

CHOLSEY PARISH COUNCIL

To all members of the Council, you are hereby summoned to attend the meeting of Cholsey Parish Council on Wednesday 26th June 2024 at 7.15pm to be held at The Great Hall, Cholsey for the purpose of transacting the following business.

Members of the public and press are invited to attend all Council meetings.

20th June 2024,
Claire Bird, Clerk to the Council

AGENDA

1. To receive apologies for absence
2. Public participation session: to hear questions or comments from members of the public (max. 15 mins)
3. To receive Declarations of Personal or Pecuniary Interest for any agenda items (*note, this does not preclude later declarations*)
4. To approve the Minutes of the meeting held on 5th June 2024 (Appendix A) and receive update on any Minute items
5. To receive any reports from County and/or District Councillors
6. To note Clerk's report (verbal), in particular:
 - a) To approve and adopt a Scheme of Delegation (Appendix B)
 - b) To discuss participation in the Agatha Christie Mystery Weekend 2024
7. To note Estate Manager's report (Appendix C), in particular:
 - a) To receive a report on the proposed Community Allotment project and agree the use of a £1050 donation from Cholsey Allotments Protection Association for this project (Appendix D)
8. To receive results of the Recreation Ground path community survey and agree next steps (Appendix E)
9. To receive an update on the Mend the Gap funding proposal (Environment Coordinator)
10. To receive a Transport update, in particular:
 - a) To approve the formation of a Transport Committee, to replace the existing Transport Working Group
11. Finance
 - a) To agree to transfer the CIL bank account to a new provider (in response to new developments following the resolution made at the 8th May 2024 Council meeting)
 - b) To approve new payments and note payments received (Appendix F)
12. To consider planning applications as at 20th June 2024

P24/S1844/HH	New entrance porch, 19 Downside
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13. To note planning decisions as at 20th June 2024

P24/S1380/HH	Single storey rear extension and garage conversion, 6 Goldfinch Lane Granted by SODC
P24/S1223/HH	Single storey rear extension, 18 Rothwells Close Granted by SODC
P24/S1275/HH	Vehicle access change, Fairways, Church Road Granted by SODC
P/S0726/FUL	Erection of two semi-detached houses, 17 Charles Road Appeal dismissed by Planning Inspectorate

14. Items for report or inclusion on next agenda
15. To confirm the date of the next Full Council meeting – Wednesday 26th June, 7.15pm, Great Hall, Cholsey Meadows

CHOLSEY PARISH COUNCIL**Minutes of the meeting of Cholsey Parish Council duly convened and held on Wednesday 5th June 2024 at 7.15pm at The Pavilion, Station Road, Cholsey**

Present were Cllr D. Bamford, Cllr V. Bolt, Cllr G. Herbert, Cllr L. Nixon (Chair), Cllr P. Jenkins, Cllr M. Smith

Also present were C. Bird (Clerk), one member of the public, District Cllr B. Manning (from 8.50pm)

Start time: 7.20pm

End time: 9.05pm

27. To receive apologies for absence

Apologies were accepted from Cllr J. Collins, Cllr J. Finch, Cllr J. Hope Smith and Cllr K. Ofield.

Apologies were also received from District Cllr Simpson and County Councillor Bloomfield.

Cllr Raisey-Skeats has resigned from his role of Parish Councillor for health reasons. The Clerk will arrange a notice of casual vacancy.

The Parish Council currently has 10 of 13 Councillor seats filled and therefore three Councillor vacancies.

28. Public participation session: to hear questions or comments from members of the public (max. 15 mins)

There were none.

29. To receive Declarations of Personal or Pecuniary Interest for any agenda items (*note, this does not preclude later declarations*)

Cllr Bamford declared an interest in planning application MW.0115/21 due to its proximity to his property.

30. To approve the Minutes of the meeting held on 8th May 2024 (Appendix A) and receive update on any Minute items

It was **resolved** to approve the Minutes of the meeting held on 8th May and they were signed by Cllr Nixon.

It was noted that Nationwide are not currently accepting new business accounts and so a new provider for the CIL Projects bank account may need to be considered.

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

Reports received from the District Councillors and County Councillor were noted.

