

Minutes of the Monthly Parish Council Meeting held on 14th July 2005
in the recreation ground pavilion at 7.30 p.m.

Present: Mrs J.P.Blissett (Chair) Mr. L.F.J. Mulford Mr. R.L. Thomas
Mrs M. Turner Mrs P. Staples Mrs A. Fisher
Mr. S. Lilly Mrs D. Boughton Waite Mr. D.Hayter
Apologies: Mr.M. Sedwards Mr. C. Lamont (County Councillor)

1. Minutes of the previous meeting (PC/06/05)

The minutes were signed as a true record.

2. Website – discussion with Mr. D. Marsh

The Council is delighted with the test site and thanked Mr. Marsh for his help. Mr. Marsh outlined the information still required from the Council; a sub-Committee was authorised to finalise details of items to be included. **SL, JB, AF, DB-W, DH**

Mr. Marsh provided a website policy statement which the Council agreed should be placed on the website; the Council does not intend advertising, except in relation to advertisements featured in the Harwell News. It was agreed that approved minutes together with the Harwell News should appear, in ‘read only’ format. ‘Going live’ will be advertised in October edition of Harwell News.

It was agreed that the website will remain as a holding page until more information has been added to it; this will be sent after the meeting of the sub-Committee. The Council will consider methods to establish public opinion at this time next year.

3. Planning matters

a) Applications

Formal notice of permission has been received in respect of:

HAR/12464/3 Proposed linked garage and garden room extension at Willowbrook, Church Lane for P. Creasy and M. White.

Six new applications have been received as follows:

HAR/17849/5 Retrospective application for the erection of 1m high garden wall and boundary fence at Adnams Farmhouse, High Street for Mr. S. Collet.

HAR/14745/6 Demolition of rear extension and outbuilding. Erection of two storey extension at Cherry Trees, High Street for Mr. M. Panther.

HAR/5456/1 Extension and alterations at Yewsley, Didcot Road for Mr. & Mrs.M. Marriot.

The Council asked that neighbours comments should be borne in mind on the above 3 applications.

HAR/19151 Internal remodelling to bathroom and kitchen. Insertion of rooflights and bullseye window at Abbey Timbers, Broadway for Mr. & Mrs. R.G. Eachus.

The deadline for the above application required a decision prior to this meeting. The Environment and Planning Committee requested that neighbours comments are borne in mind when considering this application.

EHE/9294/1 Extension to existing waste management complex to provide a waste encapsulation and treatment plant at B462 for UKAEA.

The Council had no objections.

HAR/19160 & HAR/19160/1-LB Demolish cob walls. Rebuild with two cottages plus rear extensions at Thatched Cottage, Reading Road for Mr. K. Dawson.
Two letters of objection have been received, each expressing concerns regarding a) overdevelopment of the plot, b) safety of vehicular access onto Reading Road and c) maintaining the appearance of the original dwelling as far as possible. The Council has the same concerns and strongly objects to this application.

Other application matters

HAR/17849/1-LB Conversion of two barns to residential use at Adnams Farm Barns, High Street, for Mr. & Mrs. Packer.
The Enforcement Officer has visited the site and confirmed that the roof tiles are acceptable.

HAR/17102/4 Extension, alterations and erection of a car port at Upper West Field, Reading Road for Mr. L. McDonagh.
The Enforcement Officer has expressed various concerns regarding this application; he will be pursuing these issues with the owner.

b) Structure Plan 2016 – Proposed modifications

Following a review by Mr Lilly, the Council has responded to the proposed modifications to the deposit draft as follows:

- i) Support for modifications to Policies G1, G3, T6 and EN3
- ii) Re: Policy EN11; “This Parish believes that water is a basic factor of life. Too many constraints against a new reservoir must be avoided.”
- iii) Re: Policy H1; “This Parish SUPPORTS the main thrust of the modifications. This Parish would modify the final sentence of the 2nd paragraph as follows; “In small settlements and villages housing development will be allowed where local village economic needs and sustainability are proven in order to avoid stagnation of village communities.” ”

c) Local Plan inquiry – Inspectors Report

Mr. Hayter has reviewed the report; it is available for other councillors to read. There is a briefing on 15th July 2005 which Mr. Hayter, will attend as the Council’s representative.

DH

d) SODC – Statement of Community Involvement

Mrs. Blissett will liaise with Mrs. Turner on the Statement, and will report to the Clerk if any further action is required.

JB & MT

e) Affordable Housing

The landowner of the proposed site off the Reading Road has indicated that he does not want to sell the land because of possible damage to his beech trees.

It will be necessary for the Council to meet with the Vale and Mrs S. Willers to revisit/review options. Mr. Lilly will contact Mrs G. LeCointe at the Vale.

SL

4. Report from District Councillor

Mrs. Turner informed the Council that Keep Harwell Rural has expressed concerns regarding traffic impact from the proposed Steventon Reservoir; these concerns have been sent to the Transport Authority.

Mrs Turner also reported on changes to delegation of planning applications; four letters of objection will be required in future instead of the current two. A copy of the changes will be sent shortly to the Council.

5. Financial Matters

a) Receipts and Payments cash book for June 2005

This statement will be checked when access has been obtained to bank accounts on-line.

b) Parish Audit

The Annual Return 03/04 has been approved; it was presented and accepted by the Council. The Auditor commented on the following: i) no Risk Assessment was in place ii) the invoice file was missing and iii) the Annual Return should have been signed by 30th September 2004. Following Audit approval the amended Financial Statement was approved by Mrs. Blissett and the Clerk (as RFO); copies were distributed to the Council.

c) Dog bin maintenance

The Clerk reported that charges for dog bin maintenance had increased sharply following the change of contractor. Mrs Turner will speak to the Vale and the Clerk will contact SDK with a view to reducing the Council's costs. MT

d) Policy re: expenditure

The Internal Auditor has suggested putting spending controls in place. The Clerk will review Standing Orders and report to the Council.

e) SageCover membership

Following consultation with the Clerk, the Council decided not to renew its membership with Sage. To be reviewed if a future Clerk uses either the wage or accounting packages.

