



**Minutes of a meeting of STANFORD IN THE VALE PARISH COUNCIL
held on Wednesday 4 September 2024 at Stanford in the Vale Primary School**

Present: Cllr Middleton (Chair) Cllr. Brooks Cllr. Isaacs Cllr. Kent
Cllr. Lewis Cllr. Silk Cllr. Ash (OCC) Cllr. Burls (co-opted at agenda item
07/07/24)

Claire Lewis (Clerk)
5 members of the public

01/09/24 To receive apologies
Cllr. Howes
Cllr. Dixon
Cllr. Caul (VWHDC)

02/09/24 To receive Declarations of Interest from Cllrs on any agenda item
Item 08/09/24 Chairs report – Cllr. Middleton tree work – some trees adjoining his property
Item 09/09/24 Accounts for payment – Cllrs Kent and Cllr. Middleton expenses
Item 16/09/24 – Cllr. Lewis is responsible for the website

03/09/24 To receive, approve & sign as a true record, minutes of previous meeting 3 July 2024
ON THE RESOLUTION OF Cllr. Isaacs
SECONDED By Cllr. Lewis
IT WAS RESOLVED that the minutes be accepted
All in favour

04/09/24 To receive report of County Councillor

- Cllr. Ash will chase up the A417 S278 works on our behalf – have not been able to get any answers so far.
- FATAC – recommend we have a nominated councillor. Cllr. Ash will forward details.

Action: Clerk to add agenda item to October meeting to nominate a councillor to join the board.

05/09/24 To receive report of District Councillor
Action: Clerk to ask Cllr. Caul if she has spoken to Vale Planning about Bow farm to Horsecroft footpath

06/09/24 Questions/comments from Parishioners

- A parishioner is setting up women’s netball sessions, using the MUGA in the evening. She will be speaking to Netball England and the Public Purposes Charity about funding (approx. £250) for bibs, balls, cones etc. The Parish Council thanked her.
- A parishioner raised the issue of trees obstructing the passage of horse riders on the bridleway next to the community woodland. It may have been cleared – parishioner to check. **Action:** Clerk to send woodland management plan to member of public in attendance

07/09/24 Councillor Co-option – to consider the vacancies and any applications

Signed..... Date.....

ON THE RESOLUTION OF Cllr. Isaacs

SECONDED By Cllr. Kent

IT WAS RESOLVED that Bryan Burls be co-opted onto the Parish Council. All in favour

08/09/24 To receive report of Chairman inc. items for next agenda

(a) Football club lease renegotiation

Cllrs Kent, Lewis and Isaacs attended what I understand was a very productive meeting with the football club. Minutes (my thanks to Cllr Isaacs for preparing these) are included in the supporting documentation for item 11.

(b) OCC Highways Engagement Visit

This meeting will be taking place on Friday 6th September. All councillors are welcome to attend and should have a calendar invitation from me in their diaries. Cllrs Lewis and Isaacs will be leading on the parish council side.

(c) Traffic sensitive streets consultation

I submitted the parish council's response on the traffic sensitive streets consultation (delegated to Cllrs Lewis, Isaacs and me - 20/07/24). The consultation designated the A417, High Street, Horsecroft (to the extent of vehicular access) and Church Green as traffic sensitive. I confirmed that the parish council had no objections to this, or additional streets to nominate.

(d) Transfer of Nursery End public open space

The deeds, signed by the parish council, have been returned to our solicitors and I understand the final step is for the district council to endorse with their seal.

(e) Bus stops on High Street and Upper Green

My response to the county council's consultation (13/07/24) crossed with the commencement of work on the stops by the council's contractors. After discussion, work was halted so that the parish council's questions and feedback could be taken into account. A follow-up site visit has been arranged with OCC to agree next steps - agenda item 21 refers.

(f) Tree work

Now that we are out of bird nesting season, council may want to arrange a follow-up survey of trees on parish council land and identify any work to be carried out over autumn and winter. We may also want to consider if the Millennium Green should be included.

I have a potential conflict of interest (due to the location of some of the trees in question) and would suggest that the matter be delegated to the environment committee to lead.

Action: Clerk to contact AMTS. Note: include tree on Church Green next to bus stop.

(g) Cottage Farm/Tanner's Yard development

I have had some further correspondence with the developer around this development. See the [supporting information](#) provided.

(h) Skatepark

I've been contacted by a parishioner interested in helping us explore funding options for the skatepark. I'll arrange a meeting with them in the coming weeks and will report back.

