

**Minutes of a meeting of the STANFORD IN THE VALE PARISH COUNCIL held on Wednesday 6<sup>th</sup> June 2018 in Stanford Village Hall**

**Present:** Cllr.P.Lewis (Chair) Cllr. Warren Cllr.Gill Cllr.Isaacs Cllr.Jenkins  
Cllr. Bailey Cllr.Jackson Cllr.N.Lewis Cllr.Sharp (VWHDC)  
D.M.Dew (Clerk) 4 Parishioners

**01/06/18 To receive apologies and reason if offered**

Cllr.Howes (Business) Cllr.Williams Cuss (Business) County Councillor

**02/06/18 To receive declarations of interest by Councillors on any agenda item**

Nil

**03/06/18 To receive, approve & sign as a true record minutes of previous meeting 2<sup>nd</sup> May 2018**

ON THE RESOLUTION OF Cllr. JENKINS  
SECONDED BY Cllr.WARREN  
IT WAS RESOLVED that the minutes be signed as a true record

**04/06/18 To receive report of County Councillor**

In the absence of the County Councillor an email received in reply to a previous question from Cllr.Isaacs was read. In reply to questions regarding improvements to junction at Pusey / A420 and warranty/guarantee on pothole repairs, the County Councillor stated that the junction was not a budget item and that regarding pot holes she would follow this up again.

**05/06/18 To receive report of District Councillor**

New leader of VWH District Council Cllr.R.Cox. It is intended to recalculate the social housing allocation points system. Questioned about Horsecroft planning had lapsed he will enquire but thought that due to amendments submitted it was probably still in force

**06/06/18 Questions/comments from parishioners**

Allotment holders using parishioner's drop kerb and parking on grass verge, parishioner concerned about "accident waiting to happen". This has been occurring for several years and both the parishioner and council chairman have spoken to the allotments officials and the police and have received conflicting responses. The chairman assured the parishioner that he will follow this up with the allotment committee again to understand what options may be possible.

**07/06/18 To receive report of Clerk**

Regarding the broken concrete fencing post at the football ground, clerk had attempted to obtain quotes from 6 companies and while only 2 had responded they had not supplied quotes. Our contractor had stated that it was beyond his capabilities to repair but had later suggested that he

could do so with concrete and shuttering although this was thought by council not to be advisable. Council requested that the companies be asked again to quote.  
Vandalism – again the notice boards had been targeted either by notices being forced through or ball games. Dog signs removed again

#### **08/06/18 Report of Chairman inc items for next agenda**

Back in touch with Ede Homes pressing for the sweeping of Bow Road and full reinstatement of their failed repairs. Had some pushback to date, with the suggestion that the matter will have to wait until the site building director returns from annual leave. I have highlighted that this has been “on request” for the last 3 months, so it seems unreasonable to now have to delay further. I have also been chasing SSE regarding their reinstatement of the High Street & Sheards Lane – it was suggested that these would happen at the end of May, but that’s clearly not the case! Separately, I’m still waiting to hear back from OCC Highways in terms of protecting the verge at Upper Green / Cottage Road junctions.

You’ve already heard that I had some correspondence in relation to the allotments & have spoken with the PCSO from Thames Valley Police who felt that it wasn’t a police matter. I’ve also received an e-mail from a parishioner, offering his assistance with the QEII recreation field – he is the Director of Sport at a local private school – I will forward to the relevant sub-committee members.

I’ve been working with the clerk on the last matters to finalise the accounts for auditing, these have been circulated and we will discuss those later.

Play Area cleaning – Darren has attempted to resolve with the pressure washer/patio cleaner, to no avail – he now intends to try another idea, but we may need to engage a 3<sup>rd</sup> party. Jubilee Gardens – thanks to Cllr Jenkins who has offered to assemble a working party to deal with the ivy. There was a suggestion that we laid weed control fabric across the whole, but there are numerous “good” flowers & bulbs already in place. I’ve managed to clear some of the nettles and suggest that we need to cut the ivy right back with hedge trimmers in late summer, and potentially try a ground clearance weed killer once the ivy is the only plant still in leaf.

Not a PC matter per se, but I am still trying to progress the S106 application for the funds to the Village Hall – the person I was dealing with has now left, and Vale are now looking for me to provide multiple quotes etc. for the proposed works – this appears to be illogical governance, as quotes were provided when the monies were agreed at the time of planning permission.

I’ve also been contacted by the parishioner who tends the flower box on Bow Road – this needs a temporary repair whilst we wait for the new ones – I would appreciate it if someone else could deal with this? *Thanks to Cllr Jenkins for taking this on*

QEII Easement – There was a minor blip with HM Land Registry querying both our and OCC’s signing authority, but this has been resolved and I received confirmation yesterday that the easement is now fully registered which brings the matter to a close.

Finally – two things caught my eye in recent updates from the Clerk – but I don’t have the capacity to deal with either – 1) OCC Parish & Town Council forum (no details but assume they’re using the Vale model which works well) – would be good to ensure we have a presence there and 2) TOE biodiversity funding – could be way to fund a site off High Street?

