



**Minutes of a meeting of STANFORD IN THE VALE PARISH COUNCIL
held on Wednesday 3 January 2024 at Stanford in the Vale Village Hall**

- Present:** Cllr Middleton (Chair) Cllr. Austin Cllr. Brooks Cllr. Dixon Cllr. Isaacs
Cllr. Lewis Cllr. Caul (VWHDC)
Claire Lewis (Clerk)
1 member of the public
- 01/01/24 To receive apologies**
Cllr. Boyle
Cllr. Dabek
Cllr. Howes
Cllr. Kent
- 02/01/24 To receive Declarations of Interest from Cllrs on any agenda item**
None
- 03/01/24 To receive, approve & sign as a true record, minutes of previous meeting 6th December 2023**
ON THE RESOLUTION OF Cllr. Austin
SECONDED BY Cllr. Dixon
IT WAS RESOLVED that the minutes be accepted.
All in favour with 1 abstention from a councillor who was not in attendance at the last meeting.
- 04/01/24 To receive report of County Councillor**
Nothing received from Cllr. Ash.
Note: Cllr. Caul offered in the meeting to take issues to the County Councillor for Faringdon (Cllr. Bethia Thomas) who will try to provide support for parishes who are receiving no representation from Cllr. Ash.
- 05/01/24 To receive report of District Councillor**
1. CIL funding process – there may be opportunity for the Parish to apply for further CIL monies.
Cllr. Caul will find out the application process and criteria.
2. Joint Local Plan now open for comment
3. Raised issue of flooding at Challow with OCC
4. OCC applying for Level 2 devolved powers as part of levelling up
Matters raised by councillors: QEII - Vale planning is refusing to meet parish councillors to discuss the QEII field application. Vale will not accept the newt tests provided and have incorrect information about newt locations.
- 06/01/24 Questions/comments from Parishioners**
A parishioner raised the issue of badly-fitting manhole covers on the Ware Road/Farm Piece roundabout. The sound of vehicles driving over these covers is disturbing residents in Farm Piece. OCC has closed the FixMyStreet (5163498) saying it is not their responsibility and that it will be passed to the responsible company.
Action: Clerk to re-raise and report be kept open until resolution
- 07/01/24 To receive report of Chairman inc. items for next agenda**

- I have submitted an application for the High Sheriff's award as agreed at the last parish council meeting. Thanks to the clerk and Cllr Lewis for their assistance.
- We're still awaiting a response from our solicitor regarding the transfer of the Nursery End public open space.
- The annual play equipment inspection has been completed and three of the ramps are now graded high risk due to corrosion.
- I've inspected the fire damage to a neighbour's gate on the Millennium Green. See supporting information for agenda item 20.

08/01/24 To receive correspondence and Clerk's Report

Correspondence – relevant copies are in the meeting correspondence folder

1. The Community First winter newsletter is in the folder.
2. The OALC December newsletter has been emailed to you and is in the folder.
3. The minutes and other documents from the Last PTR (Parish Transport Representative) meeting in November are in the folder. Does the PC want to nominate a councillor to attend these meetings? **Cllr. Brooks to attend**
4. OCC lane rental scheme is holding a consultation meeting on 17 January at County Hall from 10.30-12.30 – registration is via [Lane Rental Scheme - consultation meeting | Let's Talk Oxfordshire](#)

Clerk's report

1. The litter picker has now started.
2. The annual safety inspection report has been issued. As it was sent on the afternoon of 22nd December, I have not had a chance to look at it yet. I will add the actions to Click-Up ready to be assigned once the Recreation and Leisure committee has reviewed it.
3. The damage to the verges on A417/High Street by Gigaclear contractors has not yet been rectified. Mark F. at Highways is pressing Highways Engagement to follow up. There is also damage on Joyce's Road outside the recreation ground which I have contacted Gigaclear about. Cllr. Brooks noted that they are leaving old wiring etc. at the installation sites. **Action: Cllr. Isaacs will take up these issues with Gigaclear, copying in OCC Digital Infrastructure.**
4. Still awaiting the updated wayleave design documents for Parish Council signature.
5. A wall along Green Lane (the footpath leading from Horsecroft around to the Anchor) collapsed yesterday. The resident is planning to rebuild and has taped the area off.
6. Recent application decisions:
P22/V2065/HH - 9 Church Green demolish shed and build new outbuilding – **Granted**
P23/V2199/LB - The Old Dairy Manor Farm Window replacements- **Granted**

