



**Minutes of a meeting of STANFORD IN THE VALE PARISH COUNCIL
held on Wednesday 5th March 2025 at Stanford in the Vale Village Hall**

Present: Cllr Middleton (Chair) Cllr. Burls Cllr. Dixon (arrived 19:36) Cllr. Foulkes
Cllr. Howes Cllr. Isaacs Cllr. Kent Cllr. Lewis Cllr. Page Cllr. Silk

Claire Lewis (Clerk)

2 members of the public

01/03/25 To receive apologies
Cllr. Caul (VWHDC)

02/03/25 To receive Declarations of Interest from Cllrs on any agenda item
Item 17 –Cllr. Middleton (non pecuniary interest)

03/03/25 To receive, approve & sign as a true record, minutes of previous meeting 8 January 2025
ON THE RESOLUTION OF Cllr. Isaacs
SECONDED By Cllr. Silk
IT WAS RESOLVED that the minutes be accepted. All in favour

04/03/25 To receive report of County Councillor
Nothing received. **Action:** Cllr. Isaacs to chase up payment of County Councillor priority fund

05/03/25 To receive report of District Councillor
Cllr. Caul unable to attend

06/03/25 Questions/comments from Parishioners

- A parishioner raised QEII plans. Phase 1 is for change of use from agricultural to recreational and levelling only. The drawing on the website of the proposed site layout (phase 2) is aspirational – there will be further consultations with the community before implementation of phase 2.
- A candidate for the county council elections discussed issues raised by residents – the speed limit on A417, roadworks at River Meadow, potholes, A417 at Challow. Positive feedback on 20mph zone.

07/03/25 To receive report of Chairman inc. items for next agenda

- Our Community Woodland Volunteer has arranged a meeting with Wild Oxfordshire on the morning of 25th March to explore opportunities for hedgerow enhancements under their Hedgerow Heroes programme. If any other councillors would like to attend (I will be unable to) please contact either me or Cllr Isaacs.
- I have asked the county council's digital infrastructure team to investigate the lack of response on the advertised 24-hour response phone number when Openreach cut through phone cables on

Signed.....

Date.....

Cottage Road last month. I have put the OCC officer in touch with the affected parishioners so he can speak to them directly.

- I have replied to the young parishioner who wrote to us about the potential for using Hatford Quarry as a mountain bike park once quarrying operations have finished.
- I have received confirmation that the county council's archaeologist will not require any further trenching work on the QEII Field. Our contractors are awaiting his comments on their final report before issuing it.
- I have written back to Butler and Duke to thank them for their donation towards the QEII Field archaeology work.
- Cllrs Page, Isaacs, Lewis and I met to discuss plans for a replacement skate park. Cllr Page has offered to scope potential suppliers and designs (bearing in mind a tender process will be necessary) while Cllr Isaacs is exploring funding opportunities. Cllr Silk has also offered to help. In addition, we have one parishioner willing to assist, whose details I have forwarded to Cllr Page. We will report back to council as and when we make further progress.
- Our gardening contractor has started on clearing Jubilee Gardens and on making a design for a new layout.
- We are waiting to hear back from the football club on confirmation of a few outstanding queries (none of which are expected to be blocking issues) before we are ready to sign the new lease (deadline 27th April 2025). Cllr Isaacs will contact the club to chase progress.

08/03/25 To receive correspondence and Clerk's Report

Correspondence – relevant copies are in the meeting correspondence folder

1. OALC newsletter
2. Community First newsletter
3. Oxfordshire County and districts have joined together to deliver Local Area Energy plans – email in folder
4. A parishioner has written regarding the verge erosion along Chapel Road, which is particularly bad in front of the flower barn. **Action:** Cllr. Isaacs to investigate rocks to protect the verge as part of way marker work and will contact the resident. Clerk to send parishioner's email to Cllrs. Isaacs and Kent.
5. Butler and Duke have offered to reseed the 'triangle' opposite the development, on the edge of Upper Green, when their work is finished.
6. A parishioner has sent Cllr. Isaacs an inspiring document of biodiversity ideas for the QEII field – copy in the folder.

Clerk's report

1. Applied for 2 x SIDs from Police and Crime commissioner fund.
2. VWHDC will monitor footpath 361/9/10 at Penstones to establish if a bin is required. They will replace the bin on Horsecroft/Green Lane that was removed last year. **Action:** Clerk to contact district to request larger bin at Horsecroft/Frogmore Brook, which always overflows.
3. S106 archaeology draft funding agreement has been circulated to Cllr. Lewis, Middleton and Isaacs for comment.
4. I have placed the order on 5-6 week call-off for the teen shelter, in cobalt blue. I will line it up with ARD's availability for installation.
5. ARD team are coming onsite tomorrow to assess the skate park and teen shelter removal. **Action:** Clerk to seek reduction on groundwork pricing.
6. OCC have confirmed that a temporary crossing and speed limit reduction will be in place during the roadworks outside River meadow. I have been unable to get a copy of the schedule.
7. I have asked VWHDC Planning if permission is required for a new fence at the football ground. The response is due by Friday 7th March.
8. Recent planning decisions:
 - a. P24/V2546/LB and P24/V2545/HH – Manor Farm alterations - granted
 - b. P24/V2593/N8A – Village Hall solar – prior approval not required