#### **09/06/18 To receive correspondence**

OCC Councillor Priority Fund – To be kept on file as had been circulated to Councillors.  
Annual playareas inspections – RoSPA and Play Inspections – To be discussed during R & L committee report

10/06/18 To receive report of Recreation & Leisure Committee

		Action
1	<b>Apologies</b> – None	
2	<p><b>Action following PG report to PC</b></p> <p><b>Village Hall Play Area</b></p> <ul style="list-style-type: none"> <li>• <b>Climbing log and Swing</b> – Wet pour has been raised up again and needs to be repaired asp.</li> <li>• <b>Green Mat in Toddler Play area</b> – Needs to be washed with a wet vacuum cleaner. SJ can get one</li> <li>• <b>Garden (inside play area)</b> – tidied up by Darren but need to check if school Gardening Club going to do further work</li> <li>• <b>Garden Sign</b> – need cleaning and painting on metal edging. SJ to look into.</li> <li>• <b>Main Gate</b> – needs adjusting. Darren to be asked to do this. Cost for a replacement gate to be looked into.</li> <li>• <b>Climbing Frame</b> – Metal handle has been vandalised and removed. PG to repair</li> </ul> <p><b>Skate Park</b></p> <ul style="list-style-type: none"> <li>• <b>Skate Park Metal Sheets</b> – These need to be welded asp for health and safety reasons. Darren has recommended someone to do this at a possible cost of £200.00 a day. All agreed that PG contact this person to get the sheets repaired. When repairs done Scouts to be contacted about repainting – Tina Jenkins had offered to monitor the Scouts</li> <li>• <b>Ramp and Kick Wall</b> – When welding repairs done Marine Ply can be bought from Webbs. Simon Jenkins has offered to do this SJ offered his help if required.</li> <li>• <b>Replace Floodlight bulbs</b> – Mike to be asked to look up the previous 'Floodlight Invoice' to see who to contact. SJ will then contact.</li> <li>• <b>Weeds on the tarmac on the MUGA</b> – The tarmac needs to be power washed and weed killer added.</li> </ul>	<p><b>PG</b></p> <p><b>PG &amp; SJ</b></p> <p><b>JW</b></p> <p><b>SJ</b></p> <p><b>DR</b></p> <p><b>PG</b></p> <p><b>PG &amp; TJ</b></p> <p><b>SJ</b></p> <p><b>JW and SJ</b></p> <p><b>Darren</b></p>
	Parish Council to be asked to add a budget pot for the repairs and maintenance of the various playground equipment.	
3	<p><b>Inspections</b></p> <p>KWC happy to continue with the weekly inspections of the Recreation field by the Village Hall.</p> <p>SJ and PG to inspect the MUGA and Skate Park. PG will continue for the summer months and e mail KWC if any problems.</p> <p>Any Health and Safety issues need to be repaired asp. ROSPA Inspection is due. Mike is possibly looking into getting another firm to do this inspection.</p>	<p><b>KWC</b></p> <p><b>SJ and PG</b></p>

	<b>Nursery End</b> – Bolders are still there <b>Forest Grove</b> – VWHDC cut the grass and monitor the play area.	
4	<b>Grants / Future ‘play’ requirements</b> <ul style="list-style-type: none"> <li>• There is a BBQ Festival event being organised on 11<sup>th</sup> August at the Football Club where 1/3 of money raised to go to replacing the Wooden Fort. Quotes and designs being looked at. The rest of the money raise to go to ‘First Responders’ and ‘Air Ambulance’</li> <li>• Quotes to be sought to resurface the whole area in the Recreation Field by the Village Hall – including the toddler play area</li> <li>• Grants for new equipment being researched, especially for adult trim trail equipment.</li> </ul>	<b>SJ and KWC</b>  <b>SJ</b>  <b>KWC</b>
5	Advert for an extra helper to go in newsletter again to help get the repairs done quicker – especially for any jobs Darren says he will not be able to do. Darren needs to be given a list of the work needed, in order of priority- possibly to be given a service agreement	<b>JW and KWC</b>  <b>PG</b>
6	<b>Next meeting</b> – Wednesday 18 <sup>th</sup> July at 7.30 pm	

### Action List for Darren

<b>A – Priority</b>	<b>B</b>
Wet pour around climbing log and swing	Wet vacuum clean in Toddler Play area – Cleaner from SJ
Main gate in recreation field needs adjusting	Tarmac at MUGA needs power washing and possibly weed killer put down.
Fence by the entrance to the Village Hall needs replacing	

Clerk reported 2 items of correspondence received from RoSPA and Play Inspections regarding annual inspection of playareas. Council had not been satisfied with the RoSPA inspection and admin last year and as both companies fees are similar

ON THE RESOLUTION OF Cllr.ISAACS

SECONDED BY Cllr.WARREN

IT WAS RESOLVED that THE PLAY INSPECTION COMPANY be trialled this year

Cllr.Isaacs asked about the problems at the skate park. Chairman said that he had spoken to the welder contractor and was satisfied that despite allegations that nothing untoward regarding abusive language had taken place, young people had been asked to move for their own safety. Regarding replacing the wooden fort Cllr.Isaacs recommended that the original fort be removed before a grant application is made.

