

UNADOPTED

GROVE PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON TUESDAY 30 JULY 2024

Present:	Cllr C T McCarthy (Chairman)	Cllr J Leggott
	Cllr S K Dexter (Vice Chairman)	Cllr F D Parnell
	Cllr R Batstone	Cllr D Rolfe
	Cllr J A Goodman	Cllr K Rowland
	Cllr A P Harker	Cllr G Smeddle
	Cllr K Jones	Cllr J M Stock
		Cllr P Ware (part meeting)
In attendance:	Mr Barry Gooch, Mr Mike Hissey and 3 other members of the public	
Clerk:	Mr G M Mundy	

43 Apologies for absence

Apologies for absence had been received from Parish Cllrs W R Ackers, M Charlton and L M Foster-Hill. The Chairman informed the Council that Cllr P Ware had just finished work and would be late. Apologies had also been received from County and District Cllr J Hannaby.

44 Declaration of Personal or Pecuniary Interests in respect of items on the agenda for this meeting

Cllr Rowland declared an interest in items 56 and 57 as she is currently the Chairman of Grove Challengers FC (one of the end users of the new sports pitches and facilities).

Cllrs Goodman and McCarthy declared an interest in items 58 and 60(a) as they are both members of Grove Rugby Football Club.

Cllr Dexter declared an interest in item 58 and 60(a) as he is a member of Grove Rugby Football Club and on the organising committee of the Grove Extravaganza.

Cllr Dexter informed the Council that he wished to declare an interest in an item from a previous meeting and explained as follows.

He said that everyone is aware that he is a member of Grove Rugby Football Club and is part of the organising committee for the Grove Extravaganza.

He said that at a previous Full Council meeting he proposed and it was accepted an art competition is held as part of the Grove Extravaganza and the subject of the art competition would be the D-Day landings. It was agreed at that meeting that cash prizes (totalling £500) would be awarded to winners in the various age group categories.

He said that he had written to all the local schools and various local organisations advertising and promoting the art competition. As it turned out there was only three entries, two of which had been his grandchildren. A total of £150 (each winner received £50 cash prize) was awarded to the winners.

He therefore asked the Council to decide if he has to pay back the £100 as it could be seen that he and his family benefitted financially from a proposition he moved.

UNADOPTED

Following a discussion, it was **MOVED** Cllr McCarthy **SECONDED** Cllr Goodman and **RESOLVED** unanimously

“that Cllr Dexter does not have to re-pay the £100 prize monies”

The Chairman thanked Cllr Dexter for his honesty.

45 Minutes of the Full Council meeting held on 11 June 2024

Cllr Parnell informed the Council that minute 24 of the minutes stated that he was a Board Member of GroW when in actual fact he is the Treasurer. The amendment was duly noted and the Clerk made a manuscript amendment to those minutes.

It was **MOVED** the Chairman and **RESOLVED** unanimously

“that the minutes (as amended) be signed as a true record of the meeting”

46 Clerk’s summary report from the previous meeting

- Clerk
- (a) Minute 27(a) – Leisure Strategy follow up meeting. The Clerk informed the Council that the follow up meeting with the District Council is to be held on 3 September 2024. He added that those involved in the meeting have been sent the link to the meeting.
- Clerk
- (b) Minute 27(b) – Cane Lane road barrier. The Clerk informed the Council that this item will be discussed under item 51 on the agenda for this meeting.
- Clerk
- (c) Minute 27(c) – Training pitch floodlight tops. The Clerk informed the Council that the new floodlight tops have been installed. He added that once the new lease for Wasbrough Field has been approved by Council then he will progress retrospective application for s106 funding.
- Clerk
- (d) Minutes 27(f) – Cheque signatories and Dual authorisation signatories for electronic banking. The Clerk informed the Council that he has now received the forms and is starting to complete them.
- (e) Minute 27(h) – New lease for Grove Rugby Football Club. The Clerk informed the Council that this matter is now back in the hands of Council’s solicitor.
- (f) Minute 32(a – g) – Grant applications. The Clerk informed the Council that all grants have now been paid and that he has received notes of thanks from all of the recipients.
- Clerk
- (g) Minute 33 Parish On-line. The Clerk informed the Council that due to rules the www.groveparishcouncil.gov.uk domain name cannot be used. The Clerk added that www.grove-oxon-pc.gov.uk is available and has been applied for. The Clerk also confirmed that Parish On-line can also maintain the ‘.org.uk’ domain name for a period of a year.
- (h) Minute 34 – Parish Council reception 2024. The Clerk informed the Council that Old Mill Hall is available on 11 October 2024 and that this matter will be further discussed under item 59 on the agenda.
- (i) Minute 36 – Consultation re Wellington Gate. The Clerk informed the Council that he has submitted the Council comments for the above consultation.
- (j) Minute 37 – Financial Regulations and other documents. The Clerk informed the Council that the newly adopted version of Financial Regulations has been uploaded onto the Council’s website.

