

Minutes of the Monthly Parish Council Meeting held on 12<sup>th</sup> February 2008  
in the recreation ground pavilion at 7.30 p.m.

Present: Dr K Beswick(Chair) Mr. M. Ricketts Mr J Fisher  
Mr G Taylor Mr R Thomas Mr D Hayter  
Mr F Trembl Mr D Marsh Mr S Lilly  
Mrs M Turner (District Cllr) Mr R Waite (District Cllr) Mr C Lamont (County Cllr)  
1 member of the public.

Apologies: Mrs D Boughton-Waite

Dr Beswick opened the meeting by welcoming representatives of Harwell School and the police.

1. Minutes of the previous meeting (PC/01/08)

The Minutes from the January meeting were amended where necessary, and signed as a true record.

2. County/District Councillors/Police

PCSO Gills reported on recent crime in the village; 2 cases of criminal damage to vehicles, for which 1 person was cautioned, 1 burglary, 1 criminal damage to a dwelling, 1 assault and 1 theft, for which 1 youth offender has been charged. Mr Fisher agreed to represent Harwell at future NAG meetings. After thanks from the Chairman, PCSO Gills left.

Mr Waite attended the recent Flood Products Fair; all contacts will be listed shortly.

New planning legislation has been discussed, which may lead to the re-submission of some refused applications.

A recent meeting re: alternatives to the proposed Steventon reservoir was well attended.

Mrs Turner reported that VWHDC has responded to the SODC consultation “Your Place Your Future”, pointing out that no route has yet been agreed for a possible Harwell By-pass. There is no news concerning Great Western Park.

There is an “Active for Life” promotions day for older residents on 6<sup>th</sup> March.

Mr Lamont reported that OCC’s council tax rise is to be 3.875%.

Following Mr Lamont’s scrutiny review of car boot sales, additional funding has been allotted to allow Trading Standards personnel to identify stolen goods being sold at such sales.

3. Presentation by Harwell School

2 schoolboys and their teacher Mr Sutherland addressed the Council on the school project to press for a full cycle route between Chilton and Didcot, so that children from local villages can cycle to school, reducing pollution as well as having a safe route to travel. This will involve liaising with Sustrans, UKAEA, local authorities, etc, on such themes as upgrading existing footpaths and connecting existing cycle routes. Cycling Proficiency Schemes are to be encouraged. A survey of Harwell is planned, which will suggest possible routes. The Council approves of the project, and invited the children to prepare an article for Harwell News. Mr Fisher reported that work on the project to date is very impressive.

4. Environmental Wardens

Mr Fisher had met with the Wardens and other Environmental Health officials to discuss flytipping and dog fouling. They have suggested erecting signs that instruct dog walkers to keep to the edges of the rec, and monitor the situation for 6 months, after which it may be necessary to apply for exclusion orders. In the meantime, the Wardens will continue to visit the village and issue fixed penalty notices where necessary.

Clerk to contact VWHDC gain re; dog bin missing from The Holloway.

5. Matters Arising from the Minutes – a) VAS

The Police do not recommend long-term use of VAS; mobile SID machines are more effective. A resident in Abingdon Road had written to ask for VAS or similar along that road, and has been advised of OCC policies on that subject. Further to earlier correspondence, Mr Fisher to contact OCC re: installing camera signs in the village. **ACTION: JF**

b) Affordable Housing – more residents of Orchard Way have signed the petition against the plans for the housing site. The Council has already pointed out that a lower density project would be preferable, with properties in keeping with those already in Orchard Way. Alternative sites are to be investigated.

6. Planning Matters

Formal Notice of Permission has been received in respect of;

HAR/15729/2-LB	Minor internal alterations at 1-2 The Cherry Barn, High Street, for Fellside Estates Ltd.
HAR/9934/2	Erection of single storey extension at Heron House, Blenheim Hill, for Mr & Mrs Cantwell.
HAR/13273/2	Proposed alterations to existing front dormer at 20 Jennings Lane for Mr Stamper & Mrs Hall.
HAR/20368	Erection of illuminated signage at Lumen House, Library Avenue for JNT Association.

3 new Applications have been received and dealt with by members of the Planning Committee, as follows;

HAR/7315/2	Proposed single storey front conservatory at Sungrove, Downs Close, for Mr & Mrs Froud.
HAR/9479/6	Erection of single storey ground floor extension to rear at Harrow House, Burr Street, for Dr Moreton.
HAR/2737/12 & HAR/2737/13-LB	Erection of single storey timber framed orangery at Almshouse Farm, High Street, for Ms Rabinovich. ( Mr Lilly and Mrs Boughton-Waite declared an interest as neighbours.)

