

CHOLSEY PARISH COUNCIL

Minutes of the meeting of Cholsey Parish Council duly convened and held on Wednesday 17th July 2024 at 7.15pm to be held at The Pavilion, Cholsey

Present were Cllr D. Bamford, Cllr V. Bolt, Cllr J. Hope-Smith, Cllr P. Jenkins, Cllr L. Nixon, Cllr M. Smith

Also present were C. Bird (Clerk; via conference call), V. Beardall Richards (Environment Coordinator) until 8.15pm, Jenny Figueiredo (EV Charging Project Manager, Oxfordshire County Council) until 8pm, Steffi Schäfer, Kyn Pomlett

Start time: 7.20pm

End time: 9.20pm

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

It was unanimously **resolved** to co-opt Steffi Schäfer and Kyn Pomlett as members of Cholsey Parish Council. Declarations of acceptance forms were completed.

The Council currently has one vacant seat.

59. To receive apologies for absence

Apologies were accepted from Cllr J. Collins, Cllr J. Finch, Cllr G. Herbert and Cllr K. Ofield.

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

There were none.

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

Cllrs Bolt and Jenkins declared personal interests for item 13c.

62. To approve the Minutes of the meeting held on 26th June 2024 (Appendix A) and receive update on any Minute items

It was **resolved** to approve the Minutes of the meeting held on 26th June and they were signed by Cllr Nixon.

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

Reports from the County and District Councillors were noted.

64. To receive a presentation from Oxfordshire County Council (OCC) on Public EV charging across rural Oxfordshire

Jenny Figueiredo (OCC) provided a brief overview of Electric Vehicle (EV) adoption in Oxfordshire, and the infrastructure required to increase wider adoption of EVs.

65. To receive an update on a Community Speedwatch project (Environment Coordinator)

The Environment Coordinator gave a brief update on this community project, and the Council confirmed its support for this.

66. To note Clerk's report (verbal), in particular:

a) To approve and adopt an Equality policy (Appendix B)

It was **resolved** to approve the Equality policy for adoption.

b) To approve and adopt an updated Grants policy (Appendix C)

It was **resolved** to approve the Grants policy for adoption.

c) To agree next steps regarding the Land at Wallingford Road allotments

It was agreed that access to this site is not suitable for community allotments and the Council **resolved** to seek consent from the Secretary of State to deregister the land as allotment land. Councillors noted that this had been agreed as an action with the previous Clerk.

67. To note Estate Manager's report (Appendix D)

The Estate Manager's update was noted.

68. To discuss and agree expenditure on office refit project (Cllr Smith)

Cllr Smith had approached three companies for quotes for this project. It was **resolved** (with one abstention) to go ahead with the quote received from Glenside Commercial Interiors with expenditure (excluding VAT) as follows:

Claire Bird, Parish Clerk; 01491 652255; clerk@cholseyparishcouncil.gov.uk

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Up to £6600 (from 2024/2025 Council budget) for office refit, including furniture delivery, installation, appropriate disposal of old furniture, power modules and monitor arms.

Up to £600 (from 2024/2025 Council budget) for IT equipment (docking stations, monitors, keyboards).

Up to £400 (from 2024/2025 Council budget) to cover the single glazing office hatch with noticeboard to improve draughtproofing.

Up to £1220 for new flooring (funded by CIL).

69. To receive a Transport update, in particular:

a) To approve Terms of Reference for the Transport Committee (Appendix E)

It was **resolved** to approve the new Transport Committee Terms of Reference for adoption. Cllrs Collins and Schäfer will join the Committee, along with Cllr Finch.

b) To discuss any matters to be raised with the OCC Highways Engagement team during their planned site visit

A number of areas were discussed and noted by the Clerk. Councillors will email the Clerk with any further matters before the meeting on 21st August.

70. Finance

a) To receive an update from the Finance Committee (Cllr Bamford)

Cllr Bamford gave an update following the Finance Committee meeting on Monday FC met on Monday 15th July. Minutes of this meeting are available on the Council website. First quarter accounts are on track; CIL funds currently held date back to 2021/2022; the Responsible Finance Officer is setting up the agreed bank provider changes; the Committee will continue to consider the level of funds held in general reserve and recommend changes to annual budgeting accordingly.

b) To agree response to 2024/2025 grant request from CCDT to part-fund a goal post at Cholsey Meadows

It was **resolved** to approve the grant request of a £250 contribution towards a goal post at Cholsey Meadows. The grant will be made using CIL funds.

c) To agree response to 2024/2025 grant request from Cholsey 1000 Plus to part-fund a new Community PA System

It was **resolved** to make an S137 grant to Cholsey 1000 Plus of £500 towards a new Community PA System.

d) To approve bank account reconciliations (Appendix F)

The bank account reconciliations were approved and signed by Cllrs Hope Smith and Pomlett.

e) To approve new payments and note payments received (to follow)

The new payments were approved and signed by Cllrs Hope Smith and Pomlett.

71. To consider planning applications as at 10th July 2024

P24/S1858/HH	Two storey side and rear extension, decked area and garage, 8 Rowland Road The Council resolved to object to the application with the following comment: This is an excessive extension in comparison to the original footprint of the dwelling. Garage is not sufficient size for a vehicle and raises concerns there will be sufficient parking as the property would be extended to 4 bedrooms. Neighbourhood Plan policies to address: CNP H5, CNP H6, CNP H7
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72. To note planning decisions as at 10th July 2024

P24/S1601/HH	First floor extension and modified roof, 68 West End, Granted by SODC
P24/S1321/LB	Solar panels installation, Kentwood House, 81 Station Road, Granted by SODC

73. Items for report or inclusion on next agenda

Civility and Respect pledge

Car park renovation

Neighbourhood Plan

Rural Housing Needs survey

74. To confirm the date of next Full Council meeting – Wednesday 18th September, 7.15pm, The Pavilion

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