09/01/24 To discuss Planning Applications

- a. **P23/V2016/HH**- *Cornerstone Horsecroft* – revised application

ON THE RESOLUTION OF Cllr. Middleton

SECONDED BY Cllr. Brooks

IT WAS RESOLVED that the Parish Council **objects** to the application. The revised layout does not appear to address the three concerns in our previous response, which we reiterate as follows:

1. The annexe appears to constitute a separate dwelling, with its own entrance hall and front door, contrary to the design guide 2015, section 10.7.22. While we know the annexe is proposed for family use, there is nothing to stop that changing in the future or if the property is sold. The annex has no private amenity space in its own right, which given possible future use, is problematic.
2. The roof height of the proposed annex/garage is too high in relation to the existing building and will have a negative impact on the neighbouring properties. Furthermore, the attic could easily become part of the liveable space in the future.
3. The parking provision is not commensurate with the increased living space.

All in favour

- b. **P23/V2779/A** – *Horse and Jockey* – signage

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Isaacs

IT WAS RESOLVED that the Parish Council delegates the response to the chair, vice chair and senior councillor, to discuss the design with Greene King before responding. All in favour.

10/01/24

9:29 AM

03/01/24

To approve Accounts for Payment

Stanford in the Vale Parish Council
Reconciliation Detail
Current Account - TSB, Period Ending 31/12/23

Type	Date	Num	Name	Memo	Amount	Balance
Beginning Balance						9,307.77
Cleared Transactions						
Cheques and Payments - 14 items						
Bill Pmt -Cheque	21/12/23	BACS	D Rolls	Wages Darren and Wilf	-399.75	-399.75
Bill Pmt -Cheque	21/12/23	BACS	Moore	External Audit 2022-23	-378.00	-777.75
Bill Pmt -Cheque	21/12/23	BACS	Penny's Garden Mainte...	Gardening, compost, plants	-346.80	-1,124.55
Bill Pmt -Cheque	21/12/23	BACS	CDC Electrical Service...	Defibrillator instaliation	-323.40	-1,447.95
Bill Pmt -Cheque	21/12/23	BACS	Foxtail Garage Ltd	Recovery and temp wiring repair	-252.00	-1,699.95
Bill Pmt -Cheque	21/12/23	BACS	SLCC Enterprises	Clerk membership 2024	-183.00	-1,882.95
Bill Pmt -Cheque	21/12/23	BACS	NALC(Headley)	Clerk training - funding	-39.22	-1,922.17
Bill Pmt -Cheque	21/12/23	BACS	OALC	Training - preparing for year end ...	-36.00	-1,958.17
Bill Pmt -Cheque	21/12/23	BACS	SITV Village Hall	PC Nov 2023 Invoice 5137	-20.00	-1,978.17
Bill Pmt -Cheque	21/12/23	BACS	D Rolls	Expenses	-16.49	-1,994.66
Bill Pmt -Cheque	21/12/23	BACS	Claire Lewis (Expenses)	Mesh fencing for Church Green	-12.99	-2,007.65
General Journal	29/12/23	2021-1...	Claire Lewis	65hrs @SCP20 plus backpay	-1,427.06	-3,434.71
General Journal	29/12/23	2021-1...	HMRC - PAYE & NI	65 hrs@SCP20 plus backpay	-151.15	-3,585.86
Bill Pmt -Cheque	03/01/24	BACS	Stephen Rolls	Litter picker wages	-73.78	-3,659.64
Total Cheques and Payments					-3,659.64	-3,659.64
Deposits and Credits - 1 item						
Payment	06/12/23		HM Customs & Excise ...	VAT Reclaim	4,776.57	4,776.57
Total Deposits and Credits					4,776.57	4,776.57
Total Cleared Transactions					1,116.93	1,116.93
Cleared Balance					1,116.93	10,424.70
Register Balance as of 31/12/23					1,116.93	10,424.70
Ending Balance					1,116.93	10,424.70

ON THE RESOLUTION OF Cllr. Isaacs

SECONDED BY Cllr. Brooks

IT WAS RESOLVED that the Accounts for Payment be approved. All in favour.