32. To note Clerk's report (verbal), in particular:**a) To share feedback from the Annual Community Meeting, 11th May**

Feedback from residents at the event was discussed.

b) To receive update following a catch-up meeting with Cholsey Bluebirds FC, 9th May

The Clerk's update was noted.

c) To discuss correspondence from the OCC Highway Engagement Team (received 22nd May)

It was agreed to arrange a site visit with the newly formed team. The Clerk will arrange this, liaising with the Transport Lead. Councillors will compile a list of Highway concerns.

d) To discuss correspondence from Community First Oxfordshire's Rural Housing Enabling Service (received 25th April)

It was agreed to discuss the possibility of a Housing Needs Survey with CFO. The Clerk will arrange this.

e) To discuss correspondence from R. Bailey regarding lithium battery fires (received 17th May)

It was **resolved** to write in support of a campaign to improve safety in this area.

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33. To note the Estate Manager's report (Appendix B), in particular:

a) To review and adopt the Tree Risk Management Plan (Appendix C)

It was **resolved** to adopt the Tree Risk Management Plan.

The Council expressed their thanks to the Estate Manager for her efforts in improving allotment plots and reducing the allotment waiting list.

34. To receive update on the Recreation Ground path community survey and agree next steps

The Clerk reported that 193 responses to the online survey have been received so far. The survey will be closed on 14th June and the results analysed.

35. To receive update from the Transport Leads (Cllr Collins and Cllr Raisey-Skeats)

It was noted that a public consultation on 20mph speed limits for Cholsey will likely be carried out by Oxfordshire County Council in August.

36. To receive update on the office refit proposal and agree budget spend (Cllr Smith)

Cllr Smith's update was noted and it was agreed that he would continue to take this forward with the office team. Council have allocated £5000 in the 2024/2025 budget for this project, and up to a further £1000 has previously been approved for expenditure on the internal office window if needed.

37. Audit 2023/2024: to consider the 2023/2024 AGAR submission to the External Auditor

a) To receive and review the report from the Internal Auditor for 2023/2024

The report was noted. The Internal Auditor's opinion is that the systems and internal procedures at Cholsey Parish Council are well established and followed.

b) To agree the Annual Governance Statement for 2023/2024

It was unanimously **resolved** to agree the Council's Annual Governance Statement for 2023/2024 and it was signed by the Clerk and the Chair.

c) To agree the Accounting Statement for 2023/2024

It was unanimously **resolved** to agree the Council's Accounting Statement for 2023/2024 and it was signed by the Chair.

d) To consider the draft Statement of Variance

The Statement of Variance was noted. The key variance is due to receipt of CIL funds in 2023/2024.

e) To agree dates for the Notice of Public Rights

The dates for the Notice of Public Rights were agreed, commencing on Tuesday 11th June and ending on Monday 22nd July. The Clerk will publish the notice on the Council website and notice boards.

The Council expressed their thanks to the RFO and Clerk for a successful internal audit and the work this entailed.

38. Finance

a) To agree response to 2024/2025 S137 grant request from the Cholsey Village Show

It was unanimously **resolved** to make a grant of £400 to this year's Village Show.

b) To agree response to 2024/2025 S137 grant request from Home Start

It was unanimously **resolved** to make a grant of £250 to Home Start.

c) To approve new payments and note payments received (Appendix D)

The payments were approved and signed by Cllr Herbert and Cllr Jenkins.

CHOLSEY PARISH COUNCIL

39. To consider planning applications as at 30th May 2024

P24/S1601/HH	First floor extension and modified roof, 68 West End It was resolved to comment that in line with Policy CNP H7, confirmation is required that sufficient parking will be available once works complete.
P24/S1321/LB	Installation of solar panels, Kentwood House, 81 Station Road It was resolved to support this application.
MW.0115/21	Extraction and processing of sand and gravel, Land at White Cross Farm It was resolved to continue to object to this application on the grounds given previously.

40. To note planning decisions as at 30th May 2024

P24/S1170/HH	Hip to gable loft conversion, 34 Papist Way, Granted by SODC
P24/S1169/HH	Hip to gable loft conversion, 32 Papist Way, Granted by SODC

41. Items for report or inclusion on next agenda

Village welcome signage

Verge cutting

Reporting antisocial behaviour to 101

Recreation ground survey results

Mend the Gap proposal

Community allotment

Scheme of delegation

42. To confirm the date of the next Full Council meeting – Wednesday 26th June, 7.15pm, Great Hall, Cholsey Meadows

Cholsey Parish Council

SCHEME OF DELEGATION

This Scheme of Delegation was adopted by the Council, [DATE]

