

**Minutes of a meeting of STANFORD IN THE VALE PARISH COUNCIL held remotely on
Wednesday 2nd June 2021**

Present: **Cllr. Middleton (Chair)** **Cllr. Lewis** **Cllr. Isaacs**
 Cllr. Bailey **Cllr. Jenkins** **Cllr. Dixon (@2050)**
 D.M. Dew (Clerk) **Cllr. Ash (OCC)** **Cllr. Boyd (VWHDC)**

01/06/21 To receive apologies and reason (If offered)

Cllr. Williams Cuss (Business) Cllr. Warren (Personal) Cllr. Howes (Business)
Cllr. Williams (Business)

02/06/21 To receive Declarations of Interest from Cllrs on any agenda item

Item 12 Accounts for payment – Cllr. Middleton, Cllr. Lewis.

**03/06/21 To receive, approve & sign as a true record minutes of Annual Parish Meeting 5th
May 2021**

Minutes not yet circulated.

Item to next agenda.

**04/06/21 To receive, approve & sign as a true record minutes of Annual Meeting of the Parish
Council 5th May 2021**

ON THE RESOLUTION OF Cllr. BAILEY

SECONDED BY Cllr. JENKINS

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

Cllr. ISAACS abstained as he had not received a copy

05/06/21 To receive report of County Councillor

Election on 6th May complete. Change of leadership and cabinet. Expect some delays as a new Cabinet leads get to grips with their new briefs. Induction programme for new County Councillors fully under way.

Cllr. Ash requested that we minute a vote of thanks to former Cllr. Anda Fitzgerald O'Connor for her public service as a County Councillor.

Cllr. Ash introduced herself and offered the Parish Council an effective model for working together. She would like to know Council's three top priorities for action.

Cllr. Ash also shared that she was pleased to meet with those preparing local newsletters as she would like to support residents in using the effective resources in place. For example, residents can pass on any issues with potholes via www.fixmystreet.co.uk, which goes directly to the County Council; she has successfully tested it recently and it works well.

Vaccine update from OCC. Generally trending in the right direction with a steady decrease in new cases and no deaths or hospital cases.

On Covid recovery and local Govt. face-to-face meetings, the Govt. has opened a 12 week consultation so that Cllrs. and residents who want to have their say or pass on recommendations can do so. Cllr. Ash shared that Government is encouraging all those in local Govt. to complete it, as whilst face-to-face meetings have their value she thinks it will benefit Parish Councils and others to at least have the opportunity to conduct some official business via online means. It will widen participation from those with caring responsibilities and during, for example, the winter months or holiday months. Consultation closes on 17th June 2021.

Unauthorised encampments update – South & Vale. Nothing to report.

In response to the request for the top three priorities:

1. Cllr. Lewis raised the issue of flooding outside the Co-Op and asked for Cllr. Ash's assistance in progressing matters with OCC.

2. Cllr. Middleton raised the issue of response times for FixMyStreet reports and perceived difficulty in ascertaining the status of reported defects.
3. Cllr. Isaacs raised the Parish Council's project for a new recreation field in the village and invited Cllr. Ash to visit the site.

Cllr. Isaacs commended County Council Officer Arthur McEwan-James for his support in dealing with a local footpaths issue.

06/06/21

To receive report of District Councillor

Following Government guidance the Vale held its first face-to-face full Council meeting on Tuesday 18 May 2021. This was the AGM and included appointments to committees and confirmation of the Cabinet recommendations for three Neighbourhood Development Plans, which went to Referendum on 6 May 2021. The NDP for Shrivenham was confirmed.

Town and Parish Councils will continue to be informed with regular Covid updates and we would encourage you all to keep a watching brief on the Vale's website for updated information:

www.whitehorsedc.gov.uk

PLANNING – As reported in the April report, the full Council meeting on 24 March agreed that the Vale would join with South Oxfordshire DC to develop a Joint Local Plan up to 2041. The initial stages of the work have begun and part of the work includes a Call for Sites in the Vale. This information is now on the Vale website and gives a complete breakdown of land that has been submitted for consideration as suitable for development. Please note that the land submitted does not give planning permission or confirmation that the sites are suitable for development. The register may be found as part of the Joint Local Plan 2041 webpage. South Oxfordshire District Council Local Plan is 4 years behind the Vale's, which expires in 2031, and as a result there has not been a call for sites as yet

Further to the reminder last month regarding the Planning Call, if there are concerns about any planning application and the Parish Council wishes to call it in to Committee it is necessary to firstly discuss with either Simon or Elaine. Any discussion must be undertaken before the 28 days from the registration date has expired. The request to the Vale for call-ins is not necessarily granted.