Signed.....

Date.....

11/01/24

To approve Monthly Statement of Accounts

9:47 AM

03/01/24

Accrual Basis

Stanford in the Vale Parish Council
Statement of Accounts - Summary
 As of 31 December 2023

	31 Dec 23	30 Nov 23
ASSETS		
Current Assets		
Cash at bank and in hand		
Current Account - TSB		
Reserves - Comm. Garden	1,645.00	1,645.00
Reserves - Security	1,000.00	1,000.00
Reserves - CIL	4,998.68	4,998.68
Reserves - NP	145.10	145.10
Current Account - TSB - Other	2,709.70	1,518.99
Total Current Account - TSB	10,498.48	9,307.77
Redwood 35 Day Savings Account		
Reserves - Play Equipment Savin	750.00	750.00
Reserves - CIL Savings	40,633.23	40,633.23
Reserves - NP Savings	3,589.05	3,589.05
Redwood 35 Day Savings Account - ...	11,603.76	11,450.29
Total Redwood 35 Day Savings Account	56,576.04	56,422.57
Total Cash at bank and in hand	67,074.52	65,730.34
Total Current Assets	67,074.52	65,730.34
NET CURRENT ASSETS	67,074.52	65,730.34
TOTAL ASSETS LESS CURRENT LIABILITIES	67,074.52	65,730.34
NET ASSETS	67,074.52	65,730.34
Capital and Reserves	0.00	0.00

ON THE RESOLUTION OF Cllr. Dixon

SECONDED BY Cllr. Isaacs

IT WAS RESOLVED that the Monthly Statement of Accounts be approved. All in favour.

12/01/24

To agree 2024/25 precept

ON THE RESOLUTION OF Cllr. Isaacs

SECONDED BY Cllr. Middleton

IT WAS RESOLVED that the Parish Council sets the 24/25 precept at £30,000. It is mindful of the impact of inflation on Parish Council costs whilst understanding the impact on cost-of-living increases on parishioners. This will be equivalent to less than £1 increase per year for a Band D house. All in favour

13/01/24

To review clerk's salary (confidential item)

The PC discussed the recommendation of the employment committee to move the clerk's band from SCP20 to SCP22. One point for the increased responsibility as RFO and one point for the CILCA qualification being undertaken. For clarity, no additional SCP award will be made on the clerk obtaining CILCA, this award having already been made.

ON THE RESOLUTION OF Cllr. Middleton

SECONDED BY Cllr. Isaacs

IT WAS RESOLVED that the clerk be moved from SCP20 to SCP22 effective 1st January 2024

14/01/24

To discuss allocating funds to repair FC fence at Cottage Road

Carried over to next month.

Action: Clerk to let Cllr. Isaacs know questions which have arisen from FC. Cllr. Isaacs to send notes to Cllr. Middleton, Lewis and Austin.

15/01/24

To approve costs for protection mesh/matting for verges in village

Signed.....

Date.....

- Carried over to next meeting. **Action:** Clerk to speak to new maintenance person.
- 16/01/24** **To approve costs for further QEll archaeology work**
Keeping on agenda for when progress can be made.
- 17/01/24** **To agree comments on draft Joint Local Plan**
Roll over to February meeting – not officially launched yet.
- 18/01/24** **To review draft Town and Parish Council charter**
Was reviewed by the Parish Council – no comments to add.
- 19/01/24** **To approve any training requests**
None received
- 20/01/24** **To receive the report of the Millennium Green Trust**
The AGM will be held on Wednesday 21st February, location tbc.
- 21/01/24** **Provisional date of next meeting – Wednesday 7th February 2023**
- 22/01/24** **Questions/comments from parishioners**
None
Meeting closed at 21:58