

Minutes of a meeting of STANFORD IN THE VALE PARISH COUNCIL
held on Wednesday 6th April at Stanford in the Vale Village Hall

Present: Cllr. Middleton (Chair) Cllr. Lewis@19.36 Cllr. Warren (left 20:40, returned 20:42) Cllr. Bailey Cllr. Dixon Cllr. Boyd (VWHDC) @19.59

01/04/22 To consider apologies and reason (if offered)

Cllr. Williams-Cuss (childcare issues)

Cllr. Isaacs (Illness)

Cllr. Howes (Illness)

ON THE RESOLUTION OF Cllr. Middleton

SECONDED BY Cllr. Warren

IT WAS RESOLVED that the apologies be accepted

Cllr Ash (OCC) also sent apologies

02/04/22 To receive Declarations of Interest from Cllrs on any agenda item

Cllr. Middleton Item 12 Accounts for payment

Item 11 Planning - Rectory House

Cllr Bailey Item 12 Accounts for Payment

03/04/22 To receive, approve & sign as a true record, minutes of previous meeting 2nd March 2022

ON THE RESOLUTION OF Cllr. Warren

SECONDED BY Cllr. Dixon

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

04/04/22 To receive report of Planning and Finance Committee

The report has been circulated and placed in the meeting folder on the shared drive and is also available on the Parish Council website in the minutes folder.

05/04/22 To receive report of County Councillor

Report as circulated to Council.

06/04/22 To receive report of District Councillor

Report as circulated to Council.

Cllr Boyd received very positive feedback on Cllr. Middleton's comments at the VWHDC Planning Committee Meeting on 30 March regarding P21/V2334/FUL, proposed development at the former Seven Acres Nursery Site. However, Cllr. Lewis noted that the aspects raised by Cllr. Middleton could have been conditioned in the approval but weren't. The District Council has declared a Climate Emergency which mandates sustainable development but is allowing development solely reliant on gas heating which will need to be retrofitted. It has failed to condition any other eco-friendly technologies, or to ask the developers to meet the Passive House standard. Cllr Boyd will meet with Cllr Middleton and Cllr Lewis to discuss further.

Cllr. Lewis noted that the new Joint Design Guide is generic and high level, removing all local design guides.

Cllr. Warren raised the issue of clearing the A417 footpath. Cllr Boyd will arrange to have it cleaned through Vale and flag to Cllr. Ash.

07/04/22 Questions/comments from parishioners

None received

08/04/22 To consider applicants for the Casual Vacancy and to co-opt a new Councillor

ON THE RESOLUTION OF Cllr. Middleton

SECONDED BY Cllr. Warren

IT WAS RESOLVED that Chantelle Dabek be co-opted as Parish Councillor

All voted in favour

09/04/22 To receive report of Chairman inc. items for next agenda

- Thanks to Cllr Dixon we now have the two speed indicator devices up and running. I would suggest that we contact the Speedwatch group to see if they would be willing to take on the task of regular movement of the devices. I have received a couple of complaints about the siting of the device on Church Green which have been placed in the shared drive for the council's consideration.
- I spoke at the planning committee meeting on 30th March regarding P21/V2334/FUL - Former Seven Acres Nursery Site Faringdon Road Stanford in the Vale. We objected to the application on the grounds of housing mix, play areas and sustainability (see planning and finance committee report, 24th March). The application was approved but we did secure a condition for a temporary fence around the play area until the established height of the hedge separating it from the A417 is reached.
- I have been to visit the School Gardening Club to talk to the organiser (Sue Finney) about making an application to the Vale of White House Climate Action Fund to enhance Jubilee Gardens (see agenda item 19).
- We have been approached by GMKC to discuss their plans for restoration of Shellingford Quarry and the possibility of linking it in with our aspirational plans for footpaths. We will progress this via the environment committee and report back to council.
- I have had interest from two school governors in joining our 20mph working party. I have circulated some suggested dates for a first meeting to the working party members.
- Cllrs. Isaacs, Warren and I attended a meeting with the football club to update them on our plans for the QEII Field.
- My thanks to Alethia Creighton and Kirsty Doughty for organising planting of two disease resistant elm saplings in the Community Woodland.
- We have had complaints about nighttime noise from Ocado lorries on Ware Rd from residents in the River Meadow development. I will follow up with Ocado.
- My thanks to Ilona Astell and Cllr. Bailey for organising the planting of an oak sapling to replace the fallen cherry tree on Chapel Road.