1. Introduction

- 1.1 This Scheme of Delegation sets out the way that Cholsey Parish Council ('the Council') has delegated powers and responsibilities. It supports the Council to function efficiently and effectively; without a Scheme of Delegation, every decision would need to be made at a full council meeting. The Scheme of Delegation gives decision-making powers to Committees and Officers to enable the Council to react to circumstances and operate effectively. The Clerk is given powers over the day-to-day administration of the Council; Committees decide matters within their Terms of Reference; and matters of major policy are decided by full Council. The power to delegate functions is set out in the Local Government Act 1972, s101.
- 1.2 All decisions taken under delegated authority will be in accordance with the Council's Standing Orders and Financial Regulations and this Scheme of Delegation, and where applicable, any other regulations and legislation.
- 1.3 Powers cannot be legally delegated to individual councillors or working groups.
- 1.4 No individual councillor may issue an instruction to an officer but may highlight any issue that they believe requires the attention of the Council. Any issue regarding staff performance may only be raised with the Clerk or through the Staffing Committee.
- 1.5 Working groups are ordinarily established to investigate or review a particular matter then report back to the relevant committee or council with its findings which may include recommendations.

2. Matters reserved for full Council

- 2.1 For avoidance of doubt, the following matters are dealt with by full Council only, notwithstanding that the appropriate committee(s) may make recommendations for the Council's consideration:
 - Approval of the annual budget and setting the precept
 - Approval of all expenditure not otherwise delegated to a committee or officers
 - Approval of the Annual Governance and Accountability Return (AGAR) and internal auditor reports
 - Authorisation of borrowing
 - Adopting or amending all policies including Standing Orders, Financial Regulations and the Scheme of Delegation
 - Making of orders under any statutory powers
 - Making, amending or revoking by-laws
 - Establishing committees and determining their terms of reference and membership
 - Appointment of council representatives to outside bodies
 - Creating, approving or reviewing a Neighbourhood Plan
 - Declaring eligibility for the General Power of Competence
 - All other matters which must, by law, be reserved to the council
 - Appointment and dismissal of the Clerk

3. Delegation to committees generally

- 3.1 Committees are delegated the authority to make decisions in respect of matters consistent with the Terms of Reference for each Committee. All decisions must be exercised in accordance with the law, the council's Standing Orders and Financial Regulations and any approved policy framework and budget.
- 3.2 Committees may decide not to exercise delegated responsibilities and may instead make a recommendation to the council.
- 3.3 A committee may not comprise fewer than three Councillor members.
- 3.4 Any committee established for the controlling of the Council's finances must be solely comprised of Councillor members
- 3.5 The council may at any time, following resolution, revoke any delegated authority.

4. Delegation to specific committees

Finance Committee

4.1 In accordance with the Committee Terms of Reference, the following matters are delegated to the Finance Committee:

- Approving expenditure on behalf of the Council within the agreed annual budget and Financial Regulations
- Reviewing the Council's accounts, including CIL spending and balances, on a quarterly basis and reporting findings to Council as appropriate
- Making recommendations to the Council on the annual budget and precept request
- Considering and recommending to Council Financial Regulations drawn up by the RFO
- Monitoring and ensuring compliance with the internal and external audit process, and other financial procedures, regulations and statutes
- Ensuring adequate financial controls are in place to protect the Council's finances and assets – including internal control systems, insurance and maintenance of the asset register
- Monitoring the Council's financial risk assessments and recommending changes where necessary
- Regularly reviewing the Council's bank accounts and investments and recommending changes where necessary

Staffing Committee

4.2 In accordance with the Committee Terms of Reference, the following matters are delegated to the Staffing Committee:

- Staff recruitment, working with the Clerk as appropriate, and making recommendations to the Council with respect to the Clerk's recruitment
- Confirming individual contracts of employment, job descriptions, and all terms and conditions
- Arranging regular objective review of the Clerk's performance and taking necessary action thereon; in particular, at least annually arrange a staff appraisal involving the Clerk, Council Chair and Staffing Committee Chair
- Appointing a member of the Staffing Committee to seek advice for the

- Committee in the event of a dispute between the Council and the Clerk
- Considering matters arising from the application of the Council’s Disciplinary and Grievance Procedures and taking all necessary action thereon
- As and when required under the Council’s Disciplinary and Grievance Procedures, appointing an Appeals Panel, whose members will not be members of the Staffing Committee, and appointing the Chair of the Appeals Panel who will initiate an Appeals Panel Meeting
- Considering recommendations from the Appeal Panel and take necessary actions thereon
- Regularly (at least annually) reviewing the Council’s Employee and Health and Safety policies and practices, ensuring that these are up-to-date and in place, in conjunction with the Clerk
- Receiving reports from the Clerk and making recommendations to Council regarding:
 - Staffing and office requirements including budget allocations;
 - Staff salaries including annual pay increases;
 - Policy issues relating to staff

5. Delegation to the Parish Council Clerk as Proper Officer

5.1 To allow the council to operate efficiently and effectively, many matters are delegated to the Clerk including day-to-day management of the council’s facilities and administration.

