

**Minutes of the Chilton Annual Parish Council Meeting held in the Community Room on Wednesday 10<sup>th</sup> May 2023  
at 8.00 pm.**

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Present	Mr C Broad	Chairman
	Dr J A Berry	
	Mr F Dumbleton	
	Mr R Girling	
	Dr M Hansard	
	Mr M Urso-Cale	
	Ms H Gascoigne	District Councillor
	Dr D Dewhurst	District Councillor
	Mrs M E Morris	Parish Clerk

- Apologies for Absence** Ms S Povolotsky
- Declarations of Interest** Dr Hansard signed the Register for item 14(vi) as he is a neighbour.
- Signing of Acceptance of Office**  
All Councillors signed the Acceptance of Office and were given Registers of Interests to be signed and returned to the Clerk.
- Election of Chairman**  
Mr Broad was proposed by Mr Girling, seconded by Dr Hansard and accepted by all.
- Election of Vice Chairman**  
Mr Girling was proposed by Mr Urso-Cale, seconded by Dr Berry and accepted by all.
- Co-option of Councillors**  
There are two vacancies for Councillors, a note to be put in the Chronicle asking for volunteers.
- Officers Responsibilities**  
Footpaths - Mr Broad  
Transport - Mr Dumbleton, Dr Berry  
VHMC - Mr Dumbleton, 1 place still to fill.  
Site Stakeholder Group - Dr Hansard, Mr Girling  
OALC - rotate between Councillors.  
AONB - Mr Dumbleton  
Planning - Whole Council  
Play Equipment Working Party - Mr Urso-Cale  
Finance - Dr Hansard  
Facebook – Mr Girling (Chilton Field Community), Mr Dumbleton (Chilton Village Community)
- Minutes of the last Meeting** were signed as a true record.
- Open Forum**  
Mr Urso-Cale reported that children are damaging the trees in the area adjacent to the play equipment by climbing up them and breaking the branches. It is primarily children from Chilton Primary School. The Clerk will write to PCSO Deane and the School regarding the children's behaviour.
- Area Beat Officer's Report**  
PCSO Deane had emailed to note that a number plate had been stolen from a vehicle in Potteries Lane.

**11. District Council Report**

Mr Broad welcomed Ms Gascoigne and Dr Dewhurst as the newly elected District Councillors. Ms Gascoigne referred to her previously circulated report, Oxford City housing numbers are increasing and pushing onto the Districts, the Vale would like the housing to be kept within the Oxford City limits. The Local Development Order for Milton Park has been adopted. The Moderna application has been approved. Dr Dewhurst reported on an informal meeting that Steve Hale had organised with Moderna and Harwell Campus, also present were Paul Sedwards and Dr Dewhurst. The aim of the informal meeting was to talk through concerns regarding the Moderna development that some residents had raised. It was agreed that a timescale will be given for when the sports field will be ready, look at sponsoring sports facilities, and a Heritage Trail will be produced. The Campus will check about the security cameras that are round the construction site.

**12. County Council Report None**

**13. Planning**

(i) Applications to be considered by the Parish Council

Planning application amendment (no. 3), on application P23/V0199/FUL, amended by plans received 28 April 2023 relocating position of mast. RAL, Harwell Campus. Comments No objections.

Planning application amendment (no. 3), on application P23/V2001/FUL, amended by plans received 28 April 2023 relocating position of mast. RAL, Harwell Campus. Comments No objections.

Planning application amendment (no. 3), on application P23/V2003/FUL, as amplified by landscaping details received 28 April 2023 RAL, Harwell Campus. Comments No objections.

Mr Broad reported on a meeting he attended re the above applications, there will be a way to black out areas near private residences, there will be no monitoring of gardens or windows, once everything is installed residents will be invited to visit the Control Office. Severn Road residents were happy with the outcome.

(ii) Applications determined by the Vale

Permission for erection of two employment buildings, with associated car parking and landscaping. Land to the north of Frome Road Harwell Campus P22/V2435/FUL

Permission for erection of a single storey amenity building together with a 3 bay equine building providing a treatment centre and secure storage. Skippets Stables P23/V0252/FUL

(iii) Mr Broad said he had received an email about a garage at Gore Hill Farm, the email asked if planning permission for the garage was needed. Ms Gascoigne said she would check with the Vale. It was noted that another portacabin had appeared on Warren Piece and also a burnt out car, the Clerk to write to the Vale.

