

CHOLSEY PARISH COUNCIL

Minutes of the meeting of Cholsey Parish Council duly convened and held on Wednesday 17th April 2024 at 7.15pm at The Pavilion, Station Road, Cholsey

Present were Cllr D. Bamford, Cllr V. Bolt, Cllr J. Collins, Cllr J. Finch, Cllr G. Herbert, Cllr J. Hope-Smith, Cllr L. Nixon (Chair), Cllr K. Ofield, Cllr M. Smith

Also present were C. Bird (Clerk), SODC Cllr B. Manning (7.20-7.35pm), C. Miners, S. Raisey-Skeats

Start time 7.20pm

End time 9pm

201. To co-opt new members to the Parish Council

It was unanimously **resolved** to co-opt Clive Miners and Stuart Raisey-Skeats as members of Cholsey Parish Council, and declarations of acceptance were signed before the Clerk.

202. To receive apologies for absence

Apologies were accepted from Cllr P. Jenkins.

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

There were none.

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

There were none.

205. To approve and sign the minutes of the meeting held on 13th March 2024 (Appendix A)

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

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

The SODC Councillors' report was noted with thanks.

207. To note the Clerk's Update, in particular:

a. To approve and adopt the following:

i. Health and Safety Policy (Appendix B)

The updated Health and Safety Policy was approved.

ii. GDPR Data Protection Policy and GDPR Data Breach Policy (Appendix C and Appendix D)

The GDPR Data Protection Policy and GDPR Data Breach Policy were approved.

b. Annual Community Meeting planning update

A subgroup of Councillors and the Clerk had met to progress plans for the Annual Community meeting on Saturday 11th May. The Clerk will follow up with community organisations and Councillors and Officers will collaborate to prepare materials on the Strategic Plan, Estates (including allotments, play and leisure), Environmental initiatives/CHEC, Growing Better Together, Emergency Plan, and Transport developments including the Station Working Group.

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208. To note the Estate Manager's Report (Appendix E), in particular:

a. To agree next steps in the Tree Risk Management process

Based on the Estate Manager's recommendations, it was unanimously **resolved** to accept the quote from a local arboriculturist (Contractor C) to carry out a tree risk assessment survey at a cost of approximately £1400 plus VAT. The Council agreed that, in line with industry advice, the Estate Manager would arrange for tree surveys to be carried out at intervals of 28 months. This will mean that estate trees will be surveyed in different stages of leaf and dormancy.

b. To agree next steps in the Car Park Renovation project

Initial quotes received confirm that this project will be subject to a public tendering process, and this was agreed as the next step. Cllr Bolt will continue to act as Councillor Lead on this project working with the Estate Manager and Clerk.

209. To agree next steps in the Recreation Ground Path project

It was **resolved** to undertake a short survey of the community to establish whether the construction of an all-weather path across the Recreation Ground would be supported by residents. The Clerk will produce a draft version with the aim of starting the survey at the Annual Community Meeting. Cllrs Bolt, Finch and Raisey-Skeats will work with Council employees on this project.

It was discussed that it is not feasible for the path to be routed to the back entrance of Cholsey Primary School due to seasonal flooding of the School's playing field. It was therefore agreed that, if this project proceeds, the path would need to be routed from the Pavilion entrance of the Recreation Ground to the Church Road entrance of the Recreation Ground.

210. To receive update on developing a Community Emergency Plan

Cllr Smith gave an update on progress with the Emergency Plan and will prepare materials on this for a table at the Annual Community Meeting.

211. To receive update from the Transport Lead (Cllr Collins), in particular:

Cllr Collins reported that there are no new updates on parking restriction changes and the proposed A329 crossing but these items continue to be followed up with Oxfordshire County Council.

Cllr Collins and Cllr Finch had a good meeting with the new Regional Development Manager at GWR who is now actively looking into the accessibility and condition of Cholsey Station. The Station Working Group will await her further input before agreeing next steps.

Information about the GWR scheme which supports people with disabilities to access an alternative station will be promoted in the meantime.

a. To agree Station Working Group Terms of Reference (Appendix F)

The new Station Working Group Terms of Reference were approved.

b. To appoint members to serve on the Station Working Group

Cllrs Collins, Finch and Ofield were appointed to the Station Working Group.

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212. Finance

a. To agree response to 2024/2025 S137 grant request for 'Fun in the Park'

It was unanimously **resolved** to approve the S137 grant request of £1500 in 2024 for the two-week 'Fun in the Park' summer event on the Recreation Ground. It is hoped that in future years more funding for this event can be sought from external grants.

b. To approve payments made and note payments received (Appendix G)

The payments were approved and the latest bank reconciliations signed by Cllr Finch and Cllr Herbert.

213. To agree responses to planning applications as at 11th April 2024 – none received since previous agenda

There were none.

214. To note planning decisions as at 11th April 2024 – none received since previous agenda

There were none.

215. Items for information or inclusion on future agenda

Encouraging greater use of Councillor Sharepoint site for sharing key materials
Cholsey Village CIC – Cllr Bamford to provide a 6-month update June/July 2024
May Fair and Green Fair, Sunday May 5th
CHEC Transport Group family cycle event
Monitoring through traffic/possibility of speed restrictions on Wallingford Road
EV charging scheme (potential visit from OCC officer to discuss this)
The condition of 20 The Forty (Tesco building) including external bollards