I've also been alerted by a parishioner to the existence of WCMX, which is like BMX but for wheelchairs, and is usually performed in skateparks. Including some facilities for wheelchair users in any skatepark refurbishment is something council may wish to consider: not only might it expand the range of funding opportunities, it would also increase the accessibility and inclusivity of the park.

(i) Speed indicator data

We have now collected around two years of traffic statistics from the two speed indicator devices that we have in the village. Monthly average speeds are in the region of 19 mph to 24 mph.

Summary data is available in the [supporting documentation](#) and I can make the raw data available to councillors on request.

(j) QEII Field Archaeology

We've been asked by Vale officers to give a breakdown of future S106 spend on the QEII Field as part of our application for S106 funds for the archaeology. A copy of my suggested reply is in the [supporting documentation](#).

Action: Clerk to submit the S106 application

Update: Reference **July Minute item 11/07/24** referring to the legal agreement for the transfer of the Nursery End POS (public open space) to the Parish Council. Some actions from the RoSPA report remain incomplete. The authorised councillors agreed that David Wilson Homes will pay an additional £5000 to the Parish Council for rectification of the play equipment issues.

09/09/24 To receive correspondence and Clerk's Report

Correspondence – relevant copies are in the meeting correspondence folder

1. OALC and Community First newsletters are in the folder
2. VWHDC has updated its Local Development Scheme [Vale LDS](#), the timetable for the Joint Local Plan. The plan is expected to be submitted to the Secretary of State by December 2024.
3. Parishioners have been in touch about the overhanging tree on the corner of Church Green/Joyces Road and the falling tree on the Hatford footpath. I have logged with OCC.
4. The wild grass area on Chapel Road has received positive feedback. It will be cut in Darren's next mowing as it is the end of the season. The parishioner living there has offered to help identify additional areas in the village.
5. The A417 roadworks have no restart or completion date – I am trying to get a date from OCC. They have committed to a temporary toucan crossing but again no date. There are planned roadworks from 9-13 September for 'trench reinstatement'. See email trail in folder.
6. A parishioner has been in touch about the trees overgrowing the bridleway next to the community woodland, with insufficient height for horse riders to pass through.

Clerk's report

1. Defibrillator and cabinet at 1 Whitfield will be fitted on September 19th
2. Work has started on the replacement bridge over the River Ock next to Penstones and should be finished by October.
3. We have received the S106 money (£12,438.81) for the replacement teen shelter. This money is to be spent within 1 year.
4. MUGA News:
 - a. New netball posts, tennis and pickleball nets are at the MUGA
 - b. Bought new combination padlocks, a tennis net winder and socket caps for the tennis pole holes, using up the remainder of S106 MUGA money.
 - c. Netball:
 - i. new informal group is being set up in the village and will use MUGA in evenings
 - ii. Call with England Netball on 5th September to discuss regular Return to Netball sessions with a qualified coach – they would pay for MUGA hire for this as they charge for sessions
 - d. We need to ensure that the court is kept clean, swept and weed free to get the most out of it

Action: Clerk to purchase a broom to be kept in the storage box
5. I have submitted the revised application to the PPC for a grant towards the play fort.
6. The consultations for speed reduction to 30mph on the A417 and the 20mph Zone are still not live on the OCC website. When live, they will be here: [Highway traffic regulation orders and public notices | Let's Talk Oxfordshire](#)
7. Yu Energy have installed a new smart meter at the football field, which is providing automatic readings.
8. I have requested quotes from Zurich, Clear Councils and AJG/Hiscox (current insurer) as the PC insurance is due for renewal on October 1st

Signed.....

Date.....

9. I am setting up a database of local suppliers – electricians, carpenters, handymen etc. **Action:** Councillors to send me details
10. I have not replaced the gate at the MG, due to impending land transfer to OCC who will erect fencing along the tree line to secure the school. **Action:** Cllr. Isaacs will inform landowner.
11. Recent planning decisions:
 - Approved:**
 - P24/V0345/DPO – Mill Farm - S106 Discharge
 - P24/V0345/LDP – Silkie Windows (CLD)
 - P24/V1207/HH – 113 Faringdon Road – demolition of porch and extension
 - Denied:**
 - P24/V1091/N4B – Thatcher’s Barn – change of use to two Class C dwellings

The financial statements for July and August for information – to be approved at the October meeting

