

HARWELL PARISH COUNCIL

Minutes of a Lands Committee meeting held at 7.30 pm in the village hall committee room on Tuesday June 25th 2019

Present: J Hawthorne (Chair) D Turner D Boughton-Waite C Lee D Roberts S Taylor (Parish Clerk)

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| <p>1. Approve minutes of previous meeting & receive updates on actions from previous meeting</p> <p>APPROVED.</p> <p>Actions – Mr Marsh to transfer website to Krystal. No progress re: valuation of land at footpath 11 because valuers have not responded to queries. Clerk to check whether agricultural value can be applied. No response re: zero hours staff member. Clerk to advertise in August HN. Clerk has arranged to meet contractor re: marking car park. Mr Ricketts to produce plans.</p> | <p>Clk Clk Clk, MR</p> |
| <p>2. Note apologies for absence</p> <p>Mr Ricketts had sent apologies.</p> | |
| <p>3. Review Committee Terms of Reference & approve changes</p> <p>Reviewed. APPROVED.</p> | |
| <p>4. Review & approve Lands Management Plan</p> <p>Reviewed. APPROVED.</p> <p>Mrs Turner to attend a meeting in July hosted by Sustainable Harwell. Clerk to contact Harwellian re: rubbish accumulating outside club building. Clerk to contact allotment tenants re: burning area (for non-compostable green waste only). Staff to be asked to do minor repairs to car park wall. Clerk has contacted VWH for permission to cut back overhanging branches of trees overhanging The Cleave footpath.</p> | <p>DT Clk Clk</p> |
| <p>5. Recreation ground –receive updates on and/or recommend way forward for following projects</p> | |
| <p>a) S106 funding for staff building – waiting for architect to submit plans and application for Permitted Development (first set of plans featured wrong address because of options in planning system).</p> | |
| <p>b) scouts lease and pavilion issues – waiting for feedback from solicitor & scout’s solicitor. Clerk to contact Mr Zimmerman. There are still complaints of smelling smoke in the pavilion. No-one smokes in the building but clerk to remind staff of necessity to smoke away from building.</p> | <p>Clk</p> |
| <p>c) additional S106 projects for recreation ground if anything further to discuss – waiting for quotes.</p> | |
| <p>d) advice from solicitor re: car park – nothing received.</p> | |

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| <p>6. Cemetery – recommend shed location & type, update on planning advice from VWHDC</p> <p>Waiting for response from VWHDC. Clerk suggested a half-size shipping container would be the best option.</p> | |
| <p>7. Recommend that the framed copy of the Queen’s Jubilee address is donated to the Harwell Parish History Group for displaying in the village hall</p> <p>RECOMMENDED.</p> | |
| <p>8. Discuss urgent matters received after the agenda has been posted and note matters for consideration at next meeting</p> <p>Some of the saplings in the new cemetery hedge have died – clerk to see about replacements.</p> <p>The Almshouses Trust has asked the council to reconsider its decision not to install a hand rail at the steps, as a tenants uses the steps on a regular basis. For full PC.</p> <p>Clerk reported that the former editor Ms Pearson has offered to produce the August edition of HN and ultimately take on the editing again, and Ms Fautley has offered to produce the October issue. Mr Lee is preparing guidelines.</p> | <p>Clk</p> <p>PC</p> <p>CL</p> |

Meeting closed 8.10 pm.

Minutes prepared by Mrs S Taylor, Parish Clerk

Signed.....Date.....

Notes:

| ACTIONS from January meeting: | BY | STATUS |
|---|---------|-----------------------------------|
| JH – move emails | | DONE |
| ACTIONS from February meeting: | | |
| Clk – letters to Westfield/Wantage Rd residents, contact scouts & solicitor, prices for swing seats & MUGAs, update cem regs, advertise for zero hours staff, answer OCC survey, contact organisations re: APM, value of land | 26.3.19 | DONE. No response re: land, staff |
| ACTIONS from May meeting: | | |
| Clk- contact solicitor, planners, architect, speak to staff, get quotes | 25.6.19 | DONE |
| MR – plan of car park, site for MUGA | 28.5.19 | |
| ACTIONS from June meeting: | | |
| Clk – site meeting, saplings, contact allot tenants, Harwellian, scouts, spk to staff | 23.7.19 | |
| CL – HN guidelines | 9.7.19 | |