5.2 The Clerk may decide not to exercise delegated responsibilities and may instead make a recommendation to a Committee or the Council. Similarly, for matters where the Clerk has no delegated power, these matters will be referred to a Committee or the council for a decision.

5.3 The council may at any time, following resolution, revoke any delegated authority.

5.4 The Assistant Clerk shall deputise for the Clerk in the Clerk’s absence, or at the Clerk’s direct request.

5.5 As Proper Officer of the council, the Clerk has delegated authority to:

- Act on behalf of the Council on any issue of such urgency that it cannot wait until the next normal Council meeting. If circumstances permit, the Clerk would normally be expected to consult the Chair or Vice Chair if the Chair is unavailable and take their view into account
- Deal with matters specifically delegated by council or committee
- Respond to any correspondence requiring information or relating to previous decisions of the Council
- Issue all statutory notifications
- Receive Declarations of Acceptance of Office from councillors
- Receive and retain a copy of Councillor’s Register of Interest forms
- Receive and retain Council documents and plans
- Dispose of Council documents according to legal restrictions and the Council’s Document Retention policy
- Handle requests for information under the Freedom of Information Act 2000
- Sign notices or other documents on behalf of the Council
- Receive copies of by-laws made by principal authority
- Certify copies of by-laws made by the Council
- Sign summons to attend meetings

- Call any additional meetings of the Council or a Committee as necessary, having consulted with the Chair of the Council or Committee
- Advise on compliance with Standing Orders
- Manage all Council staff
- Manage the provision of Council services, buildings, land and resources (indirectly where reporting Officers have delegated responsibility) including the temporary closure of any facilities as may be required
- Manage maintenance contracts, in conjunction with the Estate Manager
- Deal with dispensation requests from Members under the Code of Conduct
- Take decisions relating to the training of councillors and staff
- Prepare contracts for and appoint all employees in accordance with the Council's staffing structure and policies
- Authorise minor non-fiscal adjustments to contracts of employment and job descriptions to meet the needs of the Council
- Appoint casual/temporary members of staff as needed to meet the business needs of the Council and within existing budgets
- Authorise additional hours of work for existing staff on a temporary basis to support the business needs of the Council, in consultation with the Chair
- Deal with disciplinary matters and hearings in accordance with the Council's Disciplinary Policy, in conjunction with the Staffing Committee
- Act as Data Compliance Manager ensuring Council's GDPR requirements are followed
- Ensure that statutory and other Health and Safety provisions governing Council are observed
- Be responsible for the overall management of all budgets in accordance with Council policies
- Authorise expenditure within the thresholds set out in the Council's Financial Regulations
- Develop projects for consideration by Council
- Apply for grants and other funding on the Council's behalf
- Prepare and submit planning application consultation responses where the Council's agreed stance is known
- Issue press releases on any Council activity exercised in accordance with Council policy
- Coordinate the Council's website, social media, press relations and newsletter articles (e.g. for The Forty Magazine), in consultation with the appropriate councillors as required
- Ensure the Council adheres to the Local Government Transparency Code
- Appoint consultants as and when required

6 Delegation of Planning powers

6.1 Comments to be submitted by Council on planning applications will normally be considered at the monthly Full Council meetings.

6.2 Any planning applications which are not able to be considered in the normal way shall be received by the Clerk who will provide details to Councillors. The appointed Council Planning Leads will provide their advice to Councillors, and if no unresolved questions or concerns arise from Councillors in a given timeframe, the Clerk shall be delegated to inform the Planning Department of the decision advised by the Council's Planning Leads. Where unresolved concerns arise from Councillors, the Clerk will call a meeting which may require an additional full Council meeting to decide the Council's comments on the application.