CLIMATE EMERGENCY ADVISORY COMMITTEE – The next meeting of the CEAC will be held on 14 June 2021. The agenda will be published on the Vale website one week before the meeting. There is a new webpage on the Vale's website outlining action on climate and nature. It gives details of what is being done to tackle the climate emergency and the role of CEAC. Oxfordshire Friends of the Earth has published a report entitled "In case of Emergency" which includes what Councils have done since declaring a Climate Emergency. The report calls for action including training. The Vale continues to make strides to ensure they tackle the challenge which is a priority in the Corporate Plan 2020-2024.

BIFFA – BIFFA are currently experiencing staffing difficulties particularly with qualified HGV drivers. Please be patient if bins aren't emptied at the usual times or indeed the usual day. As always please leave your bins out and they will be emptied as soon as practicable.

GARDEN WASTE SERVICE – The garden waste (Brown Bin) service has been closed to new applicants for a number of months. It is anticipated that this will re-open in the next few weeks.

CIVIL PARKING ENFORCEMENT - The County Council is still awaiting confirmation from Central Government regarding the delegation of powers. It is anticipated that the new arrangements will be in place by the end of this year.

NEW INITIATIVES

The Vale has launched an **AIR QUALITY SUPERHERO** competition for primary school children to design a superhero to tackle air pollution. The council will award a new micro scooter to the winner. Details are on the Vale website and the deadline for entries is 5 June.

LITTER BUG DETECTIVES ACTIVITY – From Saturday 29 May to Saturday 5 June the Council is running a new Litter Bugs Detectives Trail in four parks across the South and Vale. More information on the Vale website.

WHITE HORSE COMMUNITY LOTTERY - The Vale will launch its new Community Lottery on Monday 14 June. The Lottery will have a weekly jackpot of £25,000 and will be available for residents to play online. The Lottery is being run by Gatherwell on behalf of the Vale. Any community groups and charities operating in the Vale wishing to register interest and find out more should email: communityenablement@southandvale.gov.uk.

Cllr. Boyd is dealing with local casework and will continue to work with residents on a range of issues, including the Lagan Homes Development (bin collections and bin storage) and the old oil tank off Joyce's Rd, to get these resolved. Complaints received of a noisy bird scarer early in the morning, Cllr. Boyd will try to pinpoint where it is coming from.

Cllr. Middleton noted that the Parish Council had also been contacted about the bird scarer and that he had spoken to Vale's Environmental Health Officer, who has left messages with local farms. Cllr. Lewis has also spoken to a parishioner about it.

Cllr. Boyd asked about progress about the Parish Council's elections bill. Cllr. Lewis replied that the matter was with him.

Cllr. Isaacs asked about progress with the Bow Road to Horsecroft footpath. Cllr. Boyd is chasing Legal and Democratic services about it.

Cllr. Lewis clarified that the issue with bin collections on the development near Penstones/Horsecroft was that the promised central bin store had not been provided.

07/06/21 Questions/comments from parishioners

Nil

08/06/21 To receive report of Clerk

Council recognised the fact that the Clerk had brought to their attention the notification from NALC that face to face meetings were now to be held rather than virtual meetings, and that any decisions made during virtual meetings could be challenged.

Reported vandalism of notice boards – Village Hall board almost unusable. Repairs are in hand.

09/06/21 To receive report of Chairman inc. items for next agenda

Cromwell House planning application (P21/V0843/HH). The response was delegated to me (minutes ref: 15/05/12). I was informed by the District Council that the lack of listed building consent had been raised with applicant and the LB application was being validated by Vale at time of speaking. On behalf of Council, I submitted a response of no objections, subject to the Parish Council having the opportunity to provide comments on the accompanying Listed Building consent before the application is determined.

I submitted a response to CPRE on their flooding survey on behalf of the Environment Sub-Committee.

As noted under the District Councillor's report, I have spoken to the environmental health officer at Vale about the noisy bird scarer. Cllr. Lewis is also following up with parishioner.

I have emailed our Highways Officer re: careless driving in the village and she has put me in touch with the traffic team officer at OCC.

I responded to a parishioner on Nursery End re: concerns about the proposed footpath linking the Strategic Site to the village.

I requested a litter pick in the Strip Woodland from W&S and this has been carried out.

I attended a meeting with the PPC trustees to give them an update on our plans for new allotments on the QEII Field.

We received a query about the lack of tidiness on some land between Hunters Field and Manor Green. Thanks to Cllr. Lewis for clarifying ownership (not the Parish Council) and responding to the parishioner.

We received a query from a resident about the lime trees on Church Green and whether there was a risk of damage to neighbouring properties. Again thanks to Cllr. Lewis for replying. In parallel the Environment Sub-Committee is planning a tree survey.

