

## CHOLSEY PARISH COUNCIL

Minutes of the meeting of Cholsey Parish Council duly convened and held on Wednesday 16<sup>th</sup> October 2024 at 7.15pm at The Pavilion, Cholsey

**Present were** Cllr V. Bolt, Cllr. J. Collins, Cllr J. Finch, Cllr G. Herbert, Cllr J. Hope-Smith, Cllr P. Jenkins, Cllr K. Ofield (from 7.45pm), Cllr L. Nixon (Chair) Cllr K. Pomlett, Cllr M. Smith

Also present were C. Bird (Clerk), District Cllr A.M. Simpson (until 7.25pm)

Start time: 7.15pm

End time: 9.15pm

### **94. To receive apologies for absence**

Apologies were accepted from Cllr D. Bamford and Cllr S. Schäfer.

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

There were none.

### **96. To receive Declarations of Personal or Pecuniary Interest for any agenda items**

Cllr Bolt and Cllr Collins declared personal interests in item 13b (Bonfire night grant request) due to their Cholsey Community Development Trust (CCDT) roles.

### **97. To approve the Minutes of the meeting held on 18th September 2024 (Appendix A) and receive update on any Minute items**

It was **resolved** to approve the Minutes of the meeting held on 18th September 2024 and they were signed by Cllr Nixon.

### **98. To receive any reports from County and/or District Councillors**

A report from the District Councillors was noted with thanks.

### **99. To note Clerk's report (verbal), in particular:**

#### **a) To approve and adopt a General Risk Policy and Register (Appendix B)**

It was **resolved** to approve the General Risk Policy and Register policy for adoption, subject to the correction of errors noted by Cllr Collins. Cllr Hope Smith will also review the document with respect to residual risk.

#### **b) To approve and adopt an Internal Controls Policy (Appendix C)**

It was **resolved** to approve the Internal Controls Policy for adoption.

#### **c) To approve and adopt a Training and Development policy (Appendix D)**

It was **resolved** to approve the Training and Development Policy for adoption.

#### **d) To discuss and approve the Oxfordshire Councils Charter**

It was **resolved** to approve the Oxfordshire Councils Charter, a framework for better partnership working in Oxfordshire, including shared commitments and principles.

### **100. To note Estate Manager's report (Appendix E), in particular:**

#### **a) To discuss quotes for grass-tile surfacing for the Recreation ground goal wall and skate park bunds and agree expenditure for this work**

It was **resolved** to proceed with 'Contractor D' subject to their quotes being re-confirmed. It was agreed to spend up to £5170 for this work, and to proceed with 'Contractor C' should 'Contractor D's quotes, when re-confirmed, exceed this amount.

#### **b) To agree next step in management of the Millennium Wood, including expenditure involved**

It was agreed to proceed with a review of the Millennium Wood by the arboriculturist who completed the recent tree survey for the Council, up to an expenditure of £300.

### **101. To discuss and agree how to proceed with the transfer of the Cholsey Meadows Play Space together with the "Play Space Maintenance and Replacement Contribution" (under the Section 106 Agreement related to land at former Fairmile Hospital Cholsey) from the developer Vistry to the Parish Council, via South Oxfordshire District Council, in light of new information received from SODC 2<sup>nd</sup> October 2024**

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It was **resolved** to proceed with the transfer of the Cholsey Meadows Play Space from the developer Vistry to the Parish Council, via South Oxfordshire District Council (SODC). It has been clarified that the area to be transferred shall be the area marked 'C' on Plan 2 in the approved landscape plan for the site. It is noted that this is a larger area than the current fenced-in Play Space.

The Clerk will contact other interested parties [Cholsey Meadows Management Company (CMMC) and CCDT] regarding this on behalf of the Parish Council.

### **102. To discuss a draft Action Plan in response to the Strategic Plan 2024-2029**

It was **resolved** to adopt the draft Action Plan. The Clerk will prepare a version for publication which will be circulated to Council. It was noted that the Action Plan is a working document and will continue to evolve. The Councillors were encouraged to continue to send updates/comments on the Plan.

