

Minutes of a meeting of STANFORD IN THE VALE PARISH COUNCIL

Held remotely on Wednesday 3rd June 2020 by video conference

Present: Cllr.Lewis Cllr.Warren Cllr.Isaacs Cllr.Jackson Cllr.Bailey Cllr.Jenkins
Cllr.Howes Cllr. Middleton Cllr. Fitzgerald O'Connor (OCC) M,Dew (Clerk)

01/06/20 To receive apologies and reason (If offered)

Cllr.Williams Cuss(Business) District Cllr.Boyd(Business)

02/06/20 To receive Declarations of Interest from Cllrs On any agenda item

Cllr.Isaacs – Item 11 Planning. Cllr.Middleton – Item 13 Accounts for payment

03/06/20 To receive, approve & sign as a true record minutes of previous meeting 06/05/20

ON THE RESOLUTION OF Cllr.JENKINS

SECONDED BY Cllr.BAILEY

IT WAS RESOLVED that the minutes be signed as a true record

04/06/20 To receive report of District Councillor

The report was circulated to Council after the meeting.

Please find below the latest relevant briefing on local response to CoVID-19. This week it is also national volunteer week, and I have attached a recent press release from Cllr Emily Smith, Leader of VWHDC on this. I also just want to add my heartfelt thanks to all those volunteering locally to help those in need during these testing times. The difference you and local groups have made cannot be underestimated, so thank you for everything you have done and continue to do.

Parking charges to be re-introduced in South and Vale car parks

Parking charges will be re-introduced in district council car parks across South Oxfordshire and the Vale of White Horse from Monday 8 June.

Car parks will operate as normal, meaning that motorists must display a ticket or have a valid online or text payment confirmation, including during any free hours offered in the charging period. Normal rates will apply. New permits will be issued or re-issued to anyone whose permit would've normally expired since lockdown began. NHS staff and care workers who display a national COVID-19 pass can continue to park for free. To claim a pass, staff should email carparks.southandvale.uk@sabagroup.com, including proof of their employment.

Discretionary Grant

The new discretionary business grant scheme will be open for applications from midday Wednesday 3 June. We have just over £1.1m to award to businesses in South Oxfordshire and just under £750,000 in the Vale. As explained previously, this will only stretch to providing a meaningful amount to a very small percentage of eligible businesses. You can read the full agreed criteria for businesses in each district at svbs.co.uk/top-up-scheme, which is where businesses owners need to apply. The deadline for applications is midday on Wednesday 17 June.

Depending on the number of applications to the scheme we are expecting it to take a week or two after the deadline to carry out the necessary checks and evaluations before making any decisions.

We will be writing to all the applicants to let them know the outcome of their application - successful or not. Those that are successful will need to confirm their acceptance of the grant before we can release any funding. While applicants are waiting to hear the outcome of their application, we are urging them to look at and consider the alternative support for funding in case their application's not successful – this information is all available at svbs.co.uk/ineligible-for-grants.

Test and Trace

We have a part to play in the government's new Test and Trace system that was launched this week and being rolled out across the country. The county council, as Oxfordshire's Public Health Authority, will lead this work locally and we will work alongside them to provide appropriate resources and support as required. Oxfordshire is not in the first wave of areas to roll this out so the details have not

yet been fully worked through and will need to flex to learn from others' experiences. We are however in conversations with all of the relevant health organisations and councils in Oxfordshire to plan it all out. We'll let you know when we have more information on how we'll be involved in this important part of the UK's response to the pandemic.

Reassuring patients of safe cancer care

Patients receiving cancer care in Oxfordshire have been reminded that safe cancer care is still available to them during the COVID-19 pandemic. A recent national survey suggested that getting COVID-19, or giving it to their family, were among the top reasons that people would not come forward with cancer symptoms, along with fears they could be a burden to the health service.

It is important that people do not miss out on cancer care because of fears around COVID-19. Finding and treating cancer early gives the best chance to cure it, and ignoring potential problems can have serious consequences now or in the future. Ongoing care and treatment is just as important, as many of these are also curative and can control disease long term.

