

**Minutes of the Chilton Annual Parish Council Meeting held in the Community Room on Wednesday 8th May 2024
at 8.00 pm.**

Present	Mr C Broad	Chairman
	Dr J A Berry	
	Mr C Clements	
	Mr F Dumbleton	
	Dr M Hansard	
	Mr J King	
	Dr D Dewhurst	District Councillor
	Mrs M E Morris	Parish Clerk
	10 members of the public	

- Apologies for Absence** Mr R Girling, and Mr M Urso-Cale.
- Declarations of Interest** None
- Election of Chairman**
Mr Broad was proposed by Dr Hansard, seconded by Dr Berry and accepted by all, the Acceptance of Office was signed.
- Election of Vice Chairman**
Dr Hansard was proposed by Mr Broad, seconded by Mr King and accepted by all.
- Officers Responsibilities**
Footpaths - Mr Broad
Transport - Mr Dumbleton, Dr Berry
VHMC - Mr Dumbleton, Mr King
Site Representatives - Dr Hansard, Mr Girling
OALC - rotate between Councillors.
National Landscapes (old AONB) - Mr Dumbleton
Planning - Whole Council
Finance - Dr Hansard
Facebook – Mr Girling (Chilton Field Community), Mr Dumbleton (Chilton Village Community)
- Minutes of the last Meeting and the Annual Parish Meeting** Both sets of minutes were signed as a true record.
- Area Beat Officers Report** None
- Open Forum**
 - It was noted that the website is not easy to navigate. It is due to be updated.
 - Ms Sykes thanked the Parish Council for all they do, she was saddened about the recent Facebook comments. Mr Maughan echoed these comments. He asked how the Chilton Field Public Open Space(POS) will be funded when the commuted sum of money is used up. The Council are exploring options. Mr & Mrs Launchbury also echoed the earlier comments. Mr Launchbury asked about the POS; Mr Broad explained that the under the terms of transfer it cannot be built upon and cannot be sold off to individual householders. This applies to all the small open spaces. Mr Launchbury said he was more interested in not too much grass cutting. There are several areas where the grass is only cut a couple of times a year. Mr Maughan asked if OCC could not cut the verges. It was explained that Chilton Field roads have not yet been adopted by the County Council and belong to the developer. It was noted that Pegasus Close is a private road.

- (iii) Mr Broad said that the Village Hall and Community Room are owned by the Parish Council but are run by the Village Hall Management Committee on behalf of the Parish Council. Prior to the meeting Mr Groves had submitted some questions regarding the Village Hall booking on 27th April for the Sri Lankan New Year. The booking was accepted by the VHMC. The Parish Clerk met with the hirer prior to the booking and several points discussed. Parking was discussed and they were told the numbers were too high, they said they would clear up on the Saturday and return if need on the Sunday. It was not known if a deposit was taken. It was not clear whether they had booked for one or two days as a booking form was not seen. The Hall and field were left in a very bad state and although the hirer did return and clear up, a considerable amount of extra cleaning was needed. Thank you to all those who came and helped. The excess rubbish left behind had to be disposed of by the Parish Council. Mr Groves asked if there were any restrictions on the use of the playing field when it was sold to the Parish Council. No there are not. It was agreed that because of all the problems the hirers will not be allowed to book again. The VHMC will take forward the lessons from this booking and a revised booking policy is to be drawn up which will include the use of the field and the Public Open Space on Chilton Field. All large bookings will need extra cleaning afterwards. Mr Groves will have a look at the revised booking policy once it is drawn up. In conclusion the VHMC will learn from these events. The VHMC has been operating under difficulties recently but there are several new members joining. Mr King thanked Mrs Goodenough and Dr Dewhurst for keeping the VHMC going under these circumstances. Mr Hale said that he would like to thank the volunteers who cleared up the following day. He also would like to thank the volunteers of the Parish Council for giving their time as Councillors.
- (iii) Mr Hale said that he would like Moderna to stop work when the D -Day events take place at the Harwell Stone on 5th and 8th June. The events are being organised by the Royal British Legion and Moderna will try and clean road and the contractor's car park. It was noted that the Campus do not have direct authority over Moderna. The Campus are investing in new landscaping around the Harwell Stone in consultation with RBL.

9. County Council Report

None

10. District Council Report

The monthly report had been circulated and put on the website. Dr Dewhurst noted that there was no further news since the Annual Parish Meeting.

11. Planning

(i) Applications to be considered by the Parish Council

Application for Removal of existing C20th conservatory on south-west elevation. Removal of two-storey flat-roofed built form and adjoining single-storey built form with parapet wall, on north-east elevation. Proposed two-storey and single-storey extensions. Proposed new entrance porch. Replacement of all uPVC windows with timber windows. West House Church Hill P24/V0260/LB

Comments No objections.

Application for Removal of existing C20th conservatory on south-west elevation. Removal of two-storey flat-roofed built form and adjoining single-storey built form with parapet wall, on north-east elevation. Proposed two-storey and single-storey extensions. Proposed new entrance porch. Replacement of all uPVC windows with timber windows. Demolition of existing outbuildings, and proposed new garage and storage building, with solar PV panels on roof. West House Church Hill P24/V0264/HH

Comments No objections.

