to rear/side of 75 Honey Lane It was resolved to object due to the proximity to a junction of the proposed vehicular access to the new dwelling – pending further information from Highways.

104. To note planning decisions as at 27th September 2023

P23/S2070/HH	Erection of outbuilding The Hazels, 12 Church Road Granted by SODC
P23/S2553/LB	Installation of Air source heat pump Kentwood House, 81 Station Road Granted by SODC

105. Items for information or inclusion on future agenda

Neighbourhood Plan next actions

Update from Finance Committee meeting to be held 16th October

Allotment bonfire policy

Cllr Jenkins shared concerns about an area of land he believes needs strimming at Buckthorn Lane/Honey Lane

Next meeting of full Council: 7.30pm, 25th October 2023, Great Hall, Cholsey Meadows