Robust procedures are in place to ensure safe care and patients should feel confident in the fact that they are in a safe environment and that their treatment can continue as it always did. More information is available on the OUH website.

Planning for life after lockdown

Bold transport plans are under discussion for Oxfordshire as the county begins to emerge from lockdown. Ideas were invited from all 63 county councillors on potential changes to roads and transport networks in response to the Government's national £250 million cash fund. Enthusiastic suggestions were received from across the county as the council seeks to make sure that every town and village will benefit from how the funds are invested. The plans, which are being developed in partnership with the city and district councils, will have a strong focus on encouraging residents to walk and cycle, and will enable Oxfordshire to make strides towards sustainable and zero emission transport as well as support public health and safety as public spaces begin to reopen.

As ever, any questions please don't hesitate to get in touch.

05/06/20 To receive report of County Councillor

The County Council AGM had been cancelled and will be scheduled for next year. A virtual meeting was held - difficult with 60 + members. Funding has been applied for with emphasis on cycle and walking. The quarry extension at Hatford is going ahead.

06/06/20 Questions/comments from parishioners

Cllr.Isaacs – Cycleway from Stanford to Faringdon – in light of OCC's funding priorities, this aspirational route would be ideal to be promoted by the County Councillor for inclusion within their planned improvements for cycling, especially as this would ultimately lead to a cycling corridor towards Science Vale.

Cllr.Lewis asked again about the County Council's previous commitment (from 2018) to creating an A420 working group of affected parishes. County Councillor stated that she still didn't have an update, but would follow this up.

Cllr.Middleton asked whether, before mowing, bottles and cans could be picked up. Clerk felt it was not feasible to do this as areas would need to be walked beforehand. It was not possible to see items in grass from the mower

It was reported that a parishioner was picking up dog mess and asked if council could provide her with some dog bags. Cllr.Middleton to arrange

07/06/20 To receive report of Clerk

The playarea had been locked due to the pandemic and while the closure notices were being vandalised on a regular basis it now appears that the padlocks had been superglued.

Notice boards – During maintenance of the boards the master key had snapped. Clerk has contacted Stebbing (the manufacturer) who were sending 3 keys to determine which was the correct replacement. Clerk had looked at various vandal proof replacement notice boards and a quote of £4500 was obtained. It was suggested that the cost to refurbish the present boards should be investigated. Cllr.Jackson to follow up with local tradesman

VWHDC are conducting a “Deep Clean” from 03-07 Aug - litter picking, sweeping and removing weeds/moss and similar. Cllr.Jenkins to collate a list of areas to be requested for cleaning.

08/03/20 To receive report of Chairman inc items for next agenda

Events to commemorate the 75th anniversary of VE Day were curtailed due to the ongoing response to the Coronavirus pandemic and associated social-distancing requirements. During a short, distanced ceremony at the War Memorial we laid a wreath in remembrance of all those who paid the ultimate sacrifice for the freedoms we enjoy today.

I will take as read recent correspondence in relation to the Pre-school, our lease and suggestions around potential access to grant funding for them. I will also take as read the recent e-mail shared by Cllr. Middleton in relation to the new tarmac road that has been laid within the quarry, which we hope will lead to a significant reduction in mud and debris being dropped outside of the quarry. And similar those in relation to discussions between myself and Thames Water in relation to the proposed closure of Bow Road.

We were contacted by a parishioner in relation to damage caused during mowing within Forest Grove and they've been directed to WHDC since this area is maintained by them. Also contacted by parishioners with concerns over a stile in a poor state of repair on the footpath south of the Ock – Cllr. Middleton is following this up with landowners/OCC for resolution. Cllr. Jackson has discovered similar issues with the access bridge that leads from Cottage Road onto the bridleway that crosses the QEII field, and is in the process of getting quotes to repair/replace the structure. Cllr. Jackson is also working on repairing council's chainsaw following a couple of abortive attempts from a local service company. We were also contacted by a parishioner with suggestions around not mowing Church Green to support biodiversity – I have already shared my reply with you highlighting the numerous other projects that we have underway in this regard. Separately, I was e-mailed in relation to concerns regarding “anonymous” use of weedkiller – I don't believe this was undertaken by the PC, but I've not been able to identify the areas of concern based on their description and no reply has been forthcoming. Separately, I've shared some advice around the planning/consultation process after I was contacted by neighbours to the application on High Street that we will consider later this evening.

