

Clerk Team Report

Prepared by the Clerk and Deputy Clerk for the meeting on the 13th October 2026.

8.1. CIL Payment in October

The Vale of White Horse District Council has notified that the 2nd instalment of CIL has been received and that the Parish Council portion (15%) will be paid at the end of October. This is for planning reference P24/V1219/RM (25 Orchard Way). The amount of the HPC portion is £3,831.13. This will be allocated to the Ear-Marked Reserve for CIL.

It is PROPOSED to NOTE CIL payment of £3,831.13 will be made at the end of October 2026 and will allocated to the CIL EMR.

8.2. Cemetery Resident Rates – Interment

We have recently had a request for an Ashes interment, into an existing grave of her parents. The deceased was a Harwell resident for over 50 years but had recently moved out of the parish into a nearby care home that was in Harwell Parish at the time of the move. Though this move was over 5 years ago, the Clerk (after discussion with the Chair) has used delegated authority for the ashes interment to go ahead and be charged at resident rate. This is due to the longevity of the time she lived in Harwell, that it is into an existing grave, that the move to the care home was at the time within the parish - along with the sensitive nature of the situation.

It is PROPOSED to NOTE that a previous long-term resident of the village was permitted to have their interred into an existing grave, for a resident rate charge.

8.3. Allotments Update

- Tenancy Agreements and invoices have been issued.
- There are currently 2 outstanding payments that are now overdue and they are being chased. If payment isn't received shortly, we will be passing the plots on to those next on the waiting list.
- We have 2 new allotment holders, and we are in the process of splitting one very large plot into 3 smaller plots, to allow for 3 more holders.
- There is currently a waiting list of 16 people, including those we are currently waiting on to visit their newly proposed plots.

IT IS PROPOSED to NOTE the Allotments update and that there are currently 16 parishioners on the waiting list.

8.4. Harwell Primary School S106 Funds Update

The support for the Harwell Primary School S106 funds is progressing. We had a meeting with the school on 1 October and are helping them draft a business plan to provide to OCC at their meeting with the view to move things forward.

IT IS PROPOSED to NOTE the Harwell Primary School S106 funds update.

8.5. Footpath 11 (Between Gaveston Road and Manor Green)

We have received two quotes for removing and replanting the hedge/tree line and are awaiting a third.

IT IS PROPOSED to NOTE the footpath 11 update.

8.6. MUGA Planning Application – Tree Survey and Arboricultural Impact Assessment

The Tree Survey and Arboricultural Impact Assessment and Method Statement for the MUGA planning application has been prepared and submitted to the planning officer.

IT IS PROPOSED to NOTE the MUGA planning application update.

8.7. Upgrading of Footpath 11 – the Winnaway to a Bridleway.

On the 27th July 2026 Oxfordshire County Council notified of the modification to the Definitive Map and Statement of Public Rights of Way for Oxfordshire to upgrade the public footpath from Reading Road (The Winnaway), running southwest to Newbury Road, opposite North Drive to a Bridleway. This now means that there is an official right of way for pedestrians, cyclists and Horse riders.

It is PROPOSED to NOTE the upgrade of the Winnaway from footpath to bridleway. the upgrade of the new Bridleway.

8.8. Newly Adopted Highway

OCC have notified us that the following works have been adopted as highway, maintainable at the public expense and the certificate for end of defects period has been issued.

- a. Talbot Close - Extra Carriageway and Footway, Streetlighting and Landscaping. The scheme has now been fully completed and was signed off at the end of the defects period on the 16th September 2026.
- b. Alder View, Grove Road to include:
 - Fidler Orchard – Part.
 - Talbot Close – Footpath.
 - Grove Road – Site Access, Gullies, resurfacing, signage, BT Chamber, Raised table, Road Hump, Gateway Feature, Drainage.

The scheme has now been fully completed and was signed off at the end of the defects period on the 18th September 2026.

- c. Reading Road – Bellmouth, gullies, crossings, planning and resurfacing.
The scheme has now been fully completed and was signed off at the end of the defects period on the 22nd September 2026.

It is PROPOSED to NOTE the updates received from OCC regarding the adopted highway.

8.9. Unlawful Encroachment onto the Highway

A member of the OCC Highway Records Team for Highway Maintenance at OCC has written to a current development situated at the former Kingswell Hotel, Reading Road, advising of an unlawful fence encroachment upon the public highway and has requested confirmation be received no later than the 29th October as to when the fence will be removed. There has been a request by the developer for a site visit.

It is PROPOSED to NOTE receipt of the letter from the Highway Records Team for Highway Maintenance.

8.10. SESRO/White Horse Reservoir survey

A resident questionnaire on Thames Water's proposed White Horse Reservoir has been set up for residents of Harwell and the neighbouring parishes. It is available online and as a paper copy, takes about five minutes, and can be completed anonymously. The questionnaire gives residents a neutral summary of the case for and against the proposal, so people can give an informed view alongside the

formal Development Consent Order process. It is intended to be a simpler and much less expensive way of hearing from the wider community than the parish meeting or parish polls presented as a request to Clerks and Chairs of parishes in the area. The survey can be shared by any participating parish.

The Clerk has set this up voluntarily, and will not spend any council time or resources on it. No cost falls to the Council unless printed copies are requested. Results will be reported back in aggregate form only, and the Clerk will share them with Council and with the other participating parishes.

IT IS PROPOSED to NOTE the White Horse Reservoir resident questionnaire and AGREE printing paper copies of the questionnaire if requested by Harwell parishioner(s).

8.11. Other Reports

It is PROPOSED to NOTE reports from District Councillors & County Councillors and others have been uploaded to Other Reports on the Council website when received.