

**Minutes of the Chilton Parish Council Meeting held in the Village Hall on Wednesday 30<sup>th</sup> October 2024 at 8.00 pm**

Present	Mr C Broad Dr J A Berry Mr C Clements Mr F Dumbleton Mr J King	Chair
	Cllr D Dewhurst Dr J E Berry	VWH District Councillor Parish Clerk

1. **Apologies for Absence** were received from Dr M Hansard, Mr M Urso-Cale, Cllr H Gascoigne and Ms S Povolotsky.
2. **Declarations of Interest** None
3. **Minutes of the last meeting** (25th September) were agreed and signed as a true record.
4. **Actions from previous meetings**

Person	Action	Update
Clerk	To write to tenant regarding their paddock contract	Legal advice is that the tenant's contract has not been renewed annually so no longer valid. Further advice been sought.
H Gascoigne	To check status of Enforcement Orders re Warren Piece, land behind George pub; and Gore Hill Farm	Completed. GH reported that Gore Hill Farm has been closed, the other 2 are still under investigation.
Clerk	To schedule work for removal of climbing stack by Sawscapes	Ongoing
Clerk	To send letter to site re flooding in Chilton Fields	Ongoing
M Hansard	To draft letter to be sent to Planning Dept re Moderna	Completed - draft circulated for discussion
Clerk	To commission reinstatement valuation for insurance	Completed - to be discussed in Finance
Clerk	Notify Phil Robbins and arrange payment for gazebo	Ongoing
Clerk	External Audit Report to be uploaded on PC website	Completed
Clerk	To inform M Launchbury that VHMC documents have been approved	Completed
J A Berry	To circulate his comments on the document to all Parish Councillors	Completed
Clerk	To reschedule meeting with Highways Engagement Team	Ongoing

Ongoing actions are included in the Summary of Actions in Section 16.

5. **Co-option of Councillor**  
The Chair noted that he had received interest from Andy Candelent, who had served previously as a Councillor, to rejoin the Parish Council. There was agreement that Andy would be an asset to the Council and should be co-opted.  
**Action:** Clerk to contact Andy and progress required documentation.

6. **Open Forum**  
Michael Linsley attended the meeting to provide more information about his proposed football academy and his request to use the recreation ground for fortnightly home games.  
During discussion it was noted that the recreation field can be used by all members of the village. He asked if he could hire the Committee Room each time they played to enable supervised use of the toilets in the case of emergency. It was agreed this could be done but reiterated that unsupervised use of toilets/muddy boots

would not be allowed. It was suggested that the new Moderna playing field may provide a better location for his football games.

**Action:** Debra Dewhurst to provide contacts for potential use of Moderna playing field.

## 7. **District Council Report**

Cllr Gascoigne had sent a report which had been circulated to all members. Cllr Dewhurst attended the meeting. She provided the following updates:

- Joint Local Plan consultation open until 12/11/24. Cllr Dewhurst to check when feedback expected.
- Taylor Wimpey - 2nd phase Valley Park and the development of associated facilities
- New GPs surgery, GWP - site has been cleared but still awaiting submission of planning application.
- Noted that Sally Povolotsky is no longer on social media and Cllr Dewhurst understands that she does not intend standing again at next election.
- Discussion regarding the sale of the Rose and Crown pub. Noted that in Vale Plan it is noted as 'only pub in Chilton'.

**Action:** Cllr Dewhurst was requested to provide a summary report for inclusion in the November Chronicle.

## 8. **County Council Report**

None

## 9. **Planning**

### (i) Applications to be considered by the Parish Council

None

### (ii) Applications Determined by the Vale

**Granted: P23/V2382/FUL:** The erection of cabins and associated equipment to house the Green Ammonia Research Centre.

Site Location: Land east of Building R106 and north of Road Eight. Road Eight Rutherford Appleton Laboratory Chilton OX11 0RA

**Granted: P24/V1033/FUL:** Erection of a building to accommodate a data centre with external plant, associated acoustic barrier and boundary fencing (as amplified by the amended documents submitted in June 2024). Site Location: Harwell Science and Innovation Campus, Diamond House Road Thirteen, Didcot OX11 0DE.

### (iii) Other Planning Issues

**Enforcement case VE24/289** for Warren Piece, is under investigation.

**Gore Hill Farm**, Newbury Road, Chilton, enforcement case VE23/177 is closed. There was insufficient information to take the case forward.

**Land behind George Pub, Upton**, confirmed enforcement case is under investigation.

## 10. **Finance**

### (i) Financial Update

#### (a) Expenditure £ - Cheques

43. Arthur J Gallagher Insurance Broker - annual renewal	7,997.10
44. Nurture Landscapes - Herbicide spray (previous cheque 39 cancelled as lost in post)	966.96
45. Nurture Landscapes - August POS (previous cheque 40 cancelled as lost in post)	2,216.30
46. Mrs Morris - September salary and expenses	410.42
47. Nurture Landscapes - September POS	2,216.30
48. Nurture Landscapes - Reducing sycamore crown	2,880.00
49. Moore - External Auditor	504.00
50. Sawscapes Play Ltd - Operational Inspections	420.00
51. Bibby Financial Services (Tactical Facilities) - August bins	77.33

52. The Landscape Group Oxford	409.56
53. Dr J Berry - Chronicle	198.72
54. Dr J Berry - September salary	626.16
55. OALC Finance Training Courses £72.00 + £66:00	138.00
56. Tactical Facilities Management - September Bins	96.66
<b>Total</b>	<b><u>19,157.51</u></b>

(b) Income £

SA Clothing Bank	21.84
Miss Heather Lee Paddock Rent	73.67
VHMC Invoices (Refund for invoices paid on their behalf)	1,460.69
Interest	189.56
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	<b>1,745.76</b>

(c) Balances £

Treasurers Account	-752.04
Instant Access	10,000.00
Business Account	206,359.87

The Clerk confirmed the overdraft on the Treasurer's Account was a temporary situation. She had transferred £10,000 funds from the Business Account to the Instant Access account to cover the expenditure during the month. This will then feed the Treasurers Account and return it to normal £500.