UNADOPTED

Full Council

30 July 2024

He added that he has not yet scheduled a meeting of the Finance and General Purposes committee, but will do so in the coming weeks.

- (k) Minute 38 – Outside bodies. The Clerk informed the Council that he had added the Councillor names to the outside body list and has also notified the outside bodies respectively.

47 Questions from the public relevant to items on the agenda for this meeting

There were no questions from members of the public .

48 County and District Councillor reports received in advance of the meeting

- (a) County Cllrs report. No County Cllrs report had been submitted.
- (b) District Cllrs report. The District Cllrs report from District and Parish Cllr R Batstone was noted.

49 Updates on the Wellington Gate and Kingsgrove developments

- (a) Wellington Gate bi-annual Community Development Officer report for Q3 and Q4 2023/24. The report was noted.
- (b) Crab Hill development forum minutes dated 20 June 2024. The minutes were received and noted. It was also noted that the delay to relief road opening was due to County Council Highways and street lighting.

50 Oxfordshire County Council's invitation to be part of a Stakeholder group regarding a 'Local Cycling and Walking Infrastructure Plan' (LCWIP)

Cllr Leggott and Rolfe both volunteered to be part of the Steering Group and act as Parish Council representatives.

Following a discussion, it was **MOVED** Cllr Parnell **SECONDED** Cllr McCarthy and **RESOLVED** unanimously

Clerk "to appoint Cllr Leggott and Rolfe onto the Steering Group"

51 Results of the Parish Council survey regarding the results of the Cane Lane road barrier

Parish Cllr Ware arrived

The Clerk informed the Council that out of 227 potential respondees, only 77 responses were received (33.9%). The results were as follows:

- 27 were in favour of relocating the barrier nearer to the bridge
- 50 were in favour of leaving the barrier in its current location

Following a discussion, it was **MOVED** Cllr McCarthy **SECONDED** Cllr Goodman and **RESOLVED** unanimously

Clerk "to agree to not do anything and to notify the County Council of the results of the survey"

2835

52 Boundary Commission DRAFT recommendations for District Council Ward boundaries

The Clerk informed the Council that he had submitted the Parish Council's comments to this consultation which had been considered.

The DRAFT recommendations were received and noted.

53 Verbal report from the Vice Chairman and Clerk regarding a proposed development of up to 600 dwellings on land North West of Grove

Cllr Dexter informed the Council that both he and the Clerk attended a meeting with a representative from Persimmon Homes (Wessex) regarding the proposed (up to) 600 dwelling development on land North West of Grove and specifically play provision arising from the development.

Cllr Dexter said that the meeting was very productive and the representative from Persimmon Homes (Wessex) wanted to listen. He added that the representative was keen to discuss the proposed development in full once the finalised masterplan had been developed.

The Clerk added that in his opinion, there was not a need for another Multi Use Games Area (MUGA) because of them being delivered elsewhere in Grove. He said that a new skatepark/bike track facility was required.

The Clerk added that he thought the area should be suitable for older children and young adults.

Cllr Dexter added that the proposed development would also deliver a new Cemetery (located directly opposite the existing Cemetery) of approximately the same size.

Following a discussion, it was agreed that the Parish Council would prefer an improved/alternative skate or bike park facility.

54 Clerk report to Full Council on on-going matters

The report was received and noted.

