

CHOLSEY PARISH COUNCIL

Minutes of the meeting of Cholsey Parish Council duly convened and held on Wednesday 22nd April 2026 at 7.15pm at The Pavilion, Cholsey

Present were Cllr J. August, Cllr D. Bamford, Cllr J. Collins, Cllr C. Fox, Cllr P. Jenkins, Cllr G. Herbert, Cllr J. Hope-Smith (as Parish Councillor and County Councillor), Cllr L. Nixon (Chair), Cllr S. Schäfer and Cllr M. Smith (from 8.20pm)

Also present were C. Bird (Clerk); five members of the public (until 7.45pm)

Start: 7.20pm

End: 9.25pm

165. To receive apologies for absence

There were none.

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

Six members of public, including those representing local businesses, attended the meeting to express concerns about planning application P26/S0909/FUL.

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

There were none.

168. To approve the Minutes of the meeting held on 18th March 2026 (Appendix A) and receive update on any Minute items

It was **resolved** to approve the Minutes of the meeting held on 18th March 2026 and they were signed by Councillor Nixon.

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

Reports from the District and County Councillors were noted with thanks.

County Cllr Hope-Smith noted that an upcoming Oxfordshire County Council Transport Management meeting on 23rd April will decide whether to approve the Wallingford Area Local Cycling and Walking Infrastructure Plan (LCWIP) and the proposed puffin crossing on the A329, Reading Road.

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

a) To discuss advertising three Councillor vacancies

The Clerk will continue to promote the current vacancies on social media, website and village notice boards, as well as asking interested residents to join the new Neighbourhood Plan Working Group. Councillors were also encouraged to let residents know about the vacancies.

171. To note Estate Manager's report (Appendix B)

The Estate Manager's report was noted with thanks.

172. To receive update from the Community Coordinator on the Community Allotment project (Appendix C)

The Community Coordinator's report was noted. The Parish Council congratulated and thanked the new Coordinator, Ellie Tennant, for the energy and ideas she is bringing to the role, already resulting in great participation at the new weekly community allotment sessions.

173. To receive update on Cholsey Brook project (Cllr Bamford)

The Council's Environment Coordinator had recently met with Cllr Bamford and Cllr Herbert to discuss next steps in caring for Cholsey Brook. The Parish Council is a riparian owner of the stretch of the Brook that runs alongside Jubilee Field and Whitehead Meadow, alongside a private landowner and Cholsey Primary School. Environment Agency guidelines have been researched and must be kept in mind; permissions may be required. Options being considered include appropriate methods for clearing rubbish from the Brook and investigating the hydrology of the surrounding land given increasing seasonal flooding.

As a next step it was agreed that Council officers would seek quotes from qualified companies for an initial clean of debris from the Brook.

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174. To receive update from the Local Council Consultancy (LCC) project coordinator on the proposed all-weather Recreation Ground path and Skatepark extension projects (Appendix D), in particular:

a) To approve the commissioning of a topographical survey of the recreation ground and to appoint a Company to undertake the survey.

It was **resolved** to approve the topographical survey work (required to underpin other survey work) and to appoint XRS Geomatics to undertake this at a cost of £1890. It was noted that Community Infrastructure Levy (CIL) funds can be used for this project spend.

b) To confirm the extension of the appointment of Venners Arboriculture to include the tree survey of the site required to support the planning application for these projects.

It was **resolved** to extend the contract with Venners Arboriculture for this work at a cost of £695 (survey and report) to be funded by CIL.

c) To appoint a Company to undertake a flood risk assessment.

It was **resolved** to approve basic flood risk assessment work and to appoint Geosmart to undertake this at a cost of £995 (excluding VAT) to be funded by CIL.

d) To appoint a Company to undertake an ecological and biodiversity net gain assessment.

