

Present	Mr C Broad Dr J A Berry Mr A Candelent Mr C Clements	Chair
	Cllr R Fletcher Cllr D Dewhurst Dr J E Berry	OCC VWH Parish Clerk

1. **Apologies for Absence** were received from Mr F Dumbleton, Mark Urso-Cale and Matt Hansard, and District Councillor Ms H Gascoigne and OCC Councillor Jane Hanna.
2. **Declarations of Interest**  
None.
3. **Parish Councillor Vacancy**  
Chris Broad noted that Joshua King had tendered his resignation due to other commitments. The Council wished to thank him for his contribution.  
**Action:** Clerk to accept his resignation and initiate the process to co-opt a new Councillor.
4. **Minutes of the last meetings**  
The minutes of the last Parish Council Meeting (9th June 2025) and the Planning Meetings (18th June and 8th July 2025) were agreed and signed as true records.
5. **Open Forum**  
No members of the public attended.
6. **County Council Report**  
A Monthly County Update had been prepared by Bekah and was circulated prior to meeting. Bekah also provided an update on her work within the Council on Education and Young People Committee and mentioned the problems with SEND resources in Oxfordshire. She noted that the recently approved Congestion Charge in Oxford city centre is only a temporary measure whilst Botley Road is closed. She also promised to send on details she had received regarding bus shelters.  
**Action:** RF to send Clerk details about bus shelters contact and brochure.
7. **District Council Report**  
A Monthly Parish Update had been provided by Hayleigh and Debra (DD) and was circulated prior to the meeting. Debra provided an update regarding the Valley Park development. The Primary School is scheduled to open Sept 2027. She explained the release of Health Provision S106 funding will be made in stage payments related to the number of new houses occupied. The ICB needs to decide what is required. Chris Broad asked whether the change to a Unitary Council will affect the ICB boundaries, but DD did not think so. More important is that the ICB funding has been reduced by 50% and the possibility is being discussed to merge 2 ICBs to save money.  
DD was unable to provide any update regarding progress with GWP health centre.  
DD reported that she had received a complaint about noise and parking at the Crown.  
**Action:** Chris Broad to follow-up.
8. **Actions from Previous Meetings**

Person	Action	Update
DD/HG	Check whether the S106 'Art' funding from Pegasus Close has been used or if it could be combined with CF 'Art' funding.	Completed. Clerk has confirmed with Vale £5,643.96 is available from Manor Close S106 funds. The CF art funds were spent to build the CF amphitheatre.

Clerk	Follow up regarding a stakeholder meeting with Moderna once planning applications completed.	On hold, awaiting until decision on security fence.
Clerk	Complete administration processes for Internet Banking	Ongoing, low priority.
Clerk	Consider options for higher level of interest for Parish Council's Business Account with Matt Hansard.	On hold.
Clerk	Progress new mandates BlackRock and CCLA to allow change details	Ongoing, low priority.
Clerk	Identify installation kit required and arrange for installation of new litter/dog bin and its subsequent maintenance.	Ongoing.
Clerk	CF ornamental streetlamp - follow up with DWH re services survey	Completed. Services survey report showed no live cables and suggested local power source used.
Clerk/FD	Follow-up on bus shelter issues (Main Street & adjacent to memorial)	Ongoing. Owned by Parish Council and FD has suggested CIL funds might be used.
Clerk	Submit Parish council responses to planning applications.	Completed.
Clerk	To post Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return on Parish Council website and submit Annual Return to External Auditors.	Completed. Have received and responded to some queries regarding differences compared 2023/24, largely due to S106 funds used for play equipment and maintenance.
Clerk	To ask AYR to sort remaining matting issue following removal of Clamber Stack	Completed.
Clerk	To finalise agreements for Lower Road and Charity Paddocks.	Completed. Ms S Smith did not proceed with Charity Paddock but have signed agreement with Mr & Mrs Cole who had also expressed interest.
Clerk	To accept quote from Nurture and schedule work.	Completed. Quote accepted work is scheduled for 22nd July.
Rebekah Fletcher	To chase OCC Highways about the trees in Main Street and reinstatement of white lines on Church Hill.	Both jobs have been completed by OCC, although OCC only cut back trees by Old Post Office. Clerk has requested estimates for cutting back trees opposite The Crown/Lower Road from John Richardson, Landscape Group and Treemendous.
Clerk	To respond to 30mph consultation on Lower Road	Completed. Scheme has been approved.