6. Matters relating to Council Owned lands

a) Cemetery extension fencing

The fencing has been ordered; Mr. Mulford will liaise with Mr. Hinchcliffe and Mr. Lay to arrange installation in the autumn.

b) Clerk - contract

The new Clerk's contract was signed by Mrs. Blissett and by the new Clerk, Mrs. Taylor.

The Chairman had to leave the meeting at this time and Mr. Lilly took the Chair.

c) Strip of land along A417

OCC has replied that it cannot lease highway land. In 1988 OCC approached the Council to execute a licence in respect of the parcel of land (that which the Council is in the currently in the process of purchasing); as this was also highway land, the Clerk will ask OCC about the possibility of a licence. A copy of the letter to be sent to Mr. Lamont.

d) Health & safety Policy

Mr. Thomas was appointed as the Council's Health and Safety Officer.

e) Freeman Orchard – lease

Little Pippins has asked for inclusion of a restriction in the break clause of the proposed lease. On advice received from the Council's solicitors, the Council is unwilling to accede to this request.

f) Use of parcel of land by allotments

To be discussed at the next meeting.

g) Footballers

- i) Pavilion key holder – The Council granted permission for the Captain of Harwell Football Club to have a key to the pavilion, subject to a deposit of £30.
- ii) Pavilion key lock box – a new lock box has been obtained for the pavilion key. Siting of the box will be decided after consultation with the caretaker.
- iii) Collection of fees - review - Harwell Football Club have 25 matches and 35 practice sessions planned for next season. Mrs. Fisher proposed a set fee of £500 for the season's fees; the proposal was seconded by Mr. Thomas, and passed unanimously. Mrs Turner proposed an increase in the Supersonics fees to £165 for the upcoming season (£11 x 15). Mr.Thomas seconded this proposal and it was passed unanimously.
- iv) Booking/ caretaker arrangements – Mr. Mulford will speak to Mr. Blissett regarding this matter, as some changes may be required to the existing duties. **LJFM**
- v) Shower quote – Cost estimated at around £3500. The Clerk will make enquiries about grants. In the meantime, job specifications will be drawn up; copies to Mrs. Fisher and Mrs. Boughton-Waite (to show to local craftsmen). **AF & DB-W**
- vi) Net and goalpost purchase – The Council does not have funds available in this year's budget. Mr. Hayter has found £60 sponsorship to purchase nets; the Council agreed to this purchase, (subject to sponsorship, which was acknowledged with thanks).

7. Councillor – casual vacancy

The vacancy has been publicised as required by law; this notice will expire on 19th July 2005, after which the Council should co-opt as soon as is practicable. To be advertised in the Harwell News; applications will be considered at the September meeting.

8. Code of Conduct - training

Training for Councillors and new Clerks is being offered by the Vale. The Clerks would benefit from such training and the Vale will be contacted to make the necessary arrangements.

9. Environmental Mattersa) Clean Neighbourhoods and Environment Act

This Act allows Councils to issue fixed penalty notices for litter, graffiti, fly posting and dog offences together with Dog Control Orders. The extent to which parishes wish to exercise the new powers is up to them. The Council decided that it would prefer to rely on the District Council's Warden to deal with such matters for the time being.

b) OCC – Emergency Plan for Local Councils

Mr. Lilly will review the Plan and report any matters of interest to the Council. **SL**

c) Amenity Tree Planting

Certain trees planted in the extension to the recreation ground need to be replaced. Mrs Blissett will act as the Council's representative. **JB**

d) Seminars – Planning & Community Development / Common Land and Village Greens

Neither Seminar will be attended by the Clerk or members of the Council.

10. Highway mattersa) Bus routes -update

Mr. Lilly continues to battle for better services to the village. He has met with Mr. C. Lamont, who is making enquiries at OCC. Mr. Lilly will be attending a meeting on Monday regarding bus services. **SL**

b) Proposed bus stop sign

Mr. Lilly will attend a site meeting to discuss the proposed bus stop outside Montpellier House, High Street on 2nd August 2005. **SL**

c) Access for van parking in tractor shed

There will be substantial costs involved with a new access directly into the play area, with the need for removal of some fencing and a couple of trees plus a new gate. Mr. Mulford will revisit the site to find if there is a less expensive viable alternative. Mr. Lilly also offered his assistance in dealing with this matter. **LFJM & SL**

11. Any Other Businessa) Harwell-Chilton Campus Local Stakeholder Group (LSG) Meeting

The public are invited to the LSG meeting to be held on 21st July 2005. The Clerk will place details on the notice boards.

b) Road signs opposite Curie Avenue

Mr. Thomas mentioned confusion with speed limit signs on the road to UKAEA. The Clerk will discuss this matter with OCC.

c) Overgrowth on pavements

The Clerk was asked to send a reminder to the owners of the properties in the Cleave and Townsend where pavements are being obstructed.

d) Meeting dates

Meetings will be held on Tuesdays starting in September; to be reviewed in November 2005.

e) Church extension improvements

St Matthews PCC has acknowledged, with thanks, the Council's donation of £100. Work will commence on 18/7/05.

The meeting ended at 10.30 p.m.