



HARWELL PARISH COUNCIL

Notice of a Council Meeting of Harwell Parish Council

Tuesday 14 July 2026 at 19:30, Harwell Village Hall

All Councillors are summoned to attend a meeting of Harwell Parish Council.

Members of the public and press are invited to attend all council meetings.

(Public Bodies (Admission to Meetings) Act 1960)

Prior to the start of the meeting there is a period for questions and comments from members of the public on any items on the agenda.

This session is limited to 15 minutes in total. Members of the public may make one address of no more than three minutes, and only on matters listed on the agenda. No decisions may be taken during this session, but the Chairman may refer matters raised for further consideration.

AGENDA

1. To RECEIVE apologies for absence. [LGA 1972 s85(1)]

2. Vacant Seat (LGA 1972 s89(6))

- 2.1. To NOTE the resignation of Cllr Simon Peacock on 2 July 2026.
- 2.2. To NOTE the Council has 3 vacant seat (2 available for co-option).
- 2.3. To HEAR representations from anyone wishing to be co-opted to the council and to be considered to fill the vacant seat.
- 2.4. To CO-OPT a candidate for the vacant seat.
- 2.5. To RECEIVE declarations of acceptance of office from any co-opted Councillor.
To be countersigned by the Clerk. The co-opted Councillor will be reminded that the Declaration of Member Interests form must be completed within 28 days and submitted to the monitoring officer.

3. To RECEIVE declarations of interest and dispensations [LA 2011 s31]

Members to declare any interests, including any Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct. (This does not preclude any later declarations).

- 3.1. To RECEIVE declarations of interest from councillors on items on the agenda
- 3.2. To RECEIVE written requests for dispensations for disclosable pecuniary interests, if any
(as per Standing Order 13.d) **Appendix A**
 - 3.2.1. To GRANT any requests for dispensation as appropriate.

4. To APPROVE the minutes of previous council meetings [LGA 1972 Sch 12. Para 41(1)]

- 4.1. Meeting held on 9 June 2026 **Appendix B**

5. Clerk Team Report – Projects & Community Updates **Appendix C**

- 5.1. Pump Track Update
 - 5.1.1. To NOTE the successful opening of the pump track and ongoing project activities; and



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- 5.1.2. To APPROVE a budget of up to £1,000, delegated to a Clerk Team officer to cover the water fountain/bottle filling station and first aid kit provision. This to be spent from remaining S106 funds for the Pump Track.
- 5.2. To APPROVE the use of the recreation ground (including the far field for parking) for the Harwellian's Rock at the Rec event on 12 September 2026 from 12 – 9pm.
- 5.3. New Truck: Isuzu Gafter
 - 5.3.1. To NOTE the acquisition of the Isuzu Gafter, as agreed at the 9 June 2026 meeting
 - 5.3.2. To APPROVE the disposal of the asset (Suzuki Carry) based on the offer of £1,639.39 plus VAT from We Buy Any Car, Didcot, and the deposit of funds into EMR Renewals.
- 5.4. To NOTE the consultation on the Western Valley's boundary.
- 5.5. To NOTE Clerk of the Year was awarded to Bryan Urbick by Oxfordshire Association of Local Clerks (OALC).
- 5.6. To NOTE the update on playground maintenance.
- 5.7. to GIVE PERMISSION RETROSPECTIVELY for the Mayor of Abingdon to wear the Chain of Office at the D-Day Commemoration event and to thank him for his involvement.
- 5.8. To NOTE the June reports, the July report from the District Councillor for Hendreds Ward, the Milton Park Community Liaison Group and any other reports circulated ahead of the meeting.