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- c. P24/V2685/LB – 12 Church Green replacement windows - granted

09/03/25

To discuss Planning Applications:

- a) P25/V0358/HH - **Cromwell House High Street** - replace single storey extension
ON THE RESOLUTION OF Cllr. Isaacs
SECONDED By Cllr. Silk
IT WAS RESOLVED that the Parish Council **supports** the application
- b) P25/V0107/LB and P25/V0106/FUL – **Mill Farm** - conversion of farm building to annexe
ON THE RESOLUTION OF Cllr. Isaacs
SECONDED By Cllr. Silk
IT WAS RESOLVED that the Parish Council **responds** to the application as follows: SITV PC does not object to the principle of an upstairs second bedroom and en-suite. However, the retained ground floor bedroom should have natural light, and the additional roof windows should match those from the approved scheme.

10/03/25

To approve Accounts for Payment

11:54 AM
03/03/25

**Stanford in the Vale Parish Council
Reconciliation Detail
Current Account - TSB, Period Ending 28/02/25**

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Beginning Balance							43,431.77
Cleared Transactions							
Cheques and Payments - 15 items							
Bill Pmt -Cheque	28/01/25	BACS	Justin Riggs Mill Fa...	QEII Topping	X	-739.80	-739.80
Bill Pmt -Cheque	28/01/25	BACS	Penny's Garden Ma...	Gardening, compost, plants	X	-430.30	-1,170.10
Transfer	31/01/25			CIL to general AMTS tree works	X	-6,960.00	-8,130.10
Bill Pmt -Cheque	02/02/25	BACS	Yu Energy	Floodlight bill	X	-115.78	-8,245.88
Bill Pmt -Cheque	02/02/25	BACS	Community First Ox...	Annual membership fees	X	-70.00	-8,315.88
Bill Pmt -Cheque	02/02/25	BACS	A.Bailey	QEII Tree supplies	X	-58.91	-8,374.79
Bill Pmt -Cheque	02/02/25	BACS	HJ Webb & Son	Paint, wood preserver and brushes	X	-58.72	-8,433.51
Bill Pmt -Cheque	02/02/25	BACS	Claire Lewis (Expen...	ICO and Land registry	X	-47.00	-8,480.51
Bill Pmt -Cheque	02/02/25	BACS	CPRE	2025 Membership	X	-36.00	-8,516.51
Transfer	13/02/25			Transfer to Unity Trust	X	-12,889.97	-21,406.48
Transfer	13/02/25			Transfer to Unity Trust	X	-7,110.03	-28,516.51
Transfer	13/02/25			CIL to general for play fort	X	-1,537.20	-30,053.71
General Journal	28/02/25	2021-...	Claire Lewis	65hrs @ SCP 22	X	-1,351.18	-31,404.89
General Journal	28/02/25	2021-...	HMRC - PAYE & NI	NI contributions	X	-216.01	-31,620.90
Bill Pmt -Cheque	28/02/25	BACS	Stephen Rolls	Litter picking wages	X	-208.00	-31,828.90
Total Cheques and Payments						-31,828.90	-31,828.90
Deposits and Credits - 3 items							
Transfer	31/01/25			Funds Transfer	X	6,960.00	6,960.00
Payment	12/02/25		HM Customs & Exci...	Oct 24-Jan25 VAT reclaim	X	1,879.45	8,839.45
Transfer	13/02/25			Balance of £20k for play fort	X	1,537.20	10,376.65
Total Deposits and Credits						10,376.65	10,376.65
Total Cleared Transactions						-21,452.25	-21,452.25
Cleared Balance						-21,452.25	21,979.52
Register Balance as of 28/02/25						-21,452.25	21,979.52
Ending Balance						-21,452.25	21,979.52

ON THE RESOLUTION OF Cllr. Howes
SECONDED BY Cllr. Kent
IT WAS RESOLVED that the Parish Council approves the accounts for payment. All in favour.

Signed.....

Date.....