## 8. **Planning**

### (i) Applications considered by the Council

**P24/V2170/FUL.** Change of use of land from equestrian to a mixed use comprising equestrian and a Gypsy/Traveller site to include 4 pitches comprising 1 mobile home per pitch, with the relocation of an existing container. Land at Wattle Cottage Farm Prospect Road Upton Didcot OX11 9HT.

Chilton Parish Council strongly opposes the planning application for 4 pitches for mobile homes. The existing 4 chalets on the site were built without any planning permission and following an Enforcement case it was agreed that a retrospective planning application would be submitted. To date the Council has not seen this retrospective application and the current application makes no reference at all to the chalets that have already been built on the site. The Council believe this should be sorted before any further application can be considered.

**P25/V1364/HH.** Upgrade of existing windows, doors & roof, with rear extension to existing house. Removal of existing garage and erection of workshop/garage. Solar panels to be installed to all roofs, Crafts End, Chilton.

The Council had no objections.

**Action:** Clerk to submit Parish Council responses.

(ii) Applications determined by the Vale

**P25/V0651/FUL** - Application, for reinstatement of land (levels and habitat), at the following location: Land south of Rutherford Appleton Laboratory Harwell Campus Chilton. APPROVED

**P25/V0687/LDP**, Addition of a stainless steel hydrogen vent line on the south-facing elevation of the building at the Global Innovation Centre Fermi Avenue Harwell Oxford Didcot. APPROVED

**P25/V0795/S73**, for development work at the following location: Ardarragh House South Row Chilton Didcot. GRANTED

(iii) Other planning issues

**P24/V2752/FUL** - Retention of car park and hoarding for a temporary period of 6 months. Land north of Avon Road, Harwell Campus. Application withdrawn, prior to decision.

**P14/V1206/FUL** Temporary planning for mobile home in relation to proposed building works ref. application no. P14/V0391/HH. Hillview, South Row, Chilton.

In July 2014 planning permission was granted for the mobile home to be permitted for 2 years with no further temporary consents to be granted. It is understood a subsequent Enforcement Order was put in place but this was closed in November 2016. At that stage building work was not very advanced. The residents have now moved into the extended/refurbished property but the mobile home remains in the garden unused and appears to be in a poor state of repair. The fencing is also in poor state of repair and a utilities trench along the boundary of the property remains unfilled making the grass verge of the adjacent lane unstable.

It was agreed a further Enforcement Notice should be requested.

**Action:** DD to follow up with the Vale.

Finally, the Parish Council has been asked by the Vale's Street Naming and Numbering Officer if they would like to suggest a new street name for the development of 5 dwellings off Upper Farm Road. It was agreed that this would be an excellent opportunity to work with the school.

**Action:** Clerk to follow-up with Vale.

10. Finance

(i) External Auditors 2024/25

The AGAR Part 3 was submitted to the External Auditors who have subsequently come back with several queries relating to S106 funding for the new play equipment. A response has been sent.

(ii) Financial Update

(a) Expenditure £ - Cheques

Cheque	Supplier	Amount £
2622	Castle Water (May)	29.97
2623	Landscape Group Oxford (Grass cutting, June)	380.28
2624	Nurture Landscapes Ltd (CF POS), June)	2,323.78
2625	J E Berry (Chronicle, paddock refund)	174.36
2626	Bibby commercial finance Ltd (Bins, June)	83.77
2627	J E Berry (Salary, June)	655.25
2628	Castle Water (June)	25.31
	Bank charges - Community Account	7.25
<b>Total</b>		<b>3,679.97</b>

(b) Income £

SA Clothing Bank	0.00
Interest (June and July)	335.60
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	<b>335.60</b>

(c) Balances £

Treasurers Account	4,000.00
Instant Access	35,761.54

(iii) Paddocks

The agreed rents for the Lower Road and Charity Paddocks are £500/quarter and £100/month, respectively. A 3 month 'rent-free' period has been agreed for the Lower Road paddock as a contribution to the work required on the fences and its general poor condition. The Charity Paddock rent is being paid into the Charity Account. The new tenants have agreed to sort out the roof on the shelter.