It was **resolved** to approve initial ecological and biodiversity net gain assessment work and to appoint Gradwell Group to undertake this work at a cost of £2260 (excluding VAT) to be funded by CIL. It was noted that this cost is £500 higher than in the agenda pack due to the necessary inclusion of a River Condition Assessment.

e) To agree the submission of a planning application relating to both projects.

It was resolved to proceed with the submission of a planning application relating to both projects.

f) To confirm the appointment of a Working Group of councillors to advise on operational matters (including future tender evaluation) relating to the projects which do not involve expenditure additional to the above – such matters to be dealt with by Full Council, unless otherwise covered by the Scheme of Delegation.

It was resolved to appoint Cllrs August, Collins and Fox to a Working Group to advise on operational matters relating to the projects.

g) To agree the Council's approach to circulating public information on the projects over the next three months

A resident's survey was undertaken for the all-weather Recreation Ground path in 2024; 204 responses were received. Feedback showed strong preference for an all-weather path to enhance accessibility, including for school commutes, with some resistance to changes in the park's natural landscape.

It was agreed that the LCC project coordinator would work with the Clerk to confirm a plan for public engagement on the proposed Skatepark extension, and for continued communications for both projects.

h) To agree to LCC exploring opportunities for external grant support for the two projects.

It was agreed for LCC to explore opportunities for external grant support for the two projects.

i) To agree to preliminary market engagement for the two projects.

It was agreed for LCC to undertake preliminary market engagement for the two projects.

175. To receive update from the Transport Committee (Cllr Collins), in particular:

a) Street parking: to receive update on Oxfordshire County Council (OCC)'s proposed informal public consultation

Cllr Collins reported that OCC plan to launch an informal consultation online on Monday 27th April, with a focus on street parking in the vicinity of Cholsey Station. They will also send letters to all households within the area of the consultation map. An updated residents petition has been received containing 149 signatures campaigning for a residents' permit scheme.

b) Station parking provision

Cllr Collins continues to pursue the possibility of increasing car parking provision at the station through a variety of avenues, believing this to be an essential part of a solution to ease street parking problems. GWR have confirmed that they are unable to take this forward at this time due to the forthcoming move to public ownership.

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c) Village gateways: to receive a quote from OCC to replace existing gateways and agree expenditure for this work

It was **resolved** to approve expenditure for work to replace the village gateways at a cost of £19,486.95 excluding VAT, to be paid by the Parish Council using Community Infrastructure Levy (CIL) money. The works will be carried out by Oxfordshire County Council who will continue to own the assets.

Other transport updates:

- Signage and artwork at the Station – Cllr Collins and the Environment Coordinator have recently met with representatives of North Wessex Downs, GWR and OCC to discuss Springline artwork being displayed at the Station, as well as fingerposts to key destinations.

176. To receive update from the Staffing Committee (Cllr August), in particular:

a) To approve and adopt revised Employee Handbook 2026 (Appendix E)

It was **resolved** to adopt the revised Employee Handbook 2026 as recommended by GAP HR consultants.

b) To approve the appointment of a fourth Councillor member to serve on the Staffing Committee

It was **resolved** to appoint Cllr Fox to serve on the Staffing Committee as the fourth Councillor member.

177. Finance

a) To approve new payments and note payments received (Appendix F)

It was **resolved** to approve the payments and they were signed by Cllrs Hope-Smith and Schäfer.