My sincere thanks to Cllr. Isaacs who's been reviewing PC leases– we will need to look at these in more detail in due course.

Similar thanks to Cllr. Jackson who has been liaising with AH Willis & Sons for additional Heras fencing, enabling us to provide an access route to the pre-school in time for their re-opening on 1st June.

Finally, I was contacted in relation to an abandoned vehicle in Forest Grove and have signposted the parishioner to the District Council service that manages this – unfortunately this is currently out of action, but I have asked Cllr. Boyd whether he is able to ascertain when the service is likely to be reinstated.

09/06/20 To receive correspondence

Circulated to Council

10/06/20 To discuss Planning Applications

P20/V1098/FUL – 52 High St. – Change of use of old barn from a garage to a single one bedroom house Based on vehicular access, egress & parking , including implications for the neighbouring bungalow (which the application infers will come forward as a separate application) as well as existing pedestrian and vehicular traffic of St Denys Close and the extremely limited visibility that the space directly outside the proposed dwelling building affords of the existing footpath

ON THE RESOLUTION OF Cllr.JACKSON
SECONDED BY Cllr BAILEY
IT WAS RESOLVED that Council OBJECTS to the application
There was one abstention due to recorded declaration of Interest

P20/V1130/HH – 29 Fawkner Way – *Proposed demolition of existing conservatory and construction of single storey extension to create a dining area*

Council has no objections but wishes the following comments to be taken into consideration:
The proposed front & side elevation drawings indicate a roof light window, which does not appear to be referred to anywhere else. Clarification is required as to whether or not the rooflight is actually required.

ON THE RESOLUTION OF Cllr.JACKSON
SECONDED BY Cllr.ISAACS

IT WAS RESOLVED that there were NO OBJECTIONS to this application, subject to comments above

P20/V1145/FUL – Land North of ware Road – *variation of condition 1 – approved plans of P18/V2031/RM for minor amendments to layout and types. Residential development for up to 78 dwellings, together with access from Ware Road and assoc infrastructure*

There was concern that as VWHDC no longer provide printed plans it was more difficult to make out details on plans, such as landscaping. Cllr. Jackson offered to arrange large format prints, where required.

ON THE RESOLUTION OF Cllr.LEWIS
SECONDED BY Cllr.ISAACS

IT WAS RESOLVED that Cllr.BAILEY to review the proposed changes and collate for Council

11/06/20 To approve and adopt Risk Management Procedures

Chairman had circulated to Council a revised, more detailed risk register for consideration.

ON THE RESOLUTION OF Cllr.ISAACS
SECONDED BY Cllr.JENKINS

IT WAS RESOLVED that the Risk Management Procedures be approved subject to continuous improvement. In particular, Council should consider risks and mitigations around contract management and loss of credentials to key systems/services.

12/06/20 To review and approve Accounting Statements for 2019/20(AGAR Section 2)