July Accounts for Payment

3:50 PM
12/08/24

**Stanford in the Vale Parish Council
Reconciliation Detail
Current Account - TSB, Period Ending 31/07/24**

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Beginning Balance							76,524.10
Cleared Transactions							
Cheques and Payments - 12 items							
Transfer	30/06/24			Internal transfer to CIL account	X	-1,537.20	-1,537.20
Transfer	07/07/24			Transfer to Redwood	X	-25,000.00	-26,537.20
Bill Pmt -Cheque	10/07/24	BACS	Yu Energy	June Electricity charges	X	-60.90	-26,598.10
General Journal	26/07/24	2021-2...	Claire Lewis	65hrs @ SCP 22	X	-1,060.98	-27,659.08
Bill Pmt -Cheque	26/07/24	BACS	Farol Ltd	Mower repair	X	-525.47	-28,184.55
Bill Pmt -Cheque	26/07/24	BACS	Davies Sports	MUGA - tennis, pickleball and basketball nets	X	-310.70	-28,495.25
Bill Pmt -Cheque	26/07/24	BACS	White Rose Accountancy	Internal audit fee	X	-300.00	-28,795.25
Bill Pmt -Cheque	26/07/24	BACS	online playgrounds	Wetpour repair kit and binder	X	-179.60	-28,974.85
Bill Pmt -Cheque	26/07/24	BACS	Stephen Rolls	July wages	X	-104.00	-29,078.85
General Journal	26/07/24	2021-2...	HMRC - PAYE & NI	NI contributions	X	-40.13	-29,118.98
Bill Pmt -Cheque	26/07/24	BACS	SITV Village Hall	PC June meeting	X	-20.00	-29,138.98
Bill Pmt -Cheque	26/07/24	BACS	K.Middleton	Dog Bags and tree ties	X	-17.99	-29,156.97
Total Cheques and Payments						-29,156.97	-29,156.97
Deposits and Credits - 1 item							
Transfer	30/06/24			Funds Transfer	X	1,537.20	1,537.20
Total Deposits and Credits						1,537.20	1,537.20
Total Cleared Transactions						-27,619.77	-27,619.77
Cleared Balance						-27,619.77	48,904.33
Register Balance as of 31/07/24						-27,619.77	48,904.33
Ending Balance						-27,619.77	48,904.33

August Accounts for Payment

11:03 AM
02/09/24

**Stanford in the Vale Parish Council
Reconciliation Detail
Current Account - TSB, Period Ending 31/08/24**

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Beginning Balance							48,904.33
Cleared Transactions							
Cheques and Payments - 12 items							
General Journal	26/08/24	2021-2...	Claire Lewis	65hrs @ SCP 22	X	-1,051.58	-1,051.58
General Journal	26/08/24	2021-2...	HMRC - PAYE & NI	NI contributions	X	-49.53	-1,101.11
Bill Pmt -Cheque	30/08/24	BACS	eibe	Play fort 50% payment	X	-9,223.20	-10,324.31
Bill Pmt -Cheque	30/08/24	BACS	Defib Warehouse	Defib and cabinet	X	-1,692.00	-12,016.31
Bill Pmt -Cheque	30/08/24	BACS	D Rolls	Time and materials June-Aug	X	-827.90	-12,844.21
Bill Pmt -Cheque	30/08/24	BACS	Davies Sports	Netball posts for MUGA	X	-436.31	-13,280.52
Bill Pmt -Cheque	30/08/24	BACS	Sweetfuels	400 Litres Gas Oil	X	-343.81	-13,624.33
Bill Pmt -Cheque	30/08/24	BACS	Bob Kent	Expense Camera & PWA	X	-126.32	-13,750.65
Bill Pmt -Cheque	30/08/24	BACS	Stephen Rolls	Litter picker wages	X	-104.00	-13,854.65
Bill Pmt -Cheque	30/08/24	BACS	Claire Lewis (Expenses)	Padlocks for MUGA	X	-94.00	-13,948.65
Bill Pmt -Cheque	30/08/24	BACS	online playgrounds	Swing seat	X	-62.60	-14,011.25
Bill Pmt -Cheque	30/08/24	BACS	SITV Village Hall	PC Planning meeting	X	-3.50	-14,014.75
Total Cheques and Payments						-14,014.75	-14,014.75
Deposits and Credits - 2 items							
Deposit	05/08/24			Benches	X	2,430.00	2,430.00
Deposit	30/08/24			s106 Teen shelter	X	12,438.81	14,868.81
Total Deposits and Credits						14,868.81	14,868.81
Total Cleared Transactions						854.06	854.06
Cleared Balance						854.06	49,758.39
Register Balance as of 31/08/24						854.06	49,758.39
Ending Balance						854.06	49,758.39

Signed..... Date.....