55 Receive and sign the contract for the sale and purchase of freehold property at land adjoining Monks Farm, Grove (forming the Public Open Space on the Monks Farm Development)

Following a discussion, it was **MOVED** Cllr Stock **SECONDED** Cllr Rolfe and was **RESOLVED** 12 in favour and one abstention

“that the Council sign the contract for the sale and purchase of freehold property at land adjoining Monks Farm, Grove (the land forming the Public Open Space on the Monks Farm Development)”

Clerk

It was also agreed that the Chairman and Vice Chairman sign on behalf of the Council, witnessed by the Clerk.

56 Receive and sign the Land Registry (transfer of part of registered title(s)) regarding the Sports pitch A1

Following a discussion, it was **MOVED** Cllr Parnell **SECONDED** Cllr Leggott and **RESOLVED** 11 in favour and one abstention

UNADOPTED

Full Council

30 July 2024

Clerk **“that the Council sign the Land Registry (transfer of part of registered title(s)) regarding the Sports pitch A1”**

It was also agreed that the Chairman and Vice Chairman sign on behalf of the Council, witnessed by the Clerk.

57 Receive and sign Licence for the Temporary Replacement Pitch Facilities (adjacent to the sports pitch A1)

Following a discussion, it was **MOVED** Cllr Parnell **SECONDED** Cllr Jones and **RESOLVED** 10 in favour and two abstentions

Clerk **“that the Council sign the Licence for the Temporary Replacement Pitch Facilities (adjacent to the sports pitch A1)”**

Clerk It was also agreed that the Council Chairman sign on behalf of the Council. It was also agreed that the Clerk obtain an up-to-date map of the whole of the sports pitch areas.

58 Request from the organising committee of the Grove Extravaganza to host the event on 14 June 2025 and for permission to use Wasbrough Field for parking

Following a discussion, it was **MOVED** Cllr Ware **SECONDED** Cllr Jones and **RESOLVED** unanimously

Clerk **“that permission is granted to use the Recreation Ground and Wasbrough Field for the grove Extravaganza 2025”**

59 Invites to the Parish Council reception 2024

All The Clerk suggested and it was agreed that any additional invitees that members would like to invite are notified to the Clerk by Monday 12 August 2024. Invitations will go out shortly after this date.

60 Chairman’s Communications

(a) Request from Grove Rugby Club to install a storage unit in the area of the training pitch. Following a discussion, it was **MOVED** Cllr Goodman **SECONDED** Cllr Rolfe and **RESOLVED** Nine in favour and One against

Clerk **“that the Clerk speaks to the relevant parties and is given delegated authority to reach a decision”**

(b) S106 funding request from the Wantage and Grove Cricket Club. Cllr Goodman declared an interest in this matter as he is a member of the Wantage and Grove Cricket Club.

The Clerk informed the Council that the funding request does meet the criteria for the purposes of the s106 agreement.

Following a discussion, it was **MOVED** Cllr Dexter and **SECONDED** Cllr McCarthy and **RESOLVED** unanimously

Clerk **“that the Council supports the application for s106 funding from the Wantage and Grove Cricket Club”**

2837

UNADOPTED

Full Council

30 July 2024

- (c) Rugby Tots – a private company using the Recreation Ground on a Sunday morning without the knowledge of the Clerk. The Clerk informed the Council that it had been brought to his attention that a private company, namely Rugby Tots had been using Grove Recreation Ground for a considerable time. The purpose of the organisation is to introduce young children (under 5-year-olds) to rugby.

The Clerk added that he had ascertained that the company charges £8.95 per child per week from which they pay the coaches fees, insurance and a % for the franchise. He said that they have now requested that they be allowed to use the Recreation Ground for 7 weeks from 8 September – 22 October 2024.

The Clerk said that Grove based sports clubs pay £17.00 a day to use the facilities and that it was only fair that a commercial organisation pay-their way.

Following a discussion, it was **MOVED** Cllr McCarthy **SECONDED** Cllr Goodman and **RESOLVED** unanimously

“that the Clerk write to Rugby Tots and inform them that they are ok to use the Recreation Ground 8 September – 22 October 2024 but a charge of £17.00 a day will be levied”

Clerk

- (d) Car and Truck show 2025. The Clerk informed the Council that Mr Hissey had requested to use the Recreation Ground for the Car and Truck Show 2025 over the same period as the Grove Feast (annual fair) attends the Village Green. The Clerk added that because the car and truck show was held over the same weekend as the Grove Feast this year, it affected the numbers attending the Grove Feast. The Clerk further added that the Annual Fair had been attending the Village Green for at least 75 years and due to the Showman’s Guild rules, the fair was unable to alter dates. The Clerk then said that he had offered Mr Hissey alternative dates but this was declined.