(ii) Applications determined by the Vale

Permission for proposed ground floor side extension, garage loft extension & conversion Hawkridge South Row P24/V0257/HH

Permission for Variation of condition 2 (Approved Plans) on planning application P23/V0252/FUL Erection of a single storey amenity building together with a 3 bay equine building providing a treatment centre and secure storage. Skippets Stables Dene Hollow P24/V0285/S73

Permission for replacement of existing conservatory with single storey extension. 100 Chilton Field Way P24/V0440/HH

Permission for replacement of the range of timber stables with the erection, in brick, of 9 loose boxes, wc and tack room, with a central arch. Re-erection of the timber stables as a straight line of 10 loose boxes.
Skippets Stables Dene Hollow P24/V0305/FUL

12. Matters Arising from the last meeting

(i) New Play Equipment

The play equipment has been open for use for about 4 weeks and is very popular. Sawscapes have sent an inspection list and have replaced the spring in the toddler area gate. The form for the commuted sum for play equipment maintenance has been received.

(ii) Gigaclear

Gigaclear have been difficult to get a date for a meeting.

(iii) Parish Clerk Replacement

The Clerk has received 2 expressions of interest from residents in the Village. The formal job application to be drawn up and circulated.

Matters Arising from the Annual Parish Meeting

None.

13. Finance

(i) Expenditure

Cheques

76. Mrs Morris - March salary	410.42
77. Mrs Morris – Ms Adams Community room cleaning February	120.00
78. Taylor Rose MW Solicitors – VAT payment on Olivia Lloyd settlement	55.00
79. Mrs Morris - Chron 510	198.72
80. OPFA - Membership	47.00
81. GA Electrical – work for new play equipment Sutu wall	965.15
82. Tactical Facilities Management Ltd - March litter bins	77.33
83. Nurture - March POS	2216.30
84. Gallagher - new play equipment insurance premium	285.95
85. Jupiter Play Equipment - balance of play equipment costs and installation	134835.65
86. Thames Water - Lower Road allotments	55.59
87. Sawscapes Ltd - play equipment inspection	420.00
88. Sawscapes ltd - New spring for gate	250.80
89. Mr J Smith – new fridges for Community room and Village Hall	298.00
90. Mrs Morris - April salary	410.42
91. Nurture – April POS	2216.30
92. Young's Tree Services ltd – Willow tree by slide	144.00
93. Tactical Facilities Maintenance - April litter bin emptying	96.66
94. Ms K Adams – March and April Community Room cleaning	240.00
95. Mrs Morris - Chron 511	264.96
96. The Landscape Group Oxford – April grass cutting	354.12
<u>Total</u>	<u>143962.37</u>

Petty cash

None

(ii) Income

1 st half of Precept	12227.50
2 Allotments	32.25
Wayleave	42.82
SA Clothing Bank - March	<u>109.44</u>
	<u>12412.01</u>

Balances

Treasurers Account	500.00
Instant Access	26181.31
Business Account	181792.95
Petty Cash	70.00

- (iii) The overgrown willow by the slide has been cut back.
- (iv) The broken bollards on Roman Fields have been replaced.
- (v) OALC membership due - £277.38 It was agreed to pay.
- (vi) A request for a donation from Home Start Southern – they support one family in Chilton, last year we donated £45.00. It was agreed to donate £45.00
- (vii) Heather Lea has signed the tenancy agreement for the Charity paddock and the unsuccessful candidates notified.
- (viii) The Annual Return for the external audit has been received.
- (ix) Community First Oxfordshire sent a request to become a member, but as the VHMC are already members it was decided not to join.
- (x) One of the allotments is badly overgrown and needs clearing before it can be rented. It was agreed to ask Niki Kendall to have a look at it.
- (xi) A request has been received re the trees at 8 The Potteries as they overhang the garden. The Clerk will ask Nurture to have a look.

14. VHMC Report

It was noted that now there are several new volunteers for the VHMC it will be easier to run the halls. Regal Cleaners, who clean the Village Hall, are retiring after 26 years. Mr Smith will investigate finding another cleaner.

15. Play Equipment Inspection

Mr Broad will do the Playing Field and Mr King has offered to do Chilton Field, the Clerk to contact Mr Girling re the pro forma for Chilton Field.

16. Correspondence

- (i) OALC have circulated the new model Financial Regulations, the Clerk to read them before they are adopted by the Parish Council.
- (ii) There is to be an Open Day on Campus on 29th June, invites have been sent to all houses in Chilton.
- (iii) Mr Groves had written to OCC worried about the congestion at the Latton Close bus stop caused by the school buses in the morning. OCC investigated and reported that they did not want to move the bus stop but if the Parish Council wanted it moved to outside North Lodge on corner of Manor Close, they would need to talk to the householders. It was agreed to leave the bus stop at the top of Latton Close. The Clerk will notify OCC.

The Chairman closed the meeting at 10.05pm