July Statement of Accounts

3:52 PM

12/08/24

Accrual Basis

Stanford in the Vale Parish Council
Statement of Accounts - Summary
 As of 31 July 2024

	31 Jul 24	30 Jun 24
ASSETS		
Current Assets		
Cash at bank and in hand		
Current Account - TSB		
Reserves - Comm. Garden	1,645.00	1,645.00
Reserves - Security	857.08	857.08
Reserves - CIL	37,084.03	62,084.03
Reserves - NP	145.10	145.10
Current Account - TSB - Other	9,173.12	11,792.89
Total Current Account - TSB	48,904.33	76,524.10
Redwood 35 Day Savings Account		
Reserves - Play Equipment Savin	750.00	750.00
Reserves - CIL Savings	70,133.23	45,133.23
Reserves - NP Savings	3,589.05	3,589.05
Redwood 35 Day Savings Account - ...	8,265.11	8,013.26
Total Redwood 35 Day Savings Account	82,737.39	57,485.54
Total Cash at bank and in hand	131,641.72	134,009.64
Total Current Assets	131,641.72	134,009.64
NET CURRENT ASSETS	131,641.72	134,009.64
TOTAL ASSETS LESS CURRENT LIABILITIES	131,641.72	134,009.64
NET ASSETS	131,641.72	134,009.64
Capital and Reserves	0.00	0.00

August Statement of Accounts

11:05 AM

02/09/24

Accrual Basis

Stanford in the Vale Parish Council
Statement of Accounts - Summary
 As of 31 August 2024

	31 Aug 24	31 Jul 24
ASSETS		
Current Assets		
Cash at bank and in hand		
Current Account - TSB		
Reserves - Comm. Garden	1,645.00	1,645.00
Reserves - Security	857.08	857.08
Reserves - CIL	37,084.03	37,084.03
Reserves - NP	145.10	145.10
Current Account - TSB - Other	10,027.18	9,173.12
Total Current Account - TSB	49,758.39	48,904.33
Redwood 35 Day Savings Account		
Reserves - Play Equipment Savin	750.00	750.00
Reserves - CIL Savings	70,133.23	70,133.23
Reserves - NP Savings	3,589.05	3,589.05
Redwood 35 Day Savings Account - ...	8,547.94	8,265.11
Total Redwood 35 Day Savings Account	83,020.22	82,737.39
Total Cash at bank and in hand	132,778.61	131,641.72
Total Current Assets	132,778.61	131,641.72
NET CURRENT ASSETS	132,778.61	131,641.72
TOTAL ASSETS LESS CURRENT LIABILITIES	132,778.61	131,641.72
NET ASSETS	132,778.61	131,641.72
Capital and Reserves	0.00	0.00

Action: Clerk to add agenda item to October for authority to open additional bank accounts where necessary

Signed.....

Date.....

10/09/24 To discuss Planning Applications

a) **P24/V1618/HH** - 2 *Huntersfield* - replacement conservatory

ON THE RESOLUTION OF Cllr. Silk

SECONDED By Cllr. Isaacs

IT WAS RESOLVED that the Parish Council has no objections subject to details being provided to ensure no harm is done to the roots of the adjacent hedge belonging to the MG. All in favour

b) **R3.0087/24** (OCC) - OCC - Change of use grazing land to school playing fields

ON THE RESOLUTION OF Cllr. Isaacs

SECONDED By Cllr. Kent

IT WAS RESOLVED that the Parish Council fully SUPPORTS the application. We are keen to retain the mature trees along the boundary of the Millennium Green when considering fencing.

c) **P24/V1539/FUL** and **P24/V1416/LB**- 2 *Cox's Court* – carport

ON THE RESOLUTION OF Cllr. Lewis

SECONDED By Cllr. Isaacs

IT WAS RESOLVED that the Parish Council has NO OBJECTIONS to this application. All in favour

d) **P24/V1509/HH** - 6 *Warwick Close* - changes to design of P23/V2062/HH

ON THE RESOLUTION OF Cllr. Middleton

SECONDED By Cllr. Lewis

IT WAS RESOLVED that the Parish Council has NO OBJECTIONS to this application. All in favour

e) **P24/V0804/HH** - 14 *Cottage Road* - revised plans for extension

ON THE RESOLUTION OF Cllr. Isaacs

SECONDED By Cllr. Lewis

IT WAS RESOLVED that the Parish Council OBJECTS to this application. Given the prominent edge of village location, any development here should be sensitively handled. The current version of the application is not compliant with the Stanford in the Vale Design Guide and is out of keeping with the surrounding properties on Cottage Road both in design and use of materials. Car parking arrangements are impractical and highly unlikely to be used. Parking on Cottage Road will lead to increased congestion on a narrow road which is a bus route for the village. The existing stone wall gives character to the property – the plans appear to suggest partial demolition; the Parish Council believes it should be retained. All in favour.