### **103. To receive update from the Transport Committee (Cllr Collins)**

Cllr Collins reported that the newly formed Transport Committee met on Tuesday 8<sup>th</sup> October. Three non-Councillor members were appointed to the Committee and local residents with experience of accessibility difficulties also participated. Key projects discussed included railway station accessibility and renovation, an all-weather recreation ground path, and cycling infrastructure. Draft minutes have been published on the Parish Council website.

On 10th October Oxfordshire County Council (OCC) approved the introduction of 20mph speed limits in Cholsey, following their consultation in July. This means that most roads in the village will become 20mph, with a reduction in speed limit along sections of the Wallingford Road to 40mph and 30mph.

We are also awaiting the implementation of changes approved by OCC to parking restrictions in the village.

Cllr Collins confirmed that the beacon lights on the zebra crossing on Wallingford Road will be connected by Scottish and Southern Energy (SSE) in late October.

### **104. To discuss concerns regarding footpath accessibility in the village (Cllr Pomlett, Cllr Collins)**

There are continued concerns among residents and Councillors about the encroachment of vegetation and soil on roads and pavements. This is the responsibility of OCC Highways but they do not have the budget and capacity to ensure all paths remain sufficiently clear across the county.

The Clerk had been in touch with the OCC Volunteer Coordination Team who can provide support to community groups to clear footpaths safely.

Householders and landowners should also be reminded to cut back hedges that are over growing pavements, outside of the nesting season.

It was agreed that Cllr Pomlett would lead on this initiative on behalf of the Parish Council.

### **105. To receive update on Rural Housing Needs Survey (Cllr Pomlett)**

Following the previous full Council meeting, Cllr Pomlett had met with Cllrs Herbert, Ofield and Schäfer to discuss this project which would inform the next Neighbourhood Plan. He has subsequently written to Community First Oxfordshire (CFO) to clarify the work and costs involved. Next steps will then be agreed.

### **106. Finance**

#### **a) To agree response to donation request from Citizen's Advice Oxfordshire South and Vale**

It was **resolved** to make a donation of £900 to Citizen's Advice.

#### **b) To agree response to 2024/2025 S137 grant request for Cholsey Bonfire night**

It was **resolved** to make an S137 grant of £150 to CCDT for Cholsey Bonfire night 2024.

#### **c) To approve bank account reconciliations (Appendix F)**

The bank reconciliations were approved and signed by Cllrs Ofield and Pomlett.

#### **d) To approve new payments and note payments received (Appendix G)**

The payments were approved and signed by Cllrs Ofield and Pomlett.

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### 107. To consider new planning applications and planning amendments as at 10<sup>th</sup> October 2024

P24/S2895/HH	Variation of Condition 2 to move access to the site, 75 Honey Lane It was <b>resolved</b> to comment that the Parish Council continues to object strongly to this application due to safety concerns regarding vehicular access to the site via Honey Lane.
P24/S2588/HH	Amendment to reduce width of single storey rear extension, 43 Rotherfield Road It was <b>resolved</b> to comment that the Parish Council wishes to note the concerns raised by residents at 2 Ruttle Close regarding safeguarding of light; the Cholsey Neighbourhood Plan Policy 'CNP HN7' is of relevance to the application.

### 108. To note South Oxfordshire District Council planning decisions as at 10<sup>th</sup> October 2024

P24/S1858/HH	Two storey side and rear extension, 8 Rowland Road, <b>Granted by SODC</b>
P24/S2259/HH	Single storey extension, 33 Station Road, <b>Granted by SODC</b>
P24/S2602/HH	Two storey front extension and ground floor side extension, 29 Papist Way, <b>Granted by SODC</b>

### 109. Items for report or inclusion on next agenda

Finance Committee update  
Staffing Committee update  
Emergency Plan  
Streets of Light – Cllr Bolt  
Car park renovation progress  
Meeting with Bluebirds football club representatives  
Office refit underway

### 110. To confirm the date of next Full Council meeting – Wednesday 20<sup>th</sup> November, 7.15pm, The Great Hall, Cholsey Meadows