

CHINNOR PARISH COUNCIL

PRESENT: Cllr's Boyle, Dixon, Edwards, Gray, **Mackenzie**, Sarai, Webb and Wright.

D.Cllr Ali Gordon-Creed and C.Cllr Kate Gregory

Staff: Liz Folley and Sue Atkins

Minutes of the **Full Council Meeting** held on Monday 16th September 2024 at 7.30pm in the Main Function Room, Community Pavilion

1. **Apologies for absence:** Received from Cllrs. Ashdown and Minter

Also noted apologies from: C.Cllr. Nigel Champken-Woods and D.Cllr Ed Sadler

2. **Declarations of Interest** – Nothing to add.

3. **Public Questions** – No Members of public present

4. **County and District Council Reports**

Reports were received 19.09.24 and emailed to councillors and will be uploaded to the website.

5. **Minutes of the last meeting:**

IT WAS RESOLVED that the Minutes of the Council Meeting held on 19th August 2024 were signed by the chair

6. **Minutes of Committees:** the Minutes of the following meetings were noted.

a) Amenities & Environment 02.09.24

b) Planning Committee 09.09.24

7. **Proposals from The Amenities and Environment Committee**

7.1 **IT WAS RESOLVED** that the lease with SOHA for the St. Andrews Play Area is not renewed.

7.2 **IT WAS RESOLVED** that following the recent ROSPA report, council will consider a project to replace and or update the Conigre Play Area

7.3 Skate Park Tender: **IT WAS RESOLVED** that with changes to the time line the tender document is acceptable and should be uploaded to the contract finder platform.

IT WAS RESOLVED that 70k of CPC CiL money is earmarked for this project with an aim to secure more funding by way of eligible grants. With the S106 money that is available this should give a maximum of 150k.

Cllr Boyle left the meeting

8. **Meeting Start Time**

Following a consultation with all councillors **IT WAS RESOLVED** that council meetings and committee meetings will generally commence at 7pm

9. **Finance**

9.1 The Annual Governance and Accountability Return for year ending 31 March 2024 is now complete

9.2 The External Audit Report and certificate 2023/24 has been received. To note that control objective K should have had the answer 'No'. Also, to note that the

conclusion to audit 2022/23 was not published on the website (clerk stated that this had been immediately rectified)

There are no comments for further action

9.3 Notice of conclusion of Annual Audit 2023/24 was made 12th September 2024 and displayed in the council notice boards and on the website.

9.4 Skatepark: Proposal that total of 70k is earmarked for this project from CPC CIL monies received. This item was resolved at Agenda point 7.3

9.5 Quotes To consider the quotes from contractors for the following

9.5.1 To remove birdsmouth fencing at the OKL play area and replace with picket fencing and a self-close gate

9.5.2 To supply and fit birdsmouth fencing between the car park and sports pitch at OKL.

9.5.3 To supply and fit a new self-close gate at the pedestrian entrance to Hill Road Recreation Area

Due to the quotes showing different specifications and the need for this work to be completed as soon as possible **IT WAS RESOLVED** that 8k is made available for this work and that the Finance & Policy committee is given delegated authority to award the contract when all matters have been met.

9.5.4 To consider quotes to remove or reduce the evergreen trees at Whites Field near to the Mill Lane School Fence line

Following advice from the tree surgeon **IT WAS RESOLVED** that the trees should not be removed but should be reduced & managed. Clerk to obtain further quotes

9.6 To consider request from Community Pavilion to fund a new pump for the rainwater system at the estimated cost of £1,111. **IT WAS RESOLVED** that due to the conditions of the lease that CPC would not fund this maintenance requirement.

10 Correspondence and other matters to discuss.

10.1 Email received concerning uncontrolled dogs at The Playing Fields. **IT WAS RESOLVED** that new signage should be considered and posts on social media to highlight the problems that have been reported

10.2 Housing Needs Survey: It was agreed that some amendments to the wording is necessary. The amended version will be circulated to all. Method of distribution and costs to be discussed at the next meeting.

11 Cllrs Reports: No reports received. Noted that a report following the recent meeting with highways will be presented to the planning committee.

12 Clerk's Report:

- Reported fault on cooker at WFCH– engineer attended 12.09.24 and replaced the element
- Email received from resident concerned about the loss of wildlife habitat to the rear of the shops at Middle Way.
- Invitation to celebrate 85 years of Citizens Advice 25.09.24 11am at the Thame Office. Representative required to attend.
- MLCG AGM 26th September 7pm at the Community Pavilion (Marquee). Representative required to attend.
- Meet & Greet Event 30th September 7pm at the pavilion. All councillors requested to attend.
- Conigre Play Area: New rope bridge has now been fitted. Barings on the roundabout have been greased but this equipment is likely approaching end of life.

- Quotes have been obtained for an ecology report in relation to the planning application at OKL, however due to the area being chalk grasslands this cannot be undertaken until the new year. Therefore, the information will be put together and presented at another time.
- Contractor has been instructed to remove the concrete pad at WF – this should be completed within the next 7 days.

13 **Date of Next Meeting:** 21st October 2024

Chair.....Dated.....