11. VHMC Report

Chris Broad noted the boiler in the Community Room needs fixing and the VHMC had been advised it would cost £1.5k to fix against £2.5k for a new boiler. However, DD confirmed the VHMC would not be eligible for Vale's grants for renewable energy if new boiler fitted. She mentioned report prepared previously regarding renewable options.

The £9k outstanding electricity bill is being slowly reduced but £2.5k water bill outstanding - this appears to relate to a spike in water usage during the installation of the new play equipment. It may be followed up with Parish Council.

The VHMC have identified 3 options for new door locks and a recommendations report is being prepared.

**Action:** DD to send CB copy of original report considering renewables options.

12. Play Equipment

(i) Parish Councillor inspections - none were reported.

(ii) Annual RoSPA inspection had taken place and reports been reviewed by the clerk. The only issues were with Village Hall Teen Area with outstanding issue of the pendulum swing seats needing replacing and a panel at the base of the tube slide needs replacing.

**Action:** Clerk to follow up with Stuart Wood.

13. Maintenance of Open Spaces

(i) Allotments - the water taps on the Lower Road allotments have become very stiff. A plumber reviewed the issue and said due to the water pressure being too high. He tried to turn it down but the water stopcock but have found this is faulty and needs replacing by Thames Water. Clerk has reported it. In addition, concerns have been expressed about the poor state of upkeep of the allotments.

(ii) Ornamental streetlamps, Chilton Field - the services survey report confirmed that there are no live cables present and suggest the lamps were supplied by a local source during the marketing period. Their work included:

- Removing the plate and metal socket (installed by Harwell site)
- Sanding the cable
- Topsoiling the area.
- Removing second column

It was agreed the Council had sought required professional opinion and the matter is now closed.

(iii) Tree works - Landscape Group estimate to lift the canopy and clear all branches etc away and leave neat and tidy £85.00 + vat. This cost includes all dump cost / fuel / labour. It was felt this was expensive but the decision was deferred to allow input from FD and possibly a professional tree expert.

(iv) DWHs request for transfer of additional land - Relates to a piece of land with the electricity substation on located on the north side of corner on Potteries Lane and small strip of land adjacent to Avon Road. It was agreed this would be accepted but the fence needs repair and the undergrowth cut back. It is understood this land which is not causing an issue with the adoption of Chilton Fields by OCC. That issue is to do with inadequate visibility at the entrance to the site and a meeting is scheduled for 5th August (HMLR, OCC, DWH).

**Action:** Clerk to follow-up with Mike Race (DWH).

14. Highways Maintenance

(i) Trees in Main Street - the trees by the Old Post Office have been sorted by OCC. The clerk has received an quote of £220 from Treemendous and £50/hour from John Richardson plus some help with clearing up. It was agreed that the Treemendous quote would be accepted as work could be done Wednesday 23rd July. It would also prevent any unhelpful issues from residents complaining to John Richardson as had happened previously.

**Action:** Clerk to follow up with Tremendous and John Richardson.

- (ii) Church Hill, reinstatement of white lines - see updates under 8. Actions from Previous Meetings.
- (iii) 30mph Consultation Lower Road - OCC reported objection(s)/concern(s) had been raised but at the OCC meeting held Thursday 17th July this scheme was approved.
- (iv) Part-night lighting consultation - although we did not formally respond to the consultation (now closed) we have been asked to respond to a poll asking whether we would be interested in the implementation of part-night lighting in our area. It was agreed the Clerk should vote in favour.
- (v) Water leaks - Townsend and Main Street - it was confirmed both had been reported to Thames Water.

