

HARWELL PARISH COUNCIL

Minutes of a Meeting of Harwell Parish Council

Tuesday 09 June 2026 at 19:30, Harwell Village Hall

Public Forum

Cllr Fletcher gave an update on the county council's financial position. She explained that officers are trying to find £50 million in cost savings, driven by a combination of reduced funding and rising costs. She noted that savings will be necessary, and that Local Government Reorganisation (LGR) is itself proving costly. Cllr Fletcher also referred to a consultation on contributions to adult social care, which closes on 21 June. She confirmed that everyone affected has been written to directly and encouraged residents to respond to the consultation.

A councillor raised a query regarding cuts to funding for homelessness support, noting that veterans are disproportionately represented among the homeless population and cuts in this area would contradict the county's commitment to supporting veterans. There is currently no clarity on this.

It was noted that a pump has been removing sewerage from Alder View for most of the day. It was noted that Alder View has ongoing sewerage issues, and Cllr Fletcher agreed to find out more.

District Councillor James indicated that feedback was given regarding the mapping function for planning applications, which is currently non-functional and does not allow searching of planning history by map. This will be fed back to the relevant team.

Jim Stretton, from Harwell Campus, gave an update on the Icknield bridleway, which is expected to open in Q4 of this year. He explained that the project had been paused due to groundwater levels, but that work is ready to resume and is expected to be completed by the end of the year. An update was also given on the Vision 2050 exercise, noting that work is still ongoing to review the feedback received. The next phase is expected to launch in the next couple of months, at which point the plan will be brought to the Parish Council and the public. Demolition of derelict houses on South Drive is complete and the area will be landscaped. Regarding the recent fire on the Campus, work is underway to re-open the post office and shop as soon as possible. Other facilities have reopened but the damage to the shop was extensive and is expected to take longer to resolve. In the meantime, a new post office has opened at Signal Yard in Milton Park.

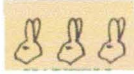
Meeting started: 19:55

Members Present:

Chair of the Meeting: Cllr V. Humphries
Members: Cllr P. Davidson-Locke
Cllr J. Hawthorne
Cllr L. Lacy
Cllr C. Convery
Cllr W. Fleming
Cllr R. Hughes

Officers Present: Clerk & RFO: Bryan Urbick
Deputy Clerk & RFO: Louise Edmonds

County/District Cllrs Present: Cllr R. Fletcher (County)
Cllr S. James (District)
Cllr H. Gascoigne (District)



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Minutes

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

Apologies were received from Cllr Dearlove, Cllr Peacock and Bryan Urbick, Clerk & RFO.

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

2.1. To NOTE the Council has 2 vacant seat (available for co-option).

NOTED

2.2. To HEAR representations from anyone wishing to be co-opted to the council and to be considered to fill the vacant seat.

NONE, so items 2.3 and 2.4 were not considered.

2.3. To CO-OPT a candidate for the vacant seat.

2.4. To RECEIVE declarations of acceptance of office from any co-opted Councillor.

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.

Cllr Hughes declared an interest in item 7.1 (Planning application).

3.2. To RECEIVE written requests for dispensations for disclosable pecuniary interests, if any (as per Standing Order 13.d)

NONE were received.

3.3. To GRANT any requests for dispensation as appropriate.

NONE

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

4.1. Meeting held on 12 May 2026

Appendix A

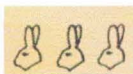
It UNANIMOUSLY RESOLVED with one abstention to APPROVE the minutes from the previous meeting.

5. To RECEIVE an update on Harwell Road Closures and Disruptions

To receive a verbal update (at the time of publishing the agenda we are still awaiting responses to queries) on the various road closures and disruptions.

It was UNANIMOUSLY RESOLVED to SUSPEND standing orders for the discussion regarding Harwell Road Closures and Disruptions to allow for a more robust discussion regarding road closures and disruptions. After discussion...

It was UNANIMOUSLY RESOLVED to REINSTATE standing orders.