The Committee members asked that neighbours' comments be taken into consideration by Planners; Formal Notice of Permission has now been received for application HAR/7315/2.

2 further applications have been received as follows;

HAR/20418/-A HAR/20418	Erection of ATM signage at McColls shop, Curie Avenue, and Installation of ATM at McColls shop, Curie Avenue for Bank Machine Co Ltd.
---------------------------	--

The Council asked that neighbours' comments be borne in mind by Planners.

One application has been withdrawn;

HAR/19692/1	Proposed detached dwelling on land part of Greenbanks, Reading Road, for Mr & Mrs Cross.
-------------	--

VWHDC's Development Control Committee will be considering the following application on 18<sup>th</sup> February in Abingdon Guildhall;

HAR/19966/1            Demolition of shed, erection of 2 detached dwellings with garages, improvements to existing access & provision of parking spaces for Blenheim Terrace & Burr Cottage at Land to rear of Blenheim Terrace, Burr Street, for Bellwood Homes.

The Council has asked Planners to bear in mind its former concerns.

Notice of Work to Trees has been received, as follows;

Remove 1 ash tree at Ballut, Church Lane, for Mr Knibbs.

Prune 2 yews at Box Cottage, High Street.

VWHDC has given permission for the abovementioned work;

Fell & remove 1 Horse Chestnut & 1 Sycamore at Wellshead House, for Mr & Mrs Allen.

The Council had no objection.

7. Financial Matters – a) Receipts & payments cashbook for Nov/Dec 2007- The cashbooks were signed as a true record. Mr Treml had checked petty cash.
- b) TVE account – to be set up asap, to facilitate the hiring of large tools or machinery when necessary. Proposed by Mr Thomas, seconded by Mr Taylor, carried unanimously.
- c) SID payment to Milton Park – payment of the £30 donation had been agreed in an earlier meeting (PC/10/07, item 7a), but Clerk had inquired as to probable maintenance and frequency of the machine's use in Harwell. According to police, there is no maintenance on the machine, which will be used in Harwell as often as possible. Council agreed to review the situation annually to assess what benefit there is to the village. Clerk to find out whether the machine needs to be calibrated.
- d) OPFA membership – Annual cost is £40. Mr Lilly proposed payment of the fee, seconded by Mr Fisher, carried unanimously.
- e) Request for funding – Ryder volunteers – No money is available at this time.
- f) Expenses – Council agreed that expenses relating to archive work for Harwell News should be paid.
- g) Cemetery fees & policies – the Council agreed to raise memorial fees in line with Church of England figures, ie from £70 for a headstone and £35 for a tablet at present to £126.81 for a headstone and £67.23 for a tablet. Although this is quite a large rise, other fees remained the same. Mr Fisher proposed adoption of the new fees from 1<sup>st</sup> March 2008, seconded by Mr Lilly, carried unanimously. The redrafted cemetery policies were approved, subject to inclusion of a paragraph relating to damage caused in the cemetery. New policies attached.
8. Matters relating to Council Owned Lands
- a) Employment contracts – redrafted employment contracts for the grounds staff were approved; Mr Taylor agreed to be the nominated councillor and liaise with the staff. New contracts will take effect from 1<sup>st</sup> April, assuming the staff are happy with them. Should it appear that any of the groundsmen is owed back pay, this will be paid at the end of the year. Prop: Mr Thomas, seconded: Mr Fisher, carried.

b) Allotment agreements – Redrafted Tenancy Agreements were approved, subject to the inclusion of metric figures. Lands Committee to discuss the current policy of allowing Tenants to take more than one plot when there is no waiting list. **ACTION: LANDS**

c) Tennis/Bowls Clubs -lease – Mr Lilly met Bowls Club members recently. A 30 year lease has been suggested, to include a 10 year review. Copy of such a lease to be obtained and sent to the Club. Council to discuss rent at a further meeting.  
Mr Lilly to meet Tennis Club members later this month. **ACTION: SL**

d) Dilapidated stable – Mr Lilly has arranged a valuation of the building.

e) Rec - trees – Mr Ricketts is still checking the planting list. **ACTION: MR**

Van access- awaiting catalogues

Pitches- Clerk to find out whether PC has authority to call off games when ground is very wet.