**15. Parish Transport Representative Meeting (FD)**

- The X34 service continues to be partially supported by the government's BSIP (Bus Service Improvement Plan) funds.
- A concessionary fares underspend has been transferred to other budgets. Use of concessionary fares did not immediately recover to pre-covid levels, but it is continuing to grow and the budget underspend consequently diminishing. Concessionary fares are partly funded by the government and partly by the county council.
- New Oxfordshire bus maps are in production, including a London Underground-style diagram of routes to the Oxford hospitals. see this link:  
<https://www.mybusoxfordshire.org.uk/discover-oxfordshires-bus-routes-with-our-maps>
- The DRT study is still under review, as it has been for about ten years. DRT is Demand Responsive Transport. Buses do not run to a fixed timetable, but passengers book a journey and the buses pick them up and take them to the destination according to demand. Route 94 from Didcot to Upton, Blewbury and the Astons was identified for DRT. It used to serve Chilton, but now only does one journey a day to Harwell Campus in the morning and back in the afternoon which serves the Garden Centre stops, but not the old village centre.
- £575,000 has been set aside for a bus stop improvement programme. The money seems to be set aside for consultants to carry out research, and cannot be used to replace bus shelters e.g. Main Street, Chilton.
- The X32 which connects Didcot to the John Radcliffe Hospital is to be improved to run every 20 minutes. It is a 30 minute interval at present. It is also runs past the health centres and Didcot Hospital, which the X34 does not.

**16. Correspondence**

- Christian Mauz - OCC re 30mph consultation Lower Road
- Paul Spicer, Highways maintenance - Church Hill white lines
- Matt Hiron - OCC Trees Officer
- Heather Moseley, Natalie Wilson - seat at bus shelter.
- Margaret McGoe, Lisa Langford - poor state of upkeep on allotments.
- Ant Edgley (DWH), Tom Douglas - services survey related to ornamental lights CF.
- D-Day 2025 - letter of thanks
- Linda McWhirter re water leak in Townsend.
- OCC Part-Night lighting, survey and subsequent poll.
- Ian Page - Pedestrian safety Church Hill (White lines)
- Mike Race (DWH) - Additional area of land for transfer to Parish Council.
- Sally-Anne Worsley - Vale Street naming and numbering officer - development off Upper Farm Road.
- Parish Online offering free Gov.uk e:mail. Currently around 50% Councils use them and will be needed to be compliant in future.
- Communications VWH - IT upgrade, Community lottery, Fly tipping, council lettings service, summer holiday activities and June & July Vale News.
- OCC - Regular Monthly Update\*
- OALC - Monthly Update
- NALC Chief Executive Bulletin and Events Newsletter (weekly)
- SLCC - weekly news digests.
- Thames Valley Alerts - May/June updates\*
- Police & Crime Commissioner Matthew Barber, updates\*
- Rural Service Network - monthly bulletin.
- CPRE Update, April 2025

Items marked with \* are regularly uploaded onto our website for broader communication.

**17. Date for next Parish Council Meeting**

The next Parish Council meeting will be held on Monday 1st September in the Village Hall.

**18. Summary of Ongoing/New Actions**

Person	Action
Clerk	Follow up regarding a stakeholder meeting with Moderna once planning applications completed.
Clerk	Complete administration processes for Internet Banking
Clerk	Consider options for higher level of interest for Parish Council's Business Account with Matt Hansard.
Clerk	Progress new mandates BlackRock and CCLA to allow change details
Clerk	Identify installation kit required and arrange for installation of new litter/dog bin and its subsequent maintenance.
Clerk/FD	Follow-up on bus shelter issues (Main Street & adjacent to memorial)
Clerk	Submit Parish council responses to planning applications.
Clerk	Accept Joshua King's resignation, thank him for his contribution and initiate the process to co-opt a new Councillor
RF	To send Clerk details about bus shelters contact and brochure.
CB	To follow up on complaints about noise/parking at pub.
DD	Follow up with Vale raising possible Enforcement Notice regarding mobile home at Hillview
Clerk	Follow up naming of new development with Sally-Anne Worsley - Vale Naming Officer.
DD	Send CB copy of original report considering renewables options.
Clerk	Follow up Stuart Ward re play equipment repairs
Clerk	Follow up with Mike Race (DWH) regarding transfer of land.
Clerk	Part-night lighting consultation - vote in favour of adoption of framework

The Chairman closed the meeting at 9:35pm.