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It was UNANIMOUSLY RESOLVED with one ABSTENTION to write to Network Management representatives to express that the Parish Council is disappointed that, despite significant input from the Parish Council and the County Councillor over many months, there remains no clarity regarding the plans and management of traffic movements in and around the village. The letter to also request clear signage at all entrance points to the village, and will invite the officer responsible to explain the rationale behind current arrangements.

6. Clerk Team Report – Projects & Community Updates

Appendix B

- 6.1. **To NOTE the planned opening date of the Harwell Community Pump Track+ on 21 June 2026 and the arrangements for the opening event.**

NOTED

- 6.2. **Regarding requests for regular use of the recreation ground:**

- 6.2.1. **To CONSIDER the request from ASFA Whites for use of a 9v9 and 5v5 pitch on Sunday mornings and APPROVE a hire fee of £20 per match.**
- 6.2.2. **To CONSIDER the request from Procision Junior Premier League team for use of a 9v9 pitch on Saturday mornings, and to agree suitable hire fees.**
- 6.2.3. **To CONSIDER the request from Sweaty Mama for Classes on Wednesday evenings for one hour, and to agree suitable hire fees.**

It was UNANIMOUSLY RESOLVED to APPROVE all three requests, and to delegate management of the arrangements to the Clerk Team, with the Clerk Team to ask Procision JPL and Sweaty Mama Exercise Classes to make an offer and to agree fees at no less than those approved for ASFA Whites.

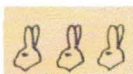
- 6.3. **Regarding replacement truck purchase:**

- 6.3.1. **To CONSIDER the recommendation to purchase a used Isuzu N35 dropside truck as a replacement vehicle for the maintenance team, and to delegate a budget of up to £25,000 excluding VAT to the Clerk Team to source a suitable vehicle based on the specifications provided in the report.**

The Council NOTED the significant effort in preparing the recommendation.

It was UNANIMOUSLY RESOLVED with one abstention to approve the purchase of a used Isuzu N35 dropside truck as a replacement vehicle for the maintenance team, and to delegate a budget of up to £25,000 excluding VAT to the Clerk Team to source a suitable vehicle based on the specifications provided in the report.

- 6.3.2. **To CONSIDER the recommendation to purchase a new flatbed trailer to transport wide deck Bobcat ride on mower to other sites, and to delegate a budget of up to £4000 excluding VAT, to be taken from the EMR Renewals reserve, the Clerk Team to source a suitable trailer based on the specifications provided in the report.**



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It was UNANIMOUSLY RESOLVED to approve the purchase of a new flatbed trailer to transport the wide deck Bobcat ride on mower to other sites, and to delegate a budget of up to £4,000 excluding VAT, to be taken from the EMR Renewals reserve, to the Clerk Team to source a suitable trailer based on the specifications provided in the report.

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

To CONSIDER and APPROVE responses to Planning Applications

- 7.1. **P26/V1403/HH** – Tigin Ban High Street Harwell Didcot OX11 0EU. Install new electrical vehicle charging point to wall on North East corner of property.

It was UNANIMOUSLY RESOLVED with one abstention (Cllr Hughes, who declared an interest) to approve the application.

- 7.2. **P26/V0845/FUL** - Harwell Recreation Ground Harwell OX11 0LG. Construction of a small multi-use games area (MUGA) with artificial grass surface, including acoustic fencing and associated works. *To NOTE this application is made by the Parish Council and a response would be inappropriate.*

It was UNANIMOUSLY RESOLVED to submit no response.

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

- 7.3. NONE.

To NOTE Planning Decisions and Other Planning Matters

- 7.4. **P25/V0465/HH/** Appeal reference: 6001515 - Pollards, Townsend, Harwell, Didcot, OX11 0DX. Garage extension and car port roof extension (as amended by information received 9 September 2025). The appeal will be determined on the basis of written representations. The Council's original objections have been sent by the District Council to the Planning Inspectorate.

NOTED

8. To APPROVE the Statement of Internal Controls FY 2026-2027

Appendix C

It was UNANIMOUSLY RESOLVED to APPROVE the statement of Internal Controls FY 2025-2027.