7 Delegation to the Responsible Financial Officer (RFO)

7.1 As Responsible Financial Officer of the council, the RFO has delegated authority to:

- Ensure compliance with Financial Regulations
- Ensure compliance with all financial procedures
- Determine accounting policies, records and control systems
- Oversee the financial management of the Council including financial risk management
- Report to the Finance Committee on the financial performance of the Council
- Oversee the management of the budget process
- Prepare a budget and precept request proposal for presentation to the Council
- Undertake the annual closure of Council accounts and completion of the Annual Governance and Accountability Return (AGAR)
- Report to internal and external auditor matters under Local Government Finance Act 1988, s114
- Arrange and manage the Council's insurance cover
- Arrange opening of new bank accounts on behalf of the Council
- Manage Council salaries in accordance with contracts of employment

8 Delegation to the Chair

8.1 No matter may be delegated to the Chair except for the following:

- Convening an extraordinary meeting of the Full Council
- Receiving the resignation of any member
- When attending a Full Council meeting, the powers granted to a chair of a meeting

8.2 The Chair and Vice Chair shall act informally as line managers for the Clerk

8.3 When a Councillor acts in the role of the chair of a meeting, they shall have the power to:

- Convene an extraordinary meeting of the relevant Council or committee.
- Direct the order of speaking.
- Direct any response to a question posed during public participation.
- Permit an individual to be seated whilst speaking.
- Suspend or close a meeting, where a resolution has been made to that effect, or where the meeting is subject to disorderly conduct, in accordance with the Council's Standing Orders
- In the case of an equality of votes on any matter, exercise a casting vote.
- Determine the rules of debate, in accordance with the Council's Standing Orders.
- Determine a point of order.
- Put a motion to the vote.
- Sign the minutes of a previous meeting, once confirmed by a resolution as an accurate record.
- Move that a person be silenced or excluded from the meeting for disorderly conduct.

Statement prepared for adoption by Cholsey Parish Council at its meeting on [DATE]

Signed by Chair Cholsey Parish Council

Clerk/Proper Officer

RFO

Estate Manager's Report to Parish Council, June 26th 2024**Allotments**

Cholsey Meadows Allotment Site:

All the plots are now tenanted and we have a waiting list of two.

Ilges Lane Allotment site:

The waiting list for the Ilges Lane site is now at two people with two plots available, although these plots are not the best. I am waiting to hear from one prospective new tenant.

Station Road Allotment site:

The waiting list for the Station Road site is now at two with two plots available. The two people on the waiting list, one would like a small plot which is unavailable and the other would like to wait until next year.

Plot availability has been included in the Clerk's article for the Forty magazine.

Cholsey Community Allotment

Please see separate report.

Allotment Inspections

All three allotment sites will be inspected shortly. My thanks to councillors who have agreed to inspect the plots.

Recreation Grounds and Play Areas.**Recreation Ground**

The grass tiles around the table tennis table have now been installed and will prevent further erosion of the grass around the fixture.

Playgrounds**Cholsey Meadows Play Area**

The new wooden gates have moved so that the gate latches do not match up, the maintenance person will be moving the latch so that the gates can be shut.

Station Road Play Area.

The Play Equipment contractor has now completed all the ordered repairs to both the toddler area and the older children area.

The maintenance person will be repairing the wooden staging at the top of the slide on the mound. This was severely damaged by vandalism and has been taken out of use because there are some very sharp metal edges.

Skatepark Notice

Owing to vandalism, for Health and Safety, the new Skatepark Notice has had to be removed. It has persistently been turned around and now has had two corners broken/ripped off leaving very sharp, jagged edges.

Hedges and Verges

We have received a number of concerns from residents about overgrown hedges and verges.

Where health and Safety concerns are apparent, the maintenance person has been cutting back the overgrown parts, for example, along the designated footpath over the Bunkline bridge, the boundary hedge at Station Road allotment site, and will be cutting back grass to the right of the train station exit, the junction at Celsea Place/Papist Way to improve line of site for vehicles.

Cholsey Parish Council

Report subject	Proposed Community Allotment Project, Cholsey
Meeting	Full Council
Meeting date	26th June 2024
Report author	Lesley Caswell (Estate Manager) Vicky Beardall-Richards (Environment Coordinator)
Report contact details	estatemanager@cholseyparishcouncil.gov.uk

1. Proposal

It is proposed that the Council **resolves** to provide a plot for a Community Allotment on the Ilges Lane allotment site and to fund the initial development of the plot using a £1050 donation provided to the Council by CAPA upon its closure.