Groundsman to be involved if necessary. Full liaison with football teams will be necessary.

The ground has been damaged recently by cars driving onto the grass; quotes to be obtained for reinstating bollards around the car park/grass perimeter.

It has been suggested that Harwell & Hendred FC will have more teams next season; Mr Taylor to look into a pitch rotation scheme, using the rugby field if necessary. **ACTION: GT**

The Club also asked for permission to use the pavilion on 7/8 and 14/15 June for its FA Coaching scheme (date had to be changed). Council had no objection.

Showers- burning in the fuse box has been corrected by the electrician.

Wallingford Dogs- a £60 donation has been received. Clerk has drawn up a simple Agreement for future use; to be circulated to all Councillors.

Chainsaw – a small chainsaw has been purchased, for use by the groundsmen. Cost was around £130.

Scouts – permission was granted for use of the rec for a sponsored walk on 21<sup>st</sup> June.

f) New pavilion report – Mr Fisher reported that a new Committee is to be set up shortly. The Consortium Agreement is still under review; Mr Fisher to provide a copy for the Council as soon as it is available. Harwell FC had expressed concerns about the plans for the building; these are to be taken into account by the Committee. **ACTION: JF**

The Committee had requested payment of the £500 previously agreed by the Council (PC/04/07); Mr Fisher took the cheque to present to Dr Delfosse.

g) Health & Safety queries – Mr Trembl reported that an annual inspection of the showers may be required; Clerk to investigate. Mr Trembl and Mr Hayter to confer re: risk assessment, which is now due. **ACTION; DH, FT**

9. Environment – a) Footpaths – Mr Ricketts' document has been sent to OCC; replies received so far indicate further investigations are necessary; copies to be given to Mr Ricketts. Mr Ricketts reported that he is pursuing the plan of upgrading The Winnaway from a footpath, but that use by cyclists could not be used as evidence of a Bridleway, only as evidence of a Restricted Byway. The best option seems to be to apply for an upgrade to a "Restricted Byway". Mr Ricketts to confer with OCC.

**ACTION: MR**

Residents of Manor Green are still not happy with the problems along the footpath there, following recent correspondence from OCC. The Council sympathised, but has no powers in the matter.

b) Bus services/ shelters/ Public Transport Guide – Mr Lilly reported on a meeting with Oxford Bus Company; it may be possible to change the route of Bus 35A so that it comes into Harwell on its circular route to Oxford.

Steel for the bus shelters has been obtained; Mr Taylor to assist groundsmen to install the sheets as soon as possible; it may be necessary to do this on a Saturday morning. **ACTION: GT**

Mrs Staples to be asked about including the Transport Guide in Harwell News deliveries.

c) Waste – Mr Mackay (VWHDC) has written outlining the concerns following his visit last month. To be invited back in July and to the APM.

d) APM date & Agenda – the APM was agreed for 22<sup>nd</sup> May, subject to availability of the village hall. The Council agreed the agenda as follows;

1. Wantage Museum
  2. Affordable Housing
  3. Harwell School – cycle paths
  4. Waste - VWHDC
  5. Old stable
- PCSOs to be invited.

e) Didcot Forum/reservoir meeting – Mr Lilly to attend the Forum on 13<sup>th</sup> February; Mr Ricketts to attend the reservoir meeting on 27<sup>th</sup> February. Council to discuss at a further meeting its stance on the reservoir project.  
**ACTION: SL, MR**

f) OCC –road safety work – work is to take place near Zulu Farm on the B4493 to install bend warning signs and lay a high friction surface.

Complaints from residents in Rowstock and Grove Road about verges/speeding have been passed to OCC for attention.

g) Climate Xchange events- OALC has sent advice of various events and projects to do with the environment. All councillors have been advised, and events will be posted on the website.

#### 10. Any Other Business

Mr Ricketts took a Communities and Local Government consultation document to read on the Council's behalf.

The external auditor has been appointed; as in past years, it will be BDO Stoy Hayward.

OCC has published its report on Childcare; available on its website.

Mr Fisher to enquire about purchasing a locker for the grounds staff.

**ACTION: JF**

A flat screen monitor is available to purchase for the office.

Mr Marsh reported that many of Harwell's archive Minutes and other documents are now posted on the website.

Mr Thomas reported graffiti on traffic signs.

Dr Beswick to visit Mrs Boughton-Waite on behalf of the Council.

The meeting ended at 10.15 pm.