Following a discussion, Cllr Dexter said that we have a Clerk who is responsible for running the day-to-day affairs of the Council and do not think it is fair on the Clerk if the Council were to undermine the position of the Clerk. The Chairman replied and said that it is only right for members of the public to write in to the Parish Council.

Cllr Rowland suggested that the Clerk speak with Mr Scarrott of the Fair and ask if it would be OK to co-exist with the Car and Truck Show next year which would allow more time for Mike Hissey to find alternative dates.

Clerk

61 Reports from Outside Bodies

The reports from the following outside bodies were received and noted:

- Wantage West Neighbourhood Action Group meeting held on 24 March 2024
- Sweatbox newsletter for June/July 2024

62 Accounts for payments, cash and bank balances (including reserves and investments since the last meeting and to note any losses or gains in the CCLA Property Fund

It was **MOVED** Cllr Stock **SECONDED** Cllr Dexter and **RESOLVED** unanimously

“that the accounts for payment of £70,200.67 are adopted, the cash and bank balances and that the losses and or gains in the CCLA Property Fund are noted”

63 Planning decision notices since 10 April 2024

The document prepared by the Clerk was noted.

2838

64 Planning applications

- (a) **P24/V1525/RM** - Application for approval of Reserved Matters (access, appearance, landscaping, layout and scale) following consent granted under S73 application P17/V3130/FUL (P12/V0299/O) for the erection of 152 dwellings and associated landscaping and infrastructure (as amended by plans received 30 January 2024) on the former Grove Airfield (Phase 7), West of Grove to the West of Newlands Drive on land North of Denchworth Road, Grove.

Clerk Comment: No objection

- (b) **P24/V1439/S73** - Removal of condition 4 (Occupation restriction 55 dwellings until bridge complete) on application P21/V3516/RM (Reserved matters approval for 83 dwellings (Phase 1B), including appearance, landscaping, layout and scale, and approval of details in relation to Phase 1B for conditions 1, 16, 19, 20 pursuant to planning permission P16/V0981/O on land at Monks Farm, Grove.

Clerk Comment: Grove Parish Council strongly object to this application for the reason stated below:

The increase in traffic using Barley Way for the residents of the Maples would be unacceptable. Barley Way was never the original intended route onto Monks Farm but was added due to concerns from OCC Highways that the GNLR would not be completed.

This new road has been the location for a number of very near miss accidents caused by traffic entering or leaving the site failing to give way, despite the road markings. The current phase is not fully occupied yet, but the traffic servicing the site gives an idea of what it will be like when fully occupied and with the increase in occupations associated with the next phase should only be approved once the Letcombe Brook bridge on site is completed and in operation so that our problems are eased.

- (c) **P24/V1451/FUL** - Construction of the 'missing link' section of the Grove Northern Link Road, including associated landscaping, infrastructure and amendments to Denchworth Road on Land to the north of Denchworth Road, Grove.

Clerk Comment: No objection

65 Confidential matters

- (a) Sign the Confidential meeting held on 11 June 2024. It was MOVED the Chairman and RESOLVED unanimously

“that the minutes be signed as a true record of the meeting”

- (b) Sign the Staffing Sub-committee minutes of the meeting held on 30 May 2024. It was MOVED the Chairman and RESOLVED unanimously

“that the minutes are signed as a trues record of the meeting”

Meeting Closed: 8.59pm

Confirmed: 10 September 2024

Chairman

2839

District Councillor report to Grove Parish Council 30 July 2024

Full Council Meeting

Meeting happened on 17 July. Details of agenda at <https://democratic.whitehorsedc.gov.uk/ieListDocuments.aspx?CId=108&MId=3357&Ver=4>.

General Election

This has happened. The poll was run by the District Council so any comments on the organisation should be directed to them but copy me.

Note that Old Mill Hall was the busiest polling station in Oxfordshire. My impression was that it was run well.