11/03/25

To approve Monthly Statement of Accounts

11:57 AM

Stanford in the Vale Parish Council Statement of Accounts - Summary

03/03/25

Accrual Basis

As of 28 February 2025

	28 Feb 25	31 Jan 25
ASSETS		
Current Assets		
Cash at bank and in hand		
Unity Trust Instant Access		
Reserves - S106	12,889.97	0.00
Reserves - CIL	7,110.03	0.00
Total Unity Trust Instant Access	20,000.00	0.00
Current Account - TSB		
Reserves - Comm. Garden	1,645.00	1,645.00
Reserves - Security	857.08	857.08
Reserves - CIL	0.00	8,647.23
Reserves - NP	145.10	145.10
Reserves - S106	1,565.84	14,455.81
Current Account - TSB - Other	17,766.50	16,511.45
Total Current Account - TSB	21,979.52	42,261.67
Redwood 35 Day Savings Account		
Reserves - CIL Savings	80,833.23	80,833.23
Reserves - NP Savings	3,589.05	3,589.05
Redwood 35 Day Savings Accoun...	268.80	8.11
Total Redwood 35 Day Savings Acc...	84,691.08	84,430.39
Total Cash at bank and in hand	126,670.60	126,692.06
Total Current Assets	126,670.60	126,692.06
NET CURRENT ASSETS	126,670.60	126,692.06
TOTAL ASSETS LESS CURRENT LIABILI...	126,670.60	126,692.06
NET ASSETS	126,670.60	126,692.06
Capital and Reserves	0.00	0.00

ON THE RESOLUTION OF Cllr. Kent

SECONDED By Cllr. Lewis

IT WAS RESOLVED that the Parish Council approves the monthly statement of accounts. All in favour.

12/03/25

To review the preschool lease 2025 increase

ON THE RESOLUTION OF Cllr. Isaacs

SECONDED BY Cllr. Kent

IT WAS RESOLVED that the lease increases with RPI and the PC will counterbalance the increase with a grant. All in favour.

13/03/25

To approve budget for floodlight adjustments at Football Club

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Isaacs

IT WAS RESOLVED that that the PC allocates a budget of £6000 from CIL to replace all existing floodlights with LED. All in favour. **Action:** Clerk to progress with contractor

14/03/25

To agree budget for teen shelter groundwork & installation

The budget was agreed upon in the February meeting. The Council reviewed the groundwork quotes and decided to proceed with ARD, taking into account both the financial and scheduling considerations.

15/03/25

To agree budget for mower service

Signed.....

Date.....

ON THE RESOLUTION OF Cllr. Isaacs
SECONDED BY Cllr. Page
IT WAS RESOLVED up to £1000 is allocated for mower annual service and parts.
All in favour. **Action:** Clerk to schedule service

16/03/25 To consider funding a waste bin in the Village Hall car park

Carry over – Cllr. Lewis will speak to Cllr. Caul

17/03/25 To agree which charities will receive the £250 24/25 budget donation

ON THE RESOLUTION OF Cllr. Isaacs

SECONDED BY Cllr. Howes

IT WAS RESOLVED that the Parish Council donates £150 to VCI, £50 to Sobell House and £50 to MyVision Oxfordshire. All in favour with one abstention.

Action: Clerk to add discussion on increasing donation budget to future agenda

18/03/25 Wayfinder Trail design:

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Silk

IT WAS RESOLVED that the agreement of the locations and final design sign-off are delegated to the Public Work of Art working group.

19/03/25 To consider appointing a Parish Council solicitor

Action: Cllr. Silk to make enquiries

20/03/25 To consider reseeding the Bow Road ditch area with the wildflowers

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr.

IT WAS RESOLVED that the PC allocates up to £200. All in favour. **Action:** Clerk to ask gardening contractor which is appropriate seed mix

21/03/25 To agree membership of QEII Field Project working group

ON THE RESOLUTION OF Cllr. Middleton

SECONDED BY Cllr. Howes

IT WAS RESOLVED that Cllr. Isaacs, Lewis, Foulkes, Silk and Middleton form the QEII working group.

22/03/25 To review contractor risk assessments

Cllr Page has completed risk assessments with contractor, with a series of actions arising.

Action: Clerk to add agenda item of recommended actions to the April meeting

23/03/25 To agree date and budget for strategy meeting

Meeting to be held 8th March at 9am.

24/03/25 To consider Olly Glover MP request for regular article in newsletter

The parish council does not approve the request for a regular article as it wishes to remain apolitical.

Action: Clerk to email response.

25/03/25 To approve any training requests

ON THE RESOLUTION OF Cllr. Page

SECONDED BY Cllr. Isaacs

IT WAS RESOLVED that the Parish Council allocates £20 to chainsaw training for the handyman. All in favour.

26/03/25 Provisional date of next meeting – Wednesday 2nd April 2025

27/03/25

Questions/comments from parishioners

- What is the County Council doing to press for the A417 at Mellors to be resolved.
Action: Cllr. Howes to write to the OCC cabinet member for transport and copy in the Chief executive.
- Causeway on path to Penstones is now completed
- Very positive SID feedback for 20mph zone so far – including reduction in speeds.
- Finance and planning meeting likely before April 1st, to approve spending on playground equipment this financial year.

Meeting finished at 9.59pm

Signed.....

Date.....