178. To consider new planning applications and planning amendments as at 17th April 2026

P26/S0473/HH	Erection of an infill outbuilding to provide workshop and WC. The Elms West End It was resolved to make no comment on this application.
P26/S0909/FUL and P26/S0910/LB	Change of use and restoration of various buildings to provide a farm shop (use class E(a)) and cafe and restaurant uses (use class E(b)/sui generis), and artisan workspace and space for the display and /or distribution of artisan products and other appropriate uses (Use Class E(a), E(g)(iii) and B8). Christie's Farm (formerly New Barn Farm) The Councillors discussed the concerns raised earlier in the meeting by residents, who included representatives of local businesses. While there was support in principle for development of the site into a useful community facility, it was resolved to Object to the application in its current form, for the following primary reasons: <ul style="list-style-type: none"> - The Retail Impact Assessment provided as part of the application is incomplete and flawed; from information received so far it appears to omit Cholsey businesses (e.g. the butcher and cafes) from monetary impact calculations - Local Plan and Cholsey Neighbourhood Plan policies require that developments do not adversely impact the vitality and viability of local centres, such as the centre of Cholsey village. - There are concerns regarding the size and extent of car parking provision and that this is not in keeping with the character of the landscape setting. <p>It was agreed that the Planning Leads would work on a comment based on material planning considerations, for the Clerk to submit on behalf of the Parish Council.</p> <p>It was also noted that the track mentioned as providing footpath access to the site is currently overgrown in summer and flooded in the winter. Concerns were also raised about safe Highways access to the site.</p>
P26/S0793/S73	Variation of Condition 1 (Approved Plans) on planning application P22/S1050/FUL (S73A - PART RETROSPECTIVE. Proposed new detached dwelling) - to vary the drawing numbers through a minor material amendment application, that the development hereby approved shall be carried out in accordance with the details shown on the following approved plans, Existing Floor Plans FP03, Existing Block Plan OS 02, Existing Elevations FP04, Existing Site Location Plan OS01, except as controlled or modified by conditions of this permission. This is a part retrospective

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	<p>application for minor material amendments to retain detached dwelling as built to now include creation of paved tiling area to front of dwelling to form part of residential curtilage, creation of ground floor garage area, construction of rear extension, construction of side extension, construction of dormer window, creation of plunge pool within garden area and erection of fencing around the approved dwelling. 1A Sandy Lane</p> <p>It was resolved to comment: We strongly object to this retrospective application. The works that have been completed are not in accordance with the planning permission given and are an encroachment, flaunting the planning guidance provided. The works need to be removed back to the original plan."</p>
P26/S0933/HH	<p>First floor extension over existing ground floor and patio. 28 Wallingford Road</p> <p>It was resolved to comment that the build should be in accordance with CNP H7</p>
P26/S0780/PIP	<p>Permission in Principle for the erection of a minimum of six and a maximum of nine dwellings. Land at Old Blackalls Drive, Wallingford Road</p> <p>It was resolved to comment: Cholsey Parish Council objects to this application which does not align with the Cholsey Neighbourhood Plan (CNP policies H1, H1a, H1b, H2, H4, H5, E1, E2, E3, E4, I1, and I3). Multiple applications (page 3 of PIP) have been submitted and rejected. Nothing has changed in relation to the CNP. This application is outwith the boundary of the CNP and would be located on a greenfield site. There is no approved access into the site.</p>

179. To note South Oxfordshire District Council planning decisions as at 17th April 2026

P26/S0402/S73	<p>Variation of Condition 2 (approved plans) of P23/S3015/RM for minor external elevational changes and internal amendments Application for approval of Reserved Matters (appearance, landscaping, layout and scale) following outline planning permission P21/S0267/O for subdivision of plot to form a new detached two storey open market dwelling, with some matters reserved and associated infrastructure. Summerhouse 75a Honey Lane Granted by SODC</p>
P26/S0184/FUL	<p>Change of use of agricultural land to provide dog exercise area, including area for car parking and turning (retrospective). Bypass Field, Bosley Way Granted by SODC</p>

180. Items for report or inclusion on next agenda

- Fix My Street Super Users – Cllr Hope-Smith will be doing training. Cllr Schäfer would also like to volunteer for this role.
- Condition of roadway beneath railway bridge by the Station – poor surfacing and flooding (Cllr Jenkins to report on Fix My Street)

181. To confirm the date of next Full Council meeting – Wednesday 20th May 2026, 7.15pm, Pavilion, Station Road, Cholsey