OCC meeting 19<sup>th</sup> September – Cllr.Jenkins and Cllr Bailey to attend

**11/06/18 To discuss planning**

**P18/V 1068/HH 27 Spencers Close SN7 8NG** *Proposed replacement of existing conservatory with single storey extension*

ON THE RESOLUTION OF Cllr.JENKINS

SECONDED BY Cllr. ISAACS

IT WAS RESOLVED that there were NO OBJECTIONS to this application

**12/06/18 To discuss and approve Accounting Statements for Moore Stephens External Audit**

ON THE RESOLUTION OF Cllr.ISAACS

SECONDED BY Cllr.GILL

IT WAS RESOLVED that the accounting statements be approved

Cllr.Isaacs asked about the assets listing of the preschool value £1. This is a nominal value entry relating to the land (only) since the building will not become a full PC asset for 25 years

**13/06/18 To approve accounts for payment**

1 <sup>st</sup> May	P.Lewis	Playarea Cleaner	5.99
2 <sup>nd</sup> May	H.J.Webb & Sons	Fencing	8.34
25 <sup>th</sup> May	D.M.Dew	Salary	801.05
25 <sup>th</sup> May	C.Stallard	Litter Pick	60.00
25 <sup>th</sup> May	HMRC	PAYE & NI	241.50
25 <sup>th</sup> May	CPN Gill	Petrol Strimmer	31.66
25 <sup>th</sup> May	Stanford Village hall	Hall Hire	30.50
		Neighbourhood Plan	6.40

**14/06/18 To approve monthly statement of accounts**

**Cash at Bank**

Beginning balance		12,428.10
Cleared transactions		
Cheques & payments	-6,850.70	
Deposits & Credits	<u>12,067.00</u>	
Total Cleared transactions	<u>5216.30</u>	
Cleared Balance		17,644.40
Uncleared transactions		
Cheques & payments	-1,171.11	
<b>Registered &amp; Ending balance as at 25/05/18</b>		<b><u>16,473.29</u></b>

**30Day Notice Business Account**

Beginning balance		2,904.23
Cleared transactions		
Deposits & Credits	0.24	
Total cleared transactions	<u>0.24</u>	
<b>Registered &amp; Ending balance as at 25/05/18</b>		<b><u>2,904.47</u></b>

### Neighbourhood Plan

1432.00

**15/06/18      To receive report of Environmental Committee**

Had met with District Councillor Sharp and 2 officers from VWHDC to discuss footpath from Ede homes. It had been suggested that it became a Dedicated footpath  
Woodland is looking very good and there is consideration regarding planting fruit trees  
Correspondence received from VWHDC regarding planning permission, Permitted Development to remove pylons. Cllr.Sharp to follow up  
Still problems with DWH (Nursery End) despite it being 2 years since first raising concerns with them and 8 months since visit with District Council Planning Enforcement. Enforcement have asked the PC to leave the matter with them, but we will update our audit list in the meantime.  
Some of the matters that are ongoing: There were still problems with fencing (lack of gates for mowing), VWHDC were not happy with safety elements. The boulders in the playarea still needed to be removed and VWHDC and DWH are aware that until this and the fencing is fixed we will not take over the area. Bird and bat boxes had not been installed and there were further discrepancies with what had been agreed with the Land registry

**16/06/18      To receive report of Neighbourhood Plan**

At the meeting on 4<sup>th</sup> June we discussed the display we will be presenting at the Summer Festival (A Time Line of the NP and the most up to date information from the past year)  
Also discussed the landscape character areas around the parish. Bluestone Consulting have sent us (via the vale Team) various documents on landscape character to assist which we will be sharing at our next meetings as well as the policy objectives on sustainability and Quality of design.  
Next meetings: 2<sup>nd</sup> July – 23<sup>rd</sup> July – 6<sup>th</sup> August

**15/06/18      To receive report of Public Work of Art Liaison Working Party**

The notice board will be completed with the current artist. Further work will be placed with other artists

**18/06/18      To receive report of Millennium Green Trust**

AGM 20<sup>th</sup> July 2018. New trees have been staked. New door for mower shed awaiting quotes  
  
Resolution Cllr.Jenkins Seconded Cllr.Bailey – Meeting closed  
Parishioner attendee volunteer for gardening. Name passed to Cllr.Jenkins

Resolution Cllr.Isaacs seconded Cllr.Bailey – Meeting re-opened

**19/06/18 To receive report of Data Protection Officer**

Meeting 4<sup>th</sup> July 2018

**20/06/18 QEII Field To discuss approve next steps ref: pylon relocation & levelling**

As previously stated regarding planning. Contractor still available to dig cable trench free

**21/06/18 Date of next meeting**

4<sup>th</sup> July 2018

**22/06/18 Questions/comments from parishioners**

Contractor's hourly rate (increase requested) and submission of time sheet. Councillors found irregular submissions difficult to track accurately. Item to next agenda  
WW1 commemoration 11<sup>th</sup> November 2018 – Item to next agenda  
Repairs to Village Hall Fencing - ASAP