As circulated to Council by e-mail, with accompanying reports

ON THE RESOLUTION OF Cllr.MIDDLETON
SECONDED BY Cllr.BAILEY

IT WAS RESOLVED that the Statements be approved

13/06/20 To approve Accounts for Payment

Refer to page 6

ON THE RESOLUTION OF Cllr.JENKINS
SECONDED BY Cllr.BAILEY

IT WAS RESOLVED that the accounts for payment be approved

14/06/20 To approve Monthly Statement of Accounts

Refer to page 6

ON THE RESOLUTION OF Cllr.ISAACS
SECONDED BY Cllr.BAILEY

IT WAS RESOLVED that the Statement of Accounts be approved

- 15/06/20** **To delegate authority to replace or repair the bridleway bridge connecting Cottage Road to the QEII field**
Following discussion and costing quotes from Cllrs Jackson and Middleton
ON THE RESOLUTION OF Cllr.ISAACS
SECONDED BY Cllr.JENKINS
IT WAS RESOLVED that up to £2500 be allocated
- 16/06/20** **To approve additional technical support for the QEII project (To include landscaping, drainage, masterplanning as required for planning permission)**
ON THE RESOLUTION OF Cllr.ISAACS
SECONDED BY Cllr.JENKINS
IT WAS RESOLVED that the process for selecting and appointing relevant contractors be delegates to the Environment Sub-Committee with a budget of up to £12,000
- 17/06/20** **Provisional Date of next Meeting**
1st July 2020
- 18/06/20** **Questions/comments from parishioners**
Chairman referred to an e-mail from Cllr.Williams-Cuss in relation to a free inspection of the PC's play equipment, after a brief discussion it was felt that bringing in an unknown third party risked a repeat of past issues/discrepancies between ROSPA inspectors. Given that the equipment has not been used during the lockdown period, there is expected to be less wear and tear than usual, but a routine inspection of PC playgrounds should be carried out prior to their re-opening.

13/06/20 Accounts for payment report

11:41 AM
01/06/20

**Stanford in the Vale Parish Council
Reconciliation Detail
Current Account - TSB, Period Ending 01/06/20**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						11,883.26
Cleared Transactions						
Cheques and Payments - 10 items						
Bill Pmt -Cheque	31/03/20	BACS	Webbs	X	-65.86	-65.86
Bill Pmt -Cheque	08/05/20	BACS	TVE Hire & Sales	X	-0.90	-66.76
Bill Pmt -Cheque	12/05/20	BACS	D Rolls	X	-437.00	-503.76
Cheque	13/05/20	BACS	Stanford in the Vale...	X	-500.00	-1,003.76
General Journal	13/05/20	Defer...	Stanford in the Vale...	X	-500.00	-1,503.76
Bill Pmt -Cheque	27/05/20	Debit	British gas	X	-30.87	-1,534.63
Bill Pmt -Cheque	29/05/20	BACS	D.M.Dew	X	-776.20	-2,310.83
Bill Pmt -Cheque	29/05/20	BACS	HMRC	X	-226.87	-2,537.70
Bill Pmt -Cheque	29/05/20	BACS	N.Middleton	X	-72.00	-2,609.70
Bill Pmt -Cheque	01/06/20	Debit	EE Broadband	X	-36.67	-2,646.37
Total Cheques and Payments					-2,646.37	-2,646.37
Deposits and Credits - 1 item						
Deposit	27/07/20			X	297.00	297.00
Total Deposits and Credits					297.00	297.00
Total Cleared Transactions					-2,349.37	-2,349.37
Cleared Balance					-2,349.37	9,533.89
Uncleared Transactions						
Cheques and Payments - 1 item						
Bill Pmt -Cheque	10/03/20	2475	R B Legion		-50.00	-50.00
Total Cheques and Payments					-50.00	-50.00
Total Uncleared Transactions					-50.00	-50.00
Register Balance as of 01/06/20					-2,399.37	9,483.89
Ending Balance					-2,399.37	9,483.89

14/06/20 Monthly statement of accounts report

11:44 AM
01/06/20
Accrual Basis

**Stanford in the Vale Parish Council
Statement of Accounts - Summary
As of 1 June 2020**

	1 Jun 20
ASSETS	
Current Assets	
Cash at bank and in hand	
Current Account - TSB	
Reserves - NP	152.00
Current Account - TSB - Other	9,034.89
Total Current Account - TSB	9,186.89
Redwood 35 Day Savings Account	
Reserves - Play Equipment Savin	750.00
Reserves - CIL Savings	2,285.12
Reserves - NP Savings	3,589.05
Redwood 35 Day Savings Account - ...	25,860.84
Total Redwood 35 Day Savings Account	32,485.01
Petty Cash	0.10
Total Cash at bank and in hand	41,672.00
Total Current Assets	41,672.00
NET CURRENT ASSETS	41,672.00
TOTAL ASSETS LESS CURRENT LIABILITIES	41,672.00
NET ASSETS	41,672.00
Capital and Reserves	0.00