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9. Finance 2026-27

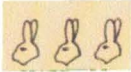
Appendix D

9.1. To APPROVE finalised expenditure list as paid in May 2026 and payments in June 2026 (thus far).

It was UNANIMOUSLY RESOLVED with ONE ABSTENTION to APPROVE finalised expenditure list as paid in May 2026 and payments in June 2026 (thus far).

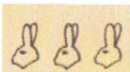
May 2026 – Finalised Expenditure List

Voucher No	Date	Net	VAT	Total	Description	Supplier	Power Used for Spend
56	01.05.2026	£17.87	£3.58	£21.45	Maintenance Sundries	A L Vickery and Son	Local Government Act 1972 s.111
22	05.05.2026	£532.44	£106.49	£638.93	Pumptrack (Earth)	Heidelberg Materials	Recreation - Open Spaces Act 1906, ss. 9and 10
23	05.05.2026	£1,043.42	£208.68	£1,252.10	Tools (Pump track)	Tuffboxes	Recreation - Open Spaces Act 1906, ss. 9and 10
46	05.05.2026	£20.83	£4.17	£25.00	Phone	Telecommunications Management Ltd (1pMobile)	Local Government Act 1972 s.111
48	05.05.2026	£1,175.04	£235.00	£1,410.04	Playground Maintenance	Willis and Ainsworth Ltd	Recreation - Open Spaces Act 1906, ss. 9and 10
43	06.05.2026	£524.34	£104.87	£629.21	Pumptrack (Earth)	Heidelberg Materials	Recreation - Open Spaces Act 1906, ss. 9and 10
59	06.05.2026	£0.00	£0.00	£0.00	Office broadband	Telecommunications Management Ltd (1pMobile)	Local Government Act 1972 s.111
24	07.05.2026	£437.91	£87.58	£525.49	Equipment Hire	Didcot Plant & Tool Hire	Recreation - Open Spaces Act 1906, ss. 9and 10
26	07.05.2026	£310.50	£62.10	£372.60	Waste Collection	The Construction Company	Local Government Act 1972 s.111
27	07.05.2026	£198.00	£0.00	£198.00	Vehicle Tax	DVLA	Local Government Act 1972 s.111



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57	12.05.2026	£12.50	£2.50	£15.00	SIM Costs - DeptyClerk Mobile	GiffGaff Ltd	Local Government Act 1972 s.111
60	12.05.2026	£6.67	£1.33	£8.00	SIM Costs - Clerk Mobile	GiffGaff Ltd	Local Government Act 1972 s.111
73	13.05.2026	£31.54	£0.00	£31.54	StaffBuilding - Water	Castle Water Limited	Community centres - Local Government Act 1972, s.133
72	14.05.2026	£140.53	£0.00	£140.53	Water (staff building & allotments)	Everflow Limited	Allotments - Smallholdings & Allotments Act 1908, s.23, Community centres - Local Government Act 1972, s.133
47	15.05.2026	£240.00	£0.00	£240.00	Grounds Maintenance	Contract Grounds	Recreation - Open Spaces Act 1906, ss. 9and 10
55	15.05.2026	£154.80	£30.96	£185.76	Pumptrack (Signs)	F H Brundle	Recreation - Open Spaces Act 1906, ss. 9and 10
70	17.05.2026	£100.41	£5.02	£105.43	StaffBuilding - Electricity	British Gas Trading Limited	Provision of Parish and Community Buildings - LGA 1972, s.133
76	18.05.2026	£38.32	£7.67	£45.99	Tools (Pump track)	Screwfix	Recreation - Open Spaces Act 1906, ss. 9and 10
61	20.05.2026	£168.03	£33.61	£201.64	Pump Track (Planting)	Samuel McCausland Ltd	Recreation - Open Spaces Act 1906, ss. 9and 10
68	20.05.2026	£30.24	£6.05	£36.29	MS365 Licence	Microsoft Ireland Operations Ltd	Local Government Act 1972 s.111
62	21.05.2026	£8.85	£0.00	£8.85	Adobe Pro	Adobe Systems Software Ireland Ltd.	Local Government Act 1972 s.111
63	22.05.2026	-£6.07	£0.00	-£6.07	Adobe Pro	Adobe Systems Software Ireland Ltd.	Local Government Act 1972 s.111
49	27.05.2026	£587.52	£117.50	£705.02	Playground Maintenance	Willis and Ainsworth Ltd	Recreation - Open Spaces Act 1906, ss. 9and 10