**14. Matters Arising**

(i) Chilton Field Lights

The lights on Chilton Field have been replaced, one light on Diamond Way is still not working, the Clerk to notify DWH. The Clerk has contacted both DWH and the Campus regarding the ownership of the lights on Downside, both parties deny ownership.

(ii) Play Equipment Working Group

Mr Urso-Cale reported that Mr Broad will complete the Certificate of Lawfulness, to be submitted to the Vale in conjunction with a planning application.

(iii) New Website

The Clerk circulated the proposed website for comments.

(iv) Parish Transport Rep

The reply from Mr Harrison was circulated, the Newbury bus should commence 24<sup>th</sup> July, probably hourly Monday to Saturday. It is not known yet whether the bus will come into Chilton Village or stop at the Garden Centre. The 94 service will be extended until the end of August.

(v) Garden Centre land

No further news from the Garden Centre.

(vi) Spa Street Trees

Dr Hansard circulated a report he had prepared on the trees on Spa Street and then took no further part in the discussion. The shrubbery at the back of no.4 and along Avon Way needs cutting back, several of the trees are getting close to residential houses and overhang public paths. The Clerk will check the Nurture

maintenance contract regarding cutting back the overgrown shrubs. It was agreed that an arboriculturist be contacted for a report on the trees. Dr Hansard to speak to the residents at no.4.

## 15. Finance

### (i) Expenditure

#### Cheques

76. Mrs Morris - March salary	385.59
78. Hags Smp Ltd - Climbing wall repair	2173.26
79. OPFA - membership renewal	45.00
80. OALC - membership renewal	316.87
81. Sawscapes play ltd - bark top up	3252.00
82. Thames Water - allotments Lower Road	49.89
83. Nurture Landscapes Ltd. - March POS	2216.30
84. Mrs Morris - Chronicle 498	273.24
85. Mrs Morris - April salary	385.59
86. Sawscape Play Ltd - Play inspection	420.00
87. AAD Plumbing - fitting new tap at Lower Road allotments	60.00
88. Mrs Morris - Chronicle 499	273.24
89. Tactical Facilities Management Ltd. – litter bin emptying	38.66
90. Mrs Morris - VWHDC, invoice for uncontested election	200.00
<b>Total</b>	<b><u>10089.64</u></b>

#### Petty Cash

14 weeks litter clearing 140.00

### (ii) Income

22 Allotments	378.34
All Saints' Chilton – Chronicle	82.80
SA Clothing Bank	68.60
1 <sup>st</sup> half Precept	11,798.50
Wayleave	<u>42.82</u>
	<u>12371.06</u>

#### Balances

Treasurers Account	500.00
Instant Access	95351.87
Business Account	161914.98
Petty Cash	50.00

- (iii) Contacted Tactical Management Facilities, waiting for a date to do line marking.
- (iv) TMF have started emptying the bins.
- (v) Ms Boot has not replied to the email re the paddock.
- (vi) Lower Road allotments, a new tap has been fitted and Thames Water have been out and fixed the stop valve.
- (vii) At the last inspection by Sawscapes the steps by the slide were flagged up as unsafe. They have quoted £6065.00 to replace them. The Clerk asked Sovereign Play and Online Playgrounds also for a quote, waiting to hear back.
- (viii) Bank account – Dr Druce to be removed from the signature list and Dr Hansard to be added.

## 16. VHMC Report

Dr Berry reported that Margaret McGoey has resigned from the Committee, the bookings continue to be good and the new booking system is working well. The VHMC is investigating keypad entry for the Hall and the Community Room, it has been agreed to trial the Village Hall first. The Energy Audit is still to be carried out. The Patio project is in abeyance for the moment.

**17. Play Equipment Inspection**

Mr Broad carried out the inspection, the missing screws have been replaced, Dr Berry to do the next inspection.

Mr Girling carried out the Chilton field inspection, it was noted that the footpath by the play area will need some attention soon as it was damaged in the heavy rains.

**18. Agenda for the Annual Parish Meeting and Meeting Dates for next year**

The proposed agenda was circulated and agreed. The dates for next year's meetings were agreed, updated list to be circulated and dates booked with the VHMC.

**19. Correspondence**

(i) Mr Girling noted that the speed measures for Upper Farm Road needed to put in place as the new financial year has started. The Clerk to contact Ms Povolotsky.

(ii) A letter had been received re No Mow May for Chilton Field POS; the Clerk had replied that not all the areas are cut every month but some are left long for the wild life.

The Chairman closed the Meeting at 9.20pm