LIDL Store Planning Application

This application has been approved.

Restricted car parking in Wantage car park

Portway car park in Wantage will have very limited parking from Monday 22 July for up to eight weeks, due to refurbishment work. The work will include improvements to reduce surface water flooding and removing potholes. Bay markings and lighting will also be improved at the car park, creating a safer environment for all users. During the work, the nearest car parks are Limborough Road (OX12 9AJ) or Mill Street (OX12 9AJ).

District and Parish Councillor R Batstone

FULL COUNCIL MEETING 30 JULY 2024 –
Accounts for Payment from 7 June – 25 July 2024

Environmental Services	Incl VAT	Ex VAT
Shield Maintenance Ltd, dog waste collection May 24	468.00	390.00
Shield Maintenance Ltd, dog waste collection Jun 24	468.00	390.00
Grundon Waste Management, Tractor Shed Bin service Jun 24	250.64	208.87
Earth Anchor, replacement dog bins	405.60	338.00
Charlton Environmental, 2 of 3 weed killer application (village wide)	954.00	795.00
TOTAL	2546.24	

Finance and General Purposes Committee	Incl VAT	Ex VAT
SSE, Electric OMH 18.03.24 – 31.05.24	301.02	286.68
Mtech, Phone services 31.05.24-10.06.24	117.23	97.54
Onecom, broadband & telephone service	237.74	198.12
Cintra, June 24 wages	14,276.99	
Grundon Waste Management, OMH bin service May 24	307.45	256.21
IAC Audit and Consultancy, Annual Internal Audit Service	474.00	395.00
Seldram Supplies, cleaning supplies for OMH	66.68	57.23
Castle Water, Cemetery	1.18	
Microsoft, Microsoft 365 Family	79.99	66.66
PPL PRS Ltd, Music license	931.48	776.23
Argos, Canon Cartridge OMH	17.89	
Mtech, Call charges OMH 30.04.24 – 10.05.24	117.23	97.69
Grenke Leasing Ltd, Monthly phone rental OMH 01.05.24 – 31.05.24	221.70	184.75
British Gas, OMH 22.4.24 – 20.05.24	164.23	156.41
British Gas, OMH 21.05.24 – 30.05.24	26.56	25.30
Vale Community Impact, Grant	3,000.00	
Grove Rugby Football Club, Grant	150.00	
Vale Academy Trust, Millbrook School car park fund	1,888.20	1,573.50
Seldram Supplies OMH cleaning supplies April 24	80.82	67.34
Sweatbox Youth Centre, Grant	8,050.00	
GroW Families, Grant	8,050.00	
Function 28 Ltd, website hosting fee Jun 24	12.00	10.00
Grove Day Centre for the Elderly	600.00	
Bellinger's, white van repairs	63.00	52.50
Grenke Leasing, Monthly telephone lease	221.70	184.75
Grove CE Primary School, Wellington Gate Community Facilities Fund	30.00	30.00
Cintra HR Services, professional services fee for May 24	153.41	127.84
EE, Clerks mobile phone May 24	30.84	24.67
SSE Energy, OMH electricity supply 18/03/24-30/04/24	291.30	277.43
Ridgeway Room, Beacon, Wellington Gate Community Facility Fund	42.70	35.58
Paul Chapman, Window cleaning for Old Mill Hall – Jul 24	60.00	
The Abingdon Bridge, Grant	1,600.00	
Grundon Waste Management, OMH bin service Jun 24	128.60	107.17
Petty cash, top-up	200.00	
Bellinger's, white van maintenance	438.91	365.76
Church Street/Newbury Street PPG, Grant	500.00	
Swift Digital Services, photocopier environmental levy	6.00	5.00
Siemens Financial Services, photocopier lease Apr – Jul	274.43	228.70
Siemens Financial Services, photocopier lease Jul – Oct	274.44	228.70
Cannings, maintenance items	381.78	305.42
Seldram supplies, OMH cleaning products	64.32	53.60
Amazon, Air fresheners for OMH toilets	15.00	12.50
Amazon, Air freshener dispensers for OMH toilets	54.48	43.58
Peoples Partnership, Pensions	1146.05	
Cintra, HMRC Tax/ NI Contributions May 24	2607.14	
Cintra, HMRC Tax/ NI Contributions June 24	2642.84	
TOTAL	50,399.33	

