

**Minutes of the Chilton Parish Council Meeting held in the Community Room on Wednesday 25th September 2024
at 8.00 pm**

Present	Mr C Broad Dr J A Berry Mr C Clements Mr F Dumbleton Dr M Hansard Mr J King Mr M Urso-Cale	Chairman
	Cllr H Gascoigne Mrs M E Morris Dr J E Berry	VWH District Councillor Parish Clerk (Retiring) Parish Clerk (New)

1. **Apologies for Absence** were received from Dr D Dewhurst and Ms S Povolotsky.
2. **Declarations of Interest** None
3. **Minutes of the last meeting** were agreed and signed as a true record.
4. **Actions from last meeting**

Person	Action	Update
Clerk	To remove Area Beat Officer's Report from future Agenda and provide update re the new Wantage Neighbourhood Police Team's contact details in Chronicle.	Completed
Clerk	To write to the tenant regarding their paddock contract	Legal advice is being sought regarding possible options
H Gascoigne	To check status of Enforcement Orders re Warren Piece and land behind George pub in Upton Parish; and Gore Hill Farm, Chilton Parish	HG has requested update. Discussed under item 8 Planning.
Clerk	Play equipment assessment - to send latest Bob Girling report and Sawscapes template to C Clements to be adapted for Chilton Fields	Completed - discussed under item 11 Play Equipment
Clerk	Request estimate from Sawscapes re removal of climbing logs	Estimate received - discussed under item 11 Play Equipment.
Clerk	To contact The Landscape Group re strimming around tube slide and rocker boards area	Completed
F Dumbleton	To complete playing field inspection	Completed

5. **Open Forum**
No members of the public attended the meeting.
6. **District Council Report**
Cllr Gascoigne had sent a report which was circulated to all members. She had also provided a summary for inclusion in the Chronicle. She highlighted the following points:
 - Joint Local Plan: the 6-week consultation period starts 1st October. She encouraged everyone to read as this document will hold a lot of weight in future decisions. She also confirmed that no new residential developments are planned but Harwell site is designated for employment and may need to consider traffic issues.
 - Ward boundary review - she noted that the review is likely to follow the existing Parish Boundaries which divides the Harwell site between Chilton, Harwell and East Hendred parishes. She sought views on whether this was thought to be appropriate. No firm decision was taken but should be picked up at next meeting.

- Cllr Gascoigne sought feedback from the Council about the Moderna development. There was agreement that there has been a lack of communication with the Parish Council throughout the development. Following specific issues noted:
 - Traffic implications relating to the construction work including the installation of the new A34 slip road traffic lights
 - Levels of noise and light from the Moderna building currently significant from the building. Agreed the Parish Council will write to the Planning Dept. The VWH have not received a detailed information regarding the periods when the building will be lit during operations.
 - The increased level of traffic has aggravated the flooding issue near the school. **Action:** Clerk to send letter to Harwell Campus requesting this is sorted.

7. County Council Report

None

8. Planning

(i) Applications to be considered by the Parish Council

None

(ii) Applications Determined by the Vale

None

(iii) Other Planning Issues

- Valerie Andrews has written to the Parish Council confirming that an Enforcement Notice has been raised for Warren Piece (Upton). Cllr Gascoigne explained that no further update will now be given by the Planning Dept until the outcome of the Enforcement Inquiry is complete.
- Gore Hill Farm - confirmed that there is an ongoing Enforcement Notice.
- Land behind the George (Upton) confirmed an Enforcement Notice has been raised.
- Moderna construction - as discussed under Item 6. Under Discharge Condition 12, further clarification needed regarding the height of lighting and the hours of operation. David White has also copied the Parish Council in his correspondence regarding the construction traffic. **Action:** Matt Hansard to draft letter which will be sent to Planning Dept. from Parish Council, copied to Cllr Gascoigne.