2. Overview

2.1 Strategic fit

Providing a community allotment on the previous Cholsey Allotment Protection Association (CAPA) plot on the Ilges Lane site would help encourage community activities and local food growing, in line with the 2024-2029 Strategic Plan (adopted 21st February 2024) which includes the following objectives:

Strategic Goal 1 – To protect our environment by taking action against climate change and biodiversity loss

Strategic Objective 1c – Reduce waste

Action – Promote food sharing and composting

Strategic Goal 2 – To support and improve the health, wellbeing and safety of Cholsey residents

Strategic Objective 2a – Improve health

Action – Support gardening, vegetable- and fruit-growing projects

Action – Promote the availability of locally grown, healthy food

Strategic Objective 2b – Improve wellbeing

Action – Support community activities that reduce isolation and increase inclusion

Strategic Goal 3 – To help build a more resilient community

Strategic Objective 3b – Maintain strong, inclusive and caring communities

Action – Support the development of community growing initiatives; encourage allotment communities

2.2 Project funding and development

It is proposed that the costs to initiate this project be funded using a donation of £1050 given to the Parish Council by CAPA upon its closure.

The project would then continue to be run by volunteers, through the Growing Better Together collaboration between Cholsey Horticultural Society, Cholsey Environment Champions (CHEC, Food and Growing CHEC group) and Parish Council allotment sites.

On June 16th 2024, residents were invited by 'Growing Better Together' to come and suggest their ideas for the site. Engaging the community from the project's start is key to the future success of the community allotment, and to encourage a wide variety of people to come we offered a range of activities. We provided an opportunity to discuss how the space could be developed, ran a plant swap, offered a plant activity in the new raised bed, and had a fire so that visitors could roast marshmallows. We also cooked bacon over the fire and gave free bacon butties, which were very popular! All who visited thought it is a great use of the space and came up with ideas for the development of the area. We are waiting for some more feedback from some of the people who attended the event.

The site currently has three sheds and there is a water trough and tap adjacent to the plot. The development of the site depends on the feedback we receive, but possible ideas include building community compost bins, raised beds, greenhouse/polytunnel, providing a covered area for socialising and keeping dry. A number of potential user groups could access the facility including residents who are unable to grow on a larger, allotment-sized scale; children from the local schools, preschool or toddler groups; people who are struggling with isolation etc. Again, this depends on the response from the community. It may be necessary to form a group to coordinate this project and to obtain further grant funding, however a large part of the development of the allotment can use donated materials and volunteer time.

The Sunday June 16th Event



2.3 Duties and Powers

- 2.3.1 The Parish Council has a statutory duty to consider the effects of decisions on Biodiversity and Crime and disorder in the area. As the Council has also declared a Climate Emergency, this must be considered in plans for this project.
- 2.3.2 The Parish Council has the power to acquire and provide land for allotments¹ and has a duty to provide allotments if there is demand.

¹ Local Government Act 1972 s124; Allotments Acts 1908-1950

Cholsey Parish Council

Report subject	All-weather Recreation Ground path: Community survey results
Meeting	Full Council
Meeting date	26th June 2024
Report author	Claire Bird (Clerk)
Report contact details	clerk@cholseyparishcouncil.gov.uk

1. Proposal

It is proposed that the Council **resolves** to form a Working Group to review the results of the community survey in detail, and if appropriate to then develop a project proposal for the potential path, for consideration by Council.

2. Community survey results

An online community survey (using Microsoft Forms) was launched at the 11th May Annual Community Meeting and open for responses via the Council's website until 6pm on 14th June.

204 responses were received and the results were as follows.

2.1 Is there support for use of funds for this project? (Questions 1 and 2)

Questions 1 and 2 asked respondents to indicate whether they considered building an all-weather path through the Recreation Ground to be a good use of funds:

Question 1:

Cholsey Parish Council is considering building an all-weather path through the Recreation Ground, from the Pavilion carpark to the Church Road entrance next to Cholsey Brook/Cholsey Primary School.

Is this something that you would consider a good use of funds?

[More Details](#)

● Yes	159
● No	35
● Not sure	10



In response to Question 1, of the 204 respondents, 78% considered the path a good use of funds; 17% did not consider it a good use of funds; and 5% were not sure.

116 free-text comments were then received under Question 2, which simply provided space for comments following Question 1.

The below word cloud of Question 2 responses has been generated via Microsoft Forms:



An online summariser tool has been used to produce the below summary of Question 2 comments on whether a path would be a good use of funds:

Positive Feedback:

1. Accessibility and Safety:

- The path would improve safety for children walking to school and for wheelchair/pushchair users.
- It would provide a safer and cleaner route, especially in wet weather, preventing muddy and slippery conditions.
- It would ease pedestrian congestion on narrow pavements around the village.
- It would encourage more families to walk through the park instead of using busy roads.
- It could potentially reduce parking congestion near the school by promoting walking.