Leisure & Recreation Committee	Incl VAT	Ex VAT
Ridgeway Bees, Bee removal	435.00	
SSE, Storage Shed, Cane Lane 10.11.23 – 31.05.24	52.20	49.72
Savills, Rent at Wasbrough field	540.05	
Wessex International, bearing unit	95.04	79.20
Certas Energy, Red diesel – 1500 litres	2,430.00	2,025.00
Grundon Waste Management, Tractor Shed May 24	158.96	132.47
Elms Farm Partnership, Allotments – 24.06.24 – 23.06.25	540.00	450.00
Allotment deposit refund – Plot 41A Millbridge	25.00	25.00
APS Hire & Sales, Challow, Maintenance materials	32.71	27.26
SSE, Recreation ground lighting – April 24	176.80	159.19
Grove Rugby Club, electric usage for floodlights 23/24	1,014.08	845.07
Fortress Alarms UK Ltd, Mary green play Area lights annual inspection	138.00	115.00

SSE, Electric play area/rec ground May 24	182.66	164.47
Grove Rugby Football Club, Rapid Rad matting for Extravaganza	1,837.20	1,531.00
SSE, Electric storage shed, Nov 23 – Apr 24	50.52	48.11
Castle Water, allotments Jun 24	5.38	
Cannings, maintenance item	27.60	23.00
Cannings, maintenance item	6.89	5.74
Cannings, Fuel for hand held tools	275.00	229.17
Cannings, maintenance item	30.78	26.22
Charlton Park Garden Centre, butane gas	57.00	54.29
JHP Electrical, 2 nd and last instalment floodlight tops	6,402.23	5,335.19
Grant and Stone, maintenance item	6.89	5.74
Grant and Stone, maintenance item	19.76	16.47
Grant and Stone, maintenance item	81.43	67.86
Mike Hissey, rubber matting for car and truck show	800.00	
Certas, White Diesel	830.16	691.80
Grant and Stone, maintenance item	270.26	225.22
Rospa Play Safety, Play equipment qrtly inspection July 24	492.00	390.00
Terrain Tyres, tyres for mowers x 3	241.50	201.25
TOTAL	17,255.10	

Chairman _____ (Original signed)

TOTAL EXPENDITURE £70,200.67

A/c balances as at 25 July 2024

Charity A/c	-	£3,581.73
Community Directplus A/c	-	£37,521.01
Instant Deposit A/c	-	£300,616.39
Petty Cash	-	£260.72

Total Cash in Bank - **£341,979.85**

Investments (including Reserves)

CCLA – Public Sector Deposit Fund	-	£40,000 ** – (Yield to date this FY is £519.61 – 1.30%)
CCLA – Local Authorities Property Fund current LAPF value as at 31 Mar 24 is £103,246.58 (a Loss of £16,753.42)	-	£120,000 ** – (Yield as at 30 Jun 24 is £1,376.35 – 1.15%)

Total Investments - **£160,000.00**

Total Bank and Investments - **£501,979.85**

NB: Sums included in the CCLA Property Fund are not to be included in the Council's Reserves

Reserves breakdown as 31 March 2024

General Reserves - £33,623

Specific (Earmarked) Reserves:

• Depreciation Reserve	-	£35,683
• Grove Meadows Reserve	-	£120,397
• Future Projects Reserve	-	£1,001
• Allotment Deposits Reserve	-	£1,050
• Balancing Pond	-	£2,045
• Wellington Gate Community Facilities Fund	-	£68,837*

Total Specific (Earmarked) Reserves - **£229,013**

Minus CCLA Property Fund - **£120,000**

Total Reserves - **£109,013**

- * The Wellington Gate Community Facilities Fund is s106 monies (administered by the Parish Council) to enable Wellington Gate community-based groups to hire local facilities to meet the group's needs.
- ** Public Sector Deposit Fund investment (immediate access) is made up from the following sources:
£40,000.00 from the Grove Meadows Reserve
- ** Local Authorities Property Fund investment (5-year long term) is made up from the following sources:
£60,000.00 from General reserves Expires – 30 November 2024
£60,000.00 from the Grove Meadows Reserve Expires – 31 May 2028