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71	28.05.2026	£179.49	£35.90	£215.39	Waste Collection	Everflow Limited	Recreation - Open Spaces Act 1906, ss. 9and 10
69	29.05.2026	£10.00	£2.00	£12.00	Office broadband	INet Telecoms Ltd (Voipfone)	Local Government Act 1972 s.111
67	31.05.2026	£7.00	£0.00	£7.00	Bank Fees	Unity Trust	Local Government Act 1972 s.111
75	31.05.2026	£194.79	£38.96	£233.75	Fuel	BE Fuel Cards Ltd	Local Government Act 1972 s.111
Asst'd	Asst'd	£10,312.49	£0.00	£10,312.49	Staff Costs	Asst'd	Administration of the council - Local Government Act 1972 s.112(2)
		£16,477.46	£1,093.97	£17,571.43			

June 2026 – Expenditure List (thus far)

Voucher No	Date	Net	VAT	Total	Description	Supplier	Power Used for Spend
50	02.06.2026	£2,816.00	£563.20	£3,379.20	Pumptrack (Labour, Plant Machinery, Soil)	A L Lacy & Sons Ltd.	Open Spaces - Open Spaces Act 1906, s.9-10
51	02.06.2026	£96.00	£19.20	£115.20	Pumptrack (Signs)	White Horse Print & Signs Ltd	Open Spaces - Open Spaces Act 1906, s.9-10
52	02.06.2026	£495.00	£0.00	£495.00	Grounds Maintenance	Contract Grounds	Open Spaces - Open Spaces Act 1906, s.9-10
53	02.06.2026	£53.96	£1.79	£55.75	MOT & Service	MPH Motor Engineers Ltd	Local Government Act 1972 s.111
54	02.06.2026	£63.00	£12.60	£75.60	Playground Maintenance	Fresh Air Fitness	Recreation - Open Spaces Act 1906, ss. 9and 10
65	03.06.2026	£31.65	£6.33	£37.98	Memorial wreath	Amazon EU S.a.r.L UK Branch	Local Government Act 1972 s.111



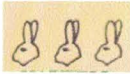
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58	04.06.2026	£611.30	£122.26	£733.56	Pump track (Plant hire)	Didcot Plant & Tool Hire	Recreation - Open Spaces Act 1906, ss. 9 and 10
64	04.06.2026	£24.94	£0.00	£24.94	Adobe Pro	Adobe Systems Software Ireland Ltd.	Local Government Act 1972 s.111
66	04.06.2026	£21.00	£0.00	£21.00	Pump Track (Tens Licence)	Vale of White Horse District Council	Local Government Act 1972 s.111
82	20.05.2026	£66.17	£13.23	£79.40	Equipment Hire	Didcot Plant & Tool Hire	Open Spaces Act 1906, ss. 9 & 10
83	09.06.2026	£27.90	£0.00	£27.90	Hall Hire	Harwell Village Hall	Local Government Act 1972, s. 111
Asst'd	Asst'd	£8,202.48	£0.00	£8,202.48	Staff Costs	Asst'd	Administration of the council - Local Government Act 1972 s.112(2)
		£12,509.40	£738.61	£13,248.01			

9.2. To NOTE income for May 2026.

NOTED

Voucher No	Date	Net	VAT	Total	Description	Supplier
9	06.05.2026	£154.00	£0.00	£154.00	Cemetery fees	Oxfordshire Memorials
10	19.05.2026	£254.14	£0.00	£254.14	Harwellian Rent	Harwellian Club
8	29.05.2026	£100.00	£0.00	£100.00	Grounds Maintenance	Chilton Parish Council
		£508.14	£0.00	£508.14		



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9.3. To NOTE the reconciled bank balances at 31 May 2026