2. Community Benefits:

- Many respondents believe the path would be a valuable asset for the community, providing better access for people with mobility issues and making the park more usable year-round.
- The path would offer a more pleasant walking experience across the park.

3. Support for the Idea:

- A significant number of respondents think it is a great idea and support its implementation.
- Suggestions for grants to fund the project were mentioned.

Negative Feedback:

1. Cost and Priorities:

- Concerns were raised about the cost of building and maintaining the path, with some suggesting the money could be better spent on other village amenities.
- Some respondents believe existing paths are sufficient if properly maintained and suggest focusing on improving current infrastructure.

2. Environmental and Aesthetic Impact:

- There are worries that the path would spoil the natural look and feel of the park, making it more urban.
- Some fear it might lead to further development, negatively impacting the green space.

3. Usage and Practicality:

- Several respondents doubt the necessity of the path, arguing that it might not be widely used or that it could conflict with existing park uses like football pitches.
- Concerns were also raised about the potential impact on wildlife and the need for additional lighting, which could increase light pollution.

Suggestions and Alternatives:

- Building the path with natural materials to maintain the park's aesthetic.
- Ensuring the path is wide enough for pushchairs and wheelchairs.
- Considering alternative routes that minimize impact on recreational spaces.
- Linking the path to other parts of the village for greater connectivity.
- Maintaining existing paths and ensuring they are clear of overgrown foliage.

Overall: The survey responses reflect a mix of strong support and significant concerns. While many see the path as a valuable improvement for safety and accessibility, others worry about cost, practicality, and the environmental impact on the park's natural feel.

~~In response to Question 3, of the 204 respondents, 78% considered the path a good use of funds; 17% did not consider it a good use of funds; and 5% were not sure.~~

2.2 Potential impact on personal use of the Recreation Ground

Questions 3 and 4 asked respondents to indicate whether they/their family would be more likely to use or walk through the Recreation Ground if an all-weather path were provided:

Question 3:

How much do you agree or disagree with the following statement:

An all-weather path would mean that I/my family would be more likely to use or walk through the Recreation Ground.

[More Details](#)

Strongly disagree	40
Disagree	11
Neutral	24
Agree	65
Strongly agree	64

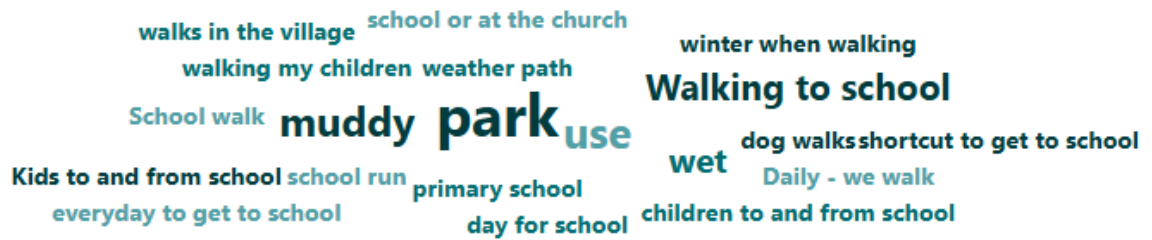


In response to Question 3, of the 204 respondents, 63% agreed or strongly agreed that a path would mean they would be more likely to use the Recreation Ground; 25% did not agree; and 12% were neutral.

126 free-text comments were then received for Question 4 which provided space for comments following Question 3.

The below word cloud of Question 4 responses has been generated via Microsoft Forms:

27 respondents (21%) answered **park** for this question.



An online summariser tool has been used to produce the below summary of Question 4 comments on whether a path would affect use of the Recreation Ground:

Frequent Use for School Commutes:

- Many respondents mentioned using the park path for walking children to and from school, especially during winter months when the ground is muddy.
- The path would provide a safer, more pleasant alternative to walking along narrow, busy roads.

Weather-Related Usage:

- The path would be particularly useful in wet and muddy conditions, making the park accessible all year round.
- Several parents highlighted the difficulty of pushing strollers and walking with young children on muddy ground.

General Benefits and Concerns:

- Respondents emphasized the path would improve accessibility for various activities like dog walking, running, cycling, and accessing local amenities (church, gym, pavilion).
- Some feedback suggested that the path would only be beneficial if it remained aesthetically natural and did not detract from the park's greenery.

Mixed Opinions:

- While many see the path as a positive addition, some believe it is unnecessary and that people should adapt to the natural state of the park.
- Concerns were raised about the path encouraging overdevelopment and altering the character of the park.