11/09/24 To agree purchase of a replacement fence at Stanford in the Vale football club, subject to obtaining grant funding to cover the entire cost

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Brooks

IT WAS RESOLVED to agree purchase of replacement fence subject to obtaining grant funding. All in favour.

12/09/24 To discuss/agree purchase of a petrol strimmer

This would be for hedge trimming.

Action: Cllr. Isaacs to investigate pricing of hedge trimmers

13/09/24 To discuss/agree expenditure on playground repairs

ON THE RESOLUTION OF Cllr. Lewis
SECONDED BY Cllr. Isaacs

IT WAS RESOLVED that the Parish Council approves expenditure of £265 on rust treating and repainting the Wicksteed toddler unit and of £445 to replace the sheath/seat unit and re-tensioning of the aerial runway. All in favour.

Action: Clerk to add agenda item for approval of playground repairs at Nursery End to October meeting

Action: Clerk to investigate interim repairs to exposed rope on space net and to speak to ARD about lifespan of seat/sheath on aerial runway

14/09/24 To discuss/approve repairs to playground fencing

Action: Clerk to speak to handyman to effect repairs. A section of redundant fencing running between the village hall and the preschool will be removed.

15/09/24 To consider applying for a Tesco Stronger Starts Grant

Agreed in principal – council to consider projects which may be suitable to apply for.

16/09/24 To discuss moving email addresses and website to .gov.uk

ON THE RESOLUTION OF Cllr. Middleton
SECONDED BY Cllr. Isaacs

IT WAS RESOLVED that £200 be spent on software for enhancing the current website.

17/09/24 To discuss purchase of Parish Online for asset management

ON THE RESOLUTION OF Cllr. Isaacs
SECONDED BY Cllr. Kent

IT WAS RESOLVED that the Parish Council purchases Parish Online. Clerk to investigate the free trial/free provision by insurers/using the S106 Public Works of Art funding towards the subscription fee. All in favour.

18/09/24 To discuss current litter picking and bin emptying arrangements.

Action: Clerk and Cllr. Kent to investigate options for bin emptying

Action: Clerk to add agenda item to October to approve any relevant expenditure on bins and litter picking

19/09/24 To discuss/approve costs for new waste bins at Millennium Green

See action in 18/09/24 .

20/09/24 To approve Publication Scheme, Privacy Notice and Information Data Protection Policy

ON THE RESOLUTION OF Cllr. Lewis
SECONDED BY Cllr. Middleton

IT WAS RESOLVED that the Parish Council approves the documents, subject to removal on the section on diversity monitoring in the Data Protection Policy. All in favour.

21/09/24 To agree the Parish Council's proposed locations for Bus Stops

Cllr. Isaacs circulated the proposal to take to a meeting with OCC on 19th September

22/09/24 To discuss/agree a new section to the Community Newsletter

ON THE RESOLUTION OF Cllr. Middleton
SECONDED BY Cllr. Isaacs

IT WAS RESOLVED to suspend standing orders at 21:59 in order to continue with the meeting. All in favour.

Cllr. Isaacs and Cllr. Silk will trial a new format newsletter for the next edition.

Signed.....

Date.....

- 23/09/24 To discuss the Community Woodland management and monitoring plan**
Carried forward to next agenda to allow more time for discussion
- 24/09/24 To discuss the Community Orchard**
ON THE RESOLUTION OF Cllr. Issacs
SECONDED BY Cllr. Kent
IT WAS RESOLVED to spend up to £300 for further trees. All in favour.
- ON THE RESOLUTION OF Cllr. Issacs
SECONDED BY Cllr. Kent
IT WAS RESOLVED to spend up to £450 on spring bulbs to be planted around the parish. In favour with 1 vote against
- 25/09/24 To consider whether the Parish Council supports an increase to OALC membership fees**
ON THE RESOLUTION OF Cllr. Brooks
SECONDED BY Cllr. Middleton
IT WAS RESOLVED that the Parish Council supports the proposed increase. All in favour.
- 26/09/24 Provisional date of next meeting – Wednesday 2nd October 2024**
- 27/09/24 Questions/comments from parishioners**
- Gigaclear are clearing the final mud on High Street/Cottage Road
 - Cllr. Isaacs suggested that Parish Council holds a half-day strategy event