Attendance at meetings & Councillors' workload: I realise some councillors will have more time than others and people may have particular periods when they have to step back for a while. I also don't want to have barriers to participation for those who have less free time but want to contribute to the community as a councillor. On the other hand, being a councillor does mean certain level of commitment – including trying to get to meetings when we can, and it is more difficult to function effectively and make decisions that reflect the collective view with fewer people at meetings. I would like to even out workload and we need to think about how we reassign tasks that former Cllr.

Jackson was doing. Suggestions are welcome.

Cllr. Isaacs concurred with the Chairman's comments on meeting attendance and expressed a desire to see a more even distribution of work with all councillors engaged. Cllr. Bailey expressed support for trying to share out the workload amongst councillors.

10/06/21 To receive correspondence

As circulated to Council.

Thanks to Cllr. Lewis for dealing with an enquiry about the bus service in the village and also about the lime trees on Church Green (see Chairman's report).

Cllr. Middleton asked about correspondence from the previous meeting related to defibrillators which did not appear to have been circulated (minutes ref: 14/05/21). Clerk to circulate to Chairman and Deputy Chairman.

11/06/21 To discuss Planning Applications

P21/V1259/LB – Cromwell House 41 High Street

ON THE RESOLUTION OF Cllr. MIDDLETON

SECONDED BY Cllr. ISAACS

IT WAS RESOLVED that there were NO OBJECTIONS to this application subject to the listed stone mullion window on the rear elevation being retained as a listed feature

P21/V1236 /HH – 5 Cottage Road

ON THE RESOLUTION OF Cllr. MIDDLETON

SECONDED BY Cllr. ISAACS

IT WAS RESOLVED that there were NO OBJECTIONS to this application subject to the concerns over the level of visibility the balcony would afford over the private gardens of both neighbouring properties, and also potentially the property located at number 3. We do not however object to the principle of the extension, subject to resolving these concerns.

Cllr. Dixon abstained, not being involved previously.

12/06/21

To approve accounts for payment

11:50 PM

31/05/21

Stanford in the Vale Parish Council
Reconciliation Detail
 Current Account - TSB, Period Ending 31/05/21

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						14,344.65
Cleared Transactions						
Cheques and Payments - 13 items						
Bill Pmt -Cheque	25/05/21	BACS	SSE (Swalec)	X	-31.58	-31.58
Cheque	28/05/21	BACS	D.M.Dew	X	-823.15	-854.73
Bill Pmt -Cheque	28/05/21	BACS	D Rolls	X	-627.67	-1,482.40
Bill Pmt -Cheque	28/05/21	BACS	Anthony Stiff Assoc...	X	-363.00	-1,845.40
Cheque	28/05/21	BACS	HMRC - PAYE & NI	X	-246.09	-2,091.49
Bill Pmt -Cheque	28/05/21	BACS	N.Middleton	X	-78.00	-2,169.49
Bill Pmt -Cheque	28/05/21	BACS	Community First 1	X	-70.00	-2,239.49
Bill Pmt -Cheque	28/05/21	BACS	Foxtail Garage Ltd	X	-56.84	-2,296.33
Bill Pmt -Cheque	28/05/21	BACS	Oxfordshire Playing...	X	-53.00	-2,349.33
Bill Pmt -Cheque	28/05/21	BACS	P.Lewis	X	-44.95	-2,394.28
Bill Pmt -Cheque	28/05/21	BACS	P.Lewis	X	-26.47	-2,420.75
Bill Pmt -Cheque	28/05/21	BACS	K.Middleton	X	-25.00	-2,445.75
Bill Pmt -Cheque	28/05/21	BACS	P.Lewis	X	-23.78	-2,469.53
Total Cheques and Payments					-2,469.53	-2,469.53
Total Cleared Transactions					-2,469.53	-2,469.53
Cleared Balance					-2,469.53	11,875.12
Register Balance as of 31/05/21					-2,469.53	11,875.12
Ending Balance					-2,469.53	11,875.12

Cllr. Dixon suggested that, in future, when payments are made to councillors the nature of the payment should be included in the accounts for payment. Cllr. Lewis (RFO) agreed to endeavour to do this in future.

Cllr. Lewis clarified the payments to councillors from this month's accounts: weed burner (Cllr. Lewis, £44.95); chalk paints (Cllr. Lewis, £26.47); boarding for infiltration testing (Cllr. Middleton, £25.00); and 'No Dogs' stencil (Cllr. Lewis, £23.78).