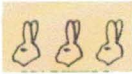
NOTED

A	Bank Reconciliation at 31/05/2026		
	Cash in Hand 01/04/2026		200,196.62
	ADD		
	Receipts 01/04/2026 - 31/05/2026		75,784.77
			275,981.39
	SUBTRACT		
	Payments 01/04/2026 - 31/05/2026		31,140.93
			244,840.46
	Cash in Hand 31/05/2026 (per Cash Book)		
B	Cash in hand per Bank Statements		
	Petty Cash	31/12/2025	0.00
	Co-operative Current Account	31/05/2026	67,739.53
	Co-operative Savings Account	31/05/2026	31,565.12
	Cambridge	27/04/2025	63,614.83
	Unity Trust Current	31/05/2026	17,901.22
	Unity Trust Savings	31/05/2026	66,509.57
			247,330.27
	Less unrepresented payments		2,489.81
			244,840.46
	Plus unrepresented receipts		
	Adjusted Bank Balance		244,840.46
	A = B Checks out OK		

Image shows:

- Cash In Hand 01/04/2026 = £200,196.62
 - ADD Receipts 01/04/2026 – 31/05/2026 £75,784.77
 - SUBTRACT Payments 01/04/2026 – 31/05/2026 £31,140.93
- A - Cash in Hand 30/04/2026 = £244,840.46
- Bank balances
 - Petty Cash £0.00
 - Co-operative Current Account £67,739.53
 - Co-operative Savings Account £31,565.12
 - Cambridge £63,614.83
 - Unity Trust Current Account £17,901.22
 - Unity Trust Savings Account £66,509.57
 - Less unrepresented payments £2,489.91
 - Plus unrepresented receipts £0.00
- B Adjusted Bank Balance = £244,840.46

A = B Checks out OK



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Harwell Parish Council

Uncashed Payments / Transfers Out (All Banks)

Voucher	Date	Description	Total (£)	Bank
323	17/02/2026	Allotment - Water	-242.31	Unity Trust Current
363	13/03/2026	Allotment - Water	10.36	Unity Trust Current
42	21/04/2026	Allotment - Water	18.68	Unity Trust Current
56	01/05/2026	Maintenance Sundries	21.45	Unity Trust Current
48	05/05/2026	Playground Maintenance	1,410.04	Unity Trust Current
70	17/05/2026	Staff Building - Electricity	105.43	Unity Trust Current
49	27/05/2026	Playground Maintenance	705.02	Unity Trust Current
71	28/05/2026	Waste Collection	215.39	Unity Trust Current
69	29/05/2026	Office Broadband	12.00	Co-operative Current Account
75	31/05/2026	Fuel	233.75	Unity Trust Current
Total			2,489.81	

10. Clerk Team Report – Administration & Governance

Appendix E

10.1. Regarding the allotments:

10.1.1. **To NOTE the resignation of the allotment representative and to APPROVE the recommendation not to seek a replacement at this time.**

The resignation of the allotment representative was NOTED with thanks for his support.

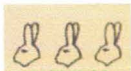
It was UNANIMOUSLY RESOLVED with TWO ABSTENTIONS to not seek a replacement at this time.

10.1.2. **To APPROVE the recommendation to allocate x sqm of Plot 24 for communal composting use.**

It was UNANIMOUSLY RESOLVED with ONE ABSTENTION to APPROVE the allocation of 20 sqm of Plot 24 for the composting of leaf mulch collected by the grounds maintenance team, for communal use, subject to environmental controls, and ongoing maintenance and monitoring.

10.2. **To NOTE other reports including minutes from external meetings and District & County Councillor reports are made available on the website.**

NOTED



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11. Matters for future discussion (no decisions taken)

(NOTE: These items are carried over and included on agendas when space allows. Due to the volume of substantive business on this agenda, they have been deferred to a future meeting to allow proper consideration.)

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

12. To CONFIRM the date and time of the next Council Meeting: 14 July 2026.

In accordance with standing order 9b, proposals of motions should be submitted to the Clerk no later than 7 July 2026.

CONFIRMED.

Meeting ended: 21:45

Signed



Cllr V Humphries, Chair

14 July 2026