6. Planning [The Town and Country Planning (Development Management Procedure) (England) Order 2015]

To CONSIDER and APPROVE responses to Planning Applications

- 6.1. P26/V1963/FUL - Harleigh Reading Road Harwell Didcot OX11 0JL. Demolition of existing and erection of replacement dwelling, garage, minor alterations to access, and associated works. *Clerk team recommends:* **Appendix D**
- 6.2. P26/V2589/6ABE - Grove Farm Milton Hill Abingdon OX14 4DP. The proposal is for the erection of an agricultural barn for hay and farm machinery storage (located south west of two existing barns which are south east of two ponds). *Clerk team recommends: The Council would ask the planning authority to satisfy itself on three points before determination. First, given the barn's proximity to the balancing ponds and sluice shown on the location plan, whether surface water runoff from the new roof area (667.6 sqm) has been adequately considered. Second, whether construction access via the existing farm tracks is sufficient without impact on nearby roads. Third, the Council notes the Planning Statement refers throughout to the 2025 General Permitted Development Order while the application form itself cites the 2015 Order (as amended), and would ask that the correct legal basis be confirmed on file. These are observations for the authority's consideration rather than grounds for objection.*



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To NOTE responses submitted under delegated powers by the Clerk (after email consultation) to meet consultation deadline on Planning Applications.

- 6.3. P26/V1570/O - Land to the south of Harleigh Reading Road Rowstock. Outline planning application (access, scale, and layout in detail) for the demolition of existing buildings and the erection of four self-build dwellings, access and associated works'. **Appendix E**

To NOTE Planning Decisions and Other Planning Matters

- 6.4. P25/V0465/HH/ Appeal reference: 6001515 - Pollards, Townsend, Harwell, Didcot, OX11 ODX. Garage extension and car port roof extension (as amended by information received 9 September 2025). The Appeal has been ALLOWED and PLANNING PERMISSION GRANTED.

7. Deputy Clerk appointment

- 7.1. To APPROVE the appointment of Ellie Fielding as Deputy Clerk, to be employed under the standard NJC contract with the requirement to achieve CiLCA qualifications within two years, SCP 28 during 3 month probation rising to SCP29 after. **Appendix F**

8. Grant Request [LGA 1972, s137]

Appendix G

- 8.1. To NOTE the Council's Section 137 expenditure to date for 2026/27 and the maximum permitted under Section 137 of the Local Government Act 1972 for the year.
- 8.2. To CONSIDER a grant request from The Abingdon Bridge (TAB) for £1,000 towards support services for Harwell residents in 2026/27, to be funded under Section 137.

9. Finance 2026-27

Appendix H

- 9.1. To APPROVE finalised expenditure list as paid in June 2026 and payments in July 2026 (thus far).
- 9.2. To NOTE income for June 2026.
- 9.3. To NOTE the reconciled bank balances at 30 June 2026
- 9.4. To RECEIVE and NOTE the quarterly 'budget to actual' review including reserve balances for the period to 9 July 2026, in accordance with the Financial Risk Assessment and Management Register (Precept risk, adequacy of precept). **Appendix I**

10. To approve new or updated Governing Documents [Standing Orders 9 and 23(b)]

- 10.1. Policies updated to reflect the requirement (from 19 June 2026) to have a formal Data Protection complaints policy
- 10.1.1. Privacy Notice **Appendix J**
 - 10.1.2. Data Protection Policy **Appendix K**
 - 10.1.3. Feedback & Resolution Policy **Appendix L**



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10.2. Publication Scheme (updated)

Appendix M

11. Matters for future discussion *(no decisions taken)*

(NOTE: These items are carried over and included on agendas when space allows. Information is awaited from County Cllr for the three items below.)

- Local bus information
- Steventon Lights/Hagbourne Hill
- Usage figures after the adoption of the waste sites booking system

12. To CONFIRM the date and time of the next Council Meeting: 8 September 2026.

There is no scheduled meeting in August. In accordance with standing order 9b, proposals of motions should be submitted to the Clerk no later than 1 September 2026.

13. To consider and, if thought fit, approve the following motion: That the public and press be excluded under the Public Bodies (Admission to Meetings) Act 1960 and Local Government Act 1972 s100A(4), as the following items involve discussion of employment matters relating to identifiable individuals (Schedule 12A, Paragraphs 1 and 2). **CONFIDENTIAL PAPER**

13.1. To NOTE staffing matters.