Usage for Other Purposes:

- Families expressed interest in using the path for recreational activities like learning to bike ride, going to the skate park, and walking to local shops.
- Some respondents mentioned avoiding the park in wet weather and would welcome an all-weather path to enhance their experience.

Suggestions:

- A few suggested a perimeter path around the recreation ground for broader accessibility, including wheelchair users.

Overall, the feedback reveals a strong preference for an all-weather path to enhance safety and accessibility, particularly for school commutes and in poor weather conditions, while also noting some resistance to changes in the park's natural landscape.

3. Duties and Powers

- 3.1.1 The Parish Council has a statutory duty to consider the effects of decisions on Biodiversity and Crime and disorder in the area. As the Council has also declared a Climate Emergency, this must be considered when agreeing construction materials for this potential project.
- 3.1.2 The Parish Council has the power to provide and manage recreation grounds, public walks and open spaces¹

¹ Public Health Act 1875, s164; Open Spaces Act 1906, s10

Date of meeting: 26/06/2024

Signatures of authorising councillors:

Payments made between meetings			
Bloom & Wild	Chairpersons allowance	£25.60	Authorised by Clerk on 05/06/2024
Post Office	Stamps	£5.40	Authorised by Clerk on 06/06/2024
Printed.com	CHEC "No idling" banners	£89.26	Inc. VAT. Authorised by Clerk on 07/06/2024
Shield maintenance	Monthly dog & general waste collections	£252.20	Inc VAT. Authorised via email by Finance Committee 07/06/2024
ASAP computer services	Monthly IT provision & support	£258.36	Inc VAT. Authorised via email by Finance Committee 07/06/2024
Hawthorn pest control	Monthly pest control	£168.00	Inc VAT. Authorised via email by Finance Committee 07/06/2024
J.Drewe	Monthly grass cutting	£1,916.02	Inc VAT. Authorised via email by Finance Committee 07/06/2024
Post Office	Recorded delivery postage	£3.25	Authorised by Clerk on 17/06/2024
Colliers	Maintenance storage shelving	£9.18	Inc VAT. Authorised via email by Finance Committee 12/06/2024
OALC	Staff training - contractor management	£18.00	Inc VAT. Authorised via email by Finance Committee 12/06/2024
Swift	Quarterly printer charge	£6.00	Inc VAT. Authorised via email by Finance Committee 12/06/2024
Castle Water	Station Road allotments meter - water	£126.28	Inc VAT. Authorised via email by Finance Committee 12/06/2024
Castle Water	Ilges Lane allotments meter - water	£126.35	Inc VAT. Authorised via email by Finance Committee 12/06/2024
Castle Water	West End allotments meter - water	£11.82	Inc VAT. Authorised via email by Finance Committee 12/06/2024
Castle Water	Burial Ground meter - water	£13.58	Inc VAT. Authorised via email by Finance Committee 12/06/2024
Cholsey Hort Soc	S137 donation	£400.00	Agreed at Full Council meeting on 05/06/2024
Screwfix	Community allotment cost - screws for raised bed	£12.49	Inc VAT. Authorised by Clerk on 12/06/2024
Amazon	Printer paper	£18.99	Inc. VAT. Authorised by Clerk on 20/06/2024
Amazon	Stapler & highlighters	£10.72	Inc. VAT. Authorised by Clerk on 20/06/2024
Sovereign	Remaining 75% due for table tennis matting	£1,149.85	Inc VAT. Authorised via email by Finance Committee 19/06/2024
MKM	Community allotment cost - timber for raised bed	£93.77	Inc VAT. Authorised via email by Finance Committee 19/06/2024
		£4,715.12	

Automatic payments			
Grundon	Burial Ground waste collections	£65.10	Inc VAT. Direct Debit.
Virgin Media	Monthly telephone & broadband	£83.74	Inc VAT. Direct Debit.
Salaries	Jun-24	£4,544.48	
Nest	Pensions	£143.04	Direct Debit
HMRC	PAYE & NI	£844.17	Direct Debit
	TOTAL	£5,680.53	
Payments for agreement			
OALC	Staff training - VAT for unregistered councils	£36.00	Inc VAT
	TOTAL	£36.00	
<u>Income received</u>			
Allotment rents	Payments received to date for 2024/25 fees	£2,800.50	2024/25 rent period
	TOTAL	£2,800.50	
<u>Income expected</u>			
Happy Hub	Phone & broadband charges	£30.96	For May 2024
	TOTAL	£30.96	