HARWELL PARISH COUNCIL

Notice of a Council Meeting of Harwell Parish Council

Tuesday 10 November 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 of up to 15 minutes for members of the public to make representations to the Council on matters listed on this evening's agenda.

Each speaker may address the meeting once, for no more than three minutes. This is an opportunity to put a view to councillors, rather than a question and answer or debating session. Councillors will not question speakers or enter into debate. The Chairman may seek brief clarification where genuinely necessary, and the Chairman or Clerk may give a brief factual response where appropriate. No decisions will be taken during this session, but the Chairman may refer matters raised for further consideration. Written representations on agenda items are welcome in advance. If received by 12noon on the day of the meeting, they will be circulated to councillors before the meeting.

AGENDA

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

2. **Vacant Seats (LGA 1972 s89(6))**
   - 2.1. **To NOTE** the Council has 2 vacant seats, all available for co-option.
   - 2.2. **To HEAR** representations from anyone wishing to be co-opted to the council and to be considered to fill the vacant seat.
   - 2.3. **To CO-OPT** a candidate(s) to fill the vacant seat(s).
   - 2.4. **To RECEIVE** declaration(s) of acceptance of office from any co-opted Councillor.
     To be countersigned by the Clerk. The co-opted Councillor(s) 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*)
     - 3.2.1. To GRANT any requests for dispensation as appropriate.

4. **To APPROVE the minutes of a previous council meeting [LGA 1972 Sch 12. Para 41(1)]**
   - 4.1. Meeting held on 13 October 2026 **Appendix A**

5. Member proposals [Standing Order 9) **Appendix B**

5.1. **To CONSIDER** and **APPROVE** motion 1 by Cllr Convery to confirm council position and to authorise Clerk to write to Chief Executive of NHS Thames Valley ICB, Vale of White Horse District Council, Oxfordshire County Council, the Member of Parliament and to report back responses at the next council meeting [LGA 1972, ss111 and 142, and others]

6. Clerk Team Report **Appendix C**

6.1. For Footpath 11 (Between Gaveston Road and Manor Green), **to APPROVE** a budget of up to £8000, exclusive of VAT and **to DELEGATE** to a Clerk Team officer to commission these works. £4000 of this will be coming from the councillor priority fund grant, £3000 will be taken from the Hedges and Trees reserves and the remaining £1000 will be taken from the Trees Maintenance reserves.

6.2. Memorial Bench in honour of Mr Roderick Thomas

a) **To APPROVE** the Recreation Ground, near the corner by the Tennis Club and the Harwellian Club, as the location.

b) **To APPROVE** a traditional hardwood bench (oak or iroko, from a sustainable source) as a one-off exception to section 4 of the policy, without changing the policy.

c) **To AGREE** to accept a one-off maintenance donation of £750 from the family, to be held in an earmarked reserve for bench maintenance, in addition to the £100 administration fee.

d) **To DELEGATE** to a Clerk Team officer to approve the bench model, supplier, plaque wording and installer, provided they meet the policy and the specification in (b).

6.3. **To NOTE** the MUGA Planning Application update.

6.4. **To NOTE** the Staffing – Second Apprentice update.

6.5. **To NOTE** the Harwell Primary School – S106 Funds update.

6.6. **To NOTE** the Recreation Ground – Hedge Planting update.

6.7. **To NOTE** the Harwell bus services and OxBud2040 update and to also **to THANK** Cllr. Davidson-Locke for his hard work and effort in collating the surveys and helping to draft the response.

6.8. **To NOTE** the verbal update on the Remembrance Sunday Parade.

6.9. **To NOTE** the CIL and S137 reports for the last fiscal year have been submitted and posted as required.

6.10. **To NOTE** reports from District and County Councillors and others have been uploaded to Other Reports on the Council website when received.

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

To CONSIDER and **APPROVE** responses to Planning Applications, to NOTE responses submitted under delegated powers by the Clerk (after email consultation) to meet consultation deadline on Planning Applications and to NOTE Planning Decisions and Other Planning Matters.

8. Finance 2026-27 **Appendix E**

8.1. **To APPROVE** finalised expenditure list as paid in October 2026 and payments in November 2026 (thus far).

8.2. **To NOTE** income for October 2026.

8.3. **To NOTE** the reconciled bank balances at 31 October 2026

8.4. **To RECEIVE** and **NOTE** the quarterly 'budget to actual' review including reserve balances for the period to 30 September 2026, in accordance with the Financial Risk Assessment and Management Register (Precept risk, adequacy of precept).

8.4.1. To APPROVE recommended amendments (virements) to the budget

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

- Online Planning System at Vale of White Horse District Council
- Budget for FY 2027-2028

10. To CONFIRM the date and time of the next Council Meeting: 8 December 2026.
In accordance with standing order 9b, proposals of motions should be submitted to the Clerk no later than 1 December 2026.