ON THE RESOLUTION OF Cllr. ISAACS

SECONDED BY Cllr. BAILEY

IT WAS RESOLVED that the accounts for payment be approved

13/06/21

To approve monthly statement of accounts

10:18 AM

01/06/21

Accrual Basis

Stanford in the Vale Parish Council
Statement of Accounts - Summary
 As of 31 May 2021

	31 May 21	30 Apr 21
ASSETS		
Current Assets		
Cash at bank and in hand		
Current Account - TSB		
Reserves - NP	145.10	145.10
Current Account - TSB - Other	11,730.02	14,199.55
Total Current Account - TSB	11,875.12	14,344.65
Redwood 35 Day Savings Account		
Reserves - Play Equipment Savin	750.00	750.00
Reserves - CIL Savings	2,285.12	2,285.12
Reserves - NP Savings	3,589.05	3,589.05
Redwood 35 Day Savings Account ...	18,174.29	18,150.22
Total Redwood 35 Day Savings Account	24,798.46	24,774.39
Petty Cash	0.10	0.10
Total Cash at bank and in hand	36,673.68	39,119.14
Total Current Assets	36,673.68	39,119.14
NET CURRENT ASSETS	36,673.68	39,119.14
TOTAL ASSETS LESS CURRENT LIABILITIES	36,673.68	39,119.14
NET ASSETS	36,673.68	39,119.14
Capital and Reserves	0.00	0.00

ON THE RESOLUTION OF Cllr. ISAACS

SECONDED BY Cllr. MIDDLETON

IT WAS RESOLVED that the Monthly Statement of Accounts be approved

- 14/06/21 To review and approve accounting statements 2020/21 (AGAR Section 2)**
 Cllr. Lewis presented the accounting statements.
 ON THE RESOLUTION OF Cllr. ISAACS
 SECONDED BY Cllr. MIDDLETON
 IT WAS RESOLVED that the statement be approved
 With thanks to Cllr. Lewis for producing the statements.
- 15/06/21 To discuss/agree potential measures/mitigations to progress Council business lawfully if the temporary changes permitting virtual meetings are not extended**
 Cllr. Jenkins expressed a desire to continue with remote meetings to protect vulnerable councillors and members of the public.
 Cllrs. Bailey and Isaacs supported this position.
 Cllr. Lewis suggested that a simple documented risk assessment would be helpful in supporting the continuance of remote meetings. Cllr. Jenkins offered to do this.
 Cllr. Middleton supported the continuation of remote meetings but also pointed out that Council should be mindful of the risk of excluding parishioners who preferred to attend in person.
 ON THE RESOLUTION OF Cllr. MIDDLETON
 SECONDED BY Cllr. ISAACS
 IT WAS RESOLVED that the July Council meeting should be remote for the reasons previously minuted (20/05/21) and that the policy for subsequent meetings should be reviewed again at the July Council meeting.
Item to next agenda.
- 16/06/21 To consider Skate Park repairs replacement and to approve interim maintenance**
 Cllr. Lewis is still collating prices. Cllr. Isaacs offered to approach the PPC about the possibility of a grant.
Item to next agenda.
- 17/06/21 To discuss creation of Chairman's Fund**
Item to next agenda as: 'to discuss financial regulations'.
- 18/06/21 To consider/accept S106 funds for replacement noticeboards**
 Cllr. Lewis had been in conversation with District Council regarding the funds and has provided the paperwork that they requested. No decision from Council is required.
- 19/06/21 To discuss measures to deter careless driving in the village**
 Cllr. Jenkins has been in touch with neighbourhood policing about signs, and also neighbouring villages about signs and pooling knowledge and experience. Cllr. Dixon also offered to research signs. It was noticed that the Community Speedwatch has now restarted.
 Cllr. Middleton has been in touch with the OCC Traffic Team Officer (see Chairman's report).
 Cllr. Bailey offered to look at what traffic controls are planned for the Strategic Site and whether we can have any input.
Item to next agenda.
- 20/06/21 To receive report of Environmental Committee**
 As circulated to Council
- 21/06/21 To receive report of Recreation & Leisure Committee**
 Meeting scheduled for 17th June 2021. Councillor to be appointed to carry out weekly play area checks
- 22/06/21 To receive report of Neighbourhood Plan**
 Waiting for report from Planning Consultant

- 23/06/21 To receive report of Millennium Green trust**
Meeting to be arranged, to also include AGM
- 24/06/21 To receive report of Public Work of Art Liaison Working Party**
Nil
- 25/06/21 Provisional Date of next meeting**
7th July 2021
- 26/06/21 Questions/comments from Parishioners**
Cllr. Isaacs raised the issue of the sign outside The Grange and the need to progress the matter. Cllr. Lewis will set up an initial meeting prior to responding to The Grange.
Cllr Isaacs raised recent discussions with DWH about the Parish Council potentially taking ownership of an area of public open space in Nursery End.
Item to next agenda.
Some parishioners have requested that overgrown vegetation on the Cottage Rd to Van Diemen's footpath be cut back. This is in progress.
- 27/06/21 Confidential item – To discuss payroll procedures**