9. Finance

(i) Expenditure £

Cheques

33. Mrs Morris - August salary and expenses	410.42
34. Mrs Morris - Village Hall plumbers	205.80
35. PlaySafety RoSPA Inspection	592.80
36. Nurture Landscape - July POS	2216.30
37. Bibby Financial Services (Tactical Facilities) - August Binss	77.33
38. Thames Water Utilities (Lower Rd)	34.94
39. Nurture Landscape - Herbicide Spray to POS	966.96
40. Nurture Landscape - POS	2216.30
41. Mrs Morris - Chronicle	198.72
42. The Landscape Group Oxford	204.78
Total	£7,124.35

(ii) Income £

VWHDC Account Pay	12,227.50
SA Clothing Bank	12.65
P Boot Patsy Field	450.00
Miss Heather Lee Paddock rent	73.67
Interest	190.56

	£12,954.38

- (iii) Balances £
- | | |
|--------------------|------------|
| Treasurers Account | 500.00 |
| Instant Access | 14,459.75 |
| Business Account | 216,086.73 |
- (iv) Insurance - Premium £7,997.10, have option for 3-year binding agreement with Hiscox. Minutes from meeting have been circulated, main recommendation is to have reinstatement valuation for the village hall and Community Room - cost £140/building. It was agreed that the 3-year binding agreement should be accepted and the reinstatement valuation should be commissioned. **Action:** Clerk to commission valuations.
- (v) Sawscapes - Estimate for removal of Clamber Stack £1,250+VAT - it was agreed Option 2 should be accepted, the Clamber Stack should be removed together with the woodchips and the area returned to grass.
- (vi) Phil Robbins - had requested the purchase of a 3rd gazebo from Gala Tent costing £833+VAT for use at village market/other village functions. It was agreed this should be funded from the Parish Council's Charity Account. **Action:** Clerk to notify Phil Robbins and arrange payment.
- (vii) External Audit Report has been accepted. **Action:** Clerk to put on Parish Council website.

10. VHMC Report

Liz Morris and Frank Dumbleton had attended the VHMC on 16th September and reported that running costs have been estimated at £25k/year. Warm Welcome is now being charged £10/session. The village hall refurbishment is proceeding, the contractor for the ceiling work has been changed to SLP as the original contractor, CIS, was not replying to any communications, the painting is planned during half-term week and new curtains are being made.

Maura Launchbury had circulated 5 documents for approval by the Parish Council. The Chair noted that as the VHMC is a subcommittee of the Parish Council formal approval is required. It was agreed these documents provided a good basis for the operation of the VHMC.

Liz Morris reported that H&S inspections are now taking place.

It is uncertain whether liability insurance for VHMC members whilst working in the buildings is still current, Liz Morris will check.

Action: Clerk to inform Maura Launchbury that the 5 initial documents have been approved but to expect some minor modifications in a further revision to follow shortly.

Action: John Berry to forward his comments on the 5 documents to the Parish Council to be considered in next revision of documents.

11. Play Equipment Inspection

Chris Clements confirmed he had used the documents sent to him by the Clerk to derive a new template for the play equipment assessment of Chilton Fields and an inspection had been completed.

It was agreed the Clamber pile should be removed and the area returned to grass as discussed above under Finance, item 8(v).

Action: Clerk to contact Sawscapes to schedule work and to provide a short update in the Chronicle explaining this equipment had reached the end of its life and was being removed (at the appropriate time).

12. Correspondence

- Valerie Andrews - Update re Warren Piece - she has been told that an Enforcement enquiry is now recorded (as discussed under Planning).
- Ant Edgley, David Wilson Homes, acknowledging the request to replace broken lights in Chilton Fields and requesting colleagues to sort.
- Clerk sent collated response to Dawn Crawford regarding the Art proposal - War Memorial.
- David White - provided an update re. the VE 24/10 (as discussed under Planning).
- Michael Linsley's request to use recreation area for football academy - circulated by e:mail with some previous discussion. It was agreed that this could not be supported since the recreation field is not bookable but available for use at all times by the village.
Action: Clerk to notify Michael Linsley of outcome.
- VWHDC Notification of changes in election venues - Chilton unaffected.
- Democratic Services, VWHDC - acknowledged change in Clerk.

- Natalie Weston of the Highways Engagement Team cancelled her visit to Chilton on 24/09/24. **Action:** Clerk to rearrange visit.

At the end of the meeting the Chair and other Members of the Parish Council thanked Liz Morris for her long and excellent service as Clerk and Jacquie Berry thanked her for the detailed handover support provided.

The meeting closed at 9.40pm.