- (ii) **Internet Banking** - Some progress has been made towards the use of internet banking but the administrative process is not yet completed. It is envisaged this will be completed during November.
- (iii) **Section 106 Application** - Draft Agreement for the remaining commuted sum (£52,811.01) to be used for maintenance of activity areas was received, however it only stated use for Chilton Fields area. The application has now been amended to include the Village Hall area and has been resubmitted. The deadline is very tight but it is hoped this resubmitted application will be approved. Fallback position is to accept the previously approved agreement for Chilton Fields only.
- (iv) **Insurance** - Reinstatement valuations for the Village Hall and Community Room have been commissioned and received.

Community Room

Current sum insured - £223,374 – recommended sum insured - £329,700

Village Hall

Current sum insured - £912,910 – recommended sum insured - £1,067,600

Gallagher, our insurance broker has advised the pro-rata additional premium to increase the building sums insured until renewal is £321.00 including IPT. It was agreed that increased sums insured should be included in our insurance and the additional premium paid.

**Action:** Clerk to contact Gallagher and pay additional premium.

**11. VHMC Report**

Chris Broad gave an update from the VHMC. The refurbishment of the main hall is on schedule. Unfortunately, the existing heaters were not considered satisfactory on safety grounds. An interim heating system using stand-alone heaters will be installed until a permanent solution can be considered and approved. Chris confirmed the new Treasurer is in place and has identified an outstanding electricity bill of £10-15k. He reported that it is likely there will need to be future increases in hire charges.

**12. Play Equipment Inspection**

The Clerk reported that a small number of issues were noted in the recent assessment reports concerning the need to replace plastic matting that has sunk into the ground and the location of boulders. It was agreed the matting should be replaced. The boulders issue was discussed as these have been in place since the play area was established. Councillors asked whether there has been a change in the guidance and their risk assessment and whether the issue has been flagged previously in RoSPA inspections.

**Action:** Clerk to check whether the boulders have been highlighted in previous RoSPA inspections and whether there have been any changes in the risk assessments/guidance.

### 13. Maintenance of Open Spaces

Nurture had provided estimates for the removal of a box hedge in Chilton Fields. Two options were considered:

- |   |           |
|---|-----------|
| 1. Replacing the box hedge with <i>Ionicera nitida</i>      | £1,500.00 |
| 2. Removing box hedge and replacing with topsoil and grass. | £727.50   |

Option 2 was approved.

**Action:** Clerk to notify Nurture and schedule work.

It was noted a meeting is being arranged between the Clerk and Nurture to discuss the contract.

### 14. Feedback from Training Sessions

- (i) Virtual Planning Training session on 3<sup>rd</sup> October - Jacquie Berry attended and reported it had provided a good overview and useful introduction to VWH planning team.
- (ii) District Digital Infrastructure Webinar 17<sup>th</sup> October - Clerk noted that the presentation material is now available for download.
- (iii) OALC Financial training events including financial regulations, internal controls, precept and budgeting, 17<sup>th</sup> October - Jacquie Berry attended and reported this was a very good and helpful training. A couple of changes may be proposed in the new financial year.

### 15. Correspondence

- Michael Linsley - correspondence with Clerk regarding proposed football academy
- Eric Ainley - his solicitor was querying whether Chilton Field's roads were still unadopted. David Wilson Homes have advised Mr Ainsley's solicitor that they will be adopted.
- OALC - Local Government Service Pay Agreement
- NALC Launch of their new website
- NALC Special Edition of Chief Executive's Newsletter - Consultation paper regarding virtual attendance at Parish Council meetings - Consultation closes 19th November.

### 16. Summary of Ongoing / New Actions

Person	Action
Clerk	To write to the tenant regarding their paddock contract which has expired.
Clerk	Removal of log stack - Clerk to instruct Sawscapes to proceed.
Clerk	To send letter to site re flooding in Chilton Fields
M Hansard	To incorporate feedback and draft letter to be sent from Parish Council to Vale Planning Dept re Moderna
Clerk	Notify Phil Robbins and arrange payment for gazebo
Clerk	To reschedule meeting with Highways Engagement Team
Clerk	Co-option new councillor - inform Andy Candelent of successful outcome. Inform Vale White Horse DC.
Clerk	Internet Banking - progress required authorities to allow use
Clerk	Discuss options for higher level of interest for Parish Council's Investment Account with Matt Hansard.
Clerk	Follow-up new application for remaining S106 funds for maintenance of play equipment
Clerk	To accept estimate and arrange for Nurture to remove box hedge and replace topsoil and grass in Spa Street.
Clerk	To check whether issue re boulders in Toddlers Play Area have been highlighted in previous RoSPA inspections and whether there have been any changes in the risk assessments/guidance
Cllr Debra Dewhurst	To provide Michael Linsley with contact details for potential use of Moderna playing field.

The meeting closed at 9.40pm.