Additional matters raised by Councillors:

Cllr Dixon provided feedback from initial readings from the SID – max speed recorded so far is 70mph on High Street towards A417. Average speeds have gone down during the first week.

10/04/22 To receive Clerk's Report and correspondence

Correspondence

- The NALC is asking for feedback from parish councils on what they would like the NALC to be doing for them – see the letter in correspondence. The letter contains the email address for replies, which they would like by 30th April.
- Croft Meadow road surfacing to take place from April 19th. A road closure will be in effect for part of Horsecroft (TTRO T10084) as they will also be resurfacing Horsecroft at the estate entrance. The developer will be delivering letters to affected residents two weeks in advance.

- I am in communication with Helen Payen, Complaints Manager at Thames Water Developer Services Customer Team. She will set up a meeting with the Parish Council to discuss upcoming works and to try to work collaboratively where possible. She has struggled to find the correct person within Thames Water but has now identified one of their Streetworks Team. Fingers crossed!
- Received email from resident about state of playparks – particularly the toddler area of the play park by the Village Hall. Apart from the swings she noted the worn flooring and old and faded equipment and a lack of places for adults to sit, particularly after school when the park is busy. She also commented on the amount of dog mess on the grassed area by the park in Forest Grove and the sad-looking state of the playpark there. Replied with an update on the swings and pointed her to the correct place to report dog fouling with VWHDC.
- Resident at River Meadow in touch to complain about speeding vehicles on Ware Road, and the noise of the vehicles going over the speed bumps. He says that these are Ocado lorries throughout the night and Cobra Concrete Pump, Timbmet and AAS Vogel skip lorries during the day. Cllr. Middleton will speak to the resident and take up with the companies responsible if needed.
- OCC has updated the Definitive Map and Statement – see correspondence in meeting folder.
- Resident at Orchard House, Church Green, wrote to complain about the siting of the SID in relation to her house. Cllr. Middleton has followed up.
- Vale Community Impact AGM minutes are available in the correspondence folder
- TTRO T9948 - Overnight closure (7.30pm to 6am) of A420 between Longworth and Southmoor from 29 May for 5 days for resurfacing work
- TTRO T10077 Sandy Lane Hatford to be closed for 2 days from 20 May to replace poles.

Clerk's report

- Planning application P22/V0420/HH – Planning Registration confirmed an extension to the deadline for our comments until after the April meeting, then made their decision on 31st March. I have written to them to ask what happened and to confirm that they will wait until the agreed time for other applications.
- Forest Grove fencing - VWHDC Facilities team have removed the dangerous sections. They plan to do further work over the next two weeks.
- Contacted OCC about the new camera on A417 pointing at the Ware Road roundabout – have been told that it is a traffic survey.

Cllr Middleton has asked me to summarise the status of the leases:

- The Preschool lease runs until 2035. It should have increased every 3 years, starting in 2013, in line with RPI but has remained at the initial £1000. The Parish Council previously agreed to 'grant' the additional amount of the lease due. This means that Preschool should pay £1449 but pays £1000 and are given a grant for the £449. This is to continue until December 2023, when the Parish Council will review whether to continue with this grant. If it does not, the preschool will be given 1 year's notice. At the next lease increase point, the Preschool will pay the additional RPI amount as per the terms of the lease.
- The Football Club signed a new lease in April 2108 that was fixed at £1200 for 3 years. They should have had an RPI increase in 2021 of 1.4%, taking the rent to £1216.80. The RPI for this year is 8.2%, which would take the lease to £1,316.58. I have not issued the lease letter yet as the relevant RPI was only issued 10 days ago.
- *It was agreed at the meeting that the clerk should issue an invoice to the Football Club for £1,316.58*

- Someone has pushed through two of the Perspex panels and beading on the noticeboard at the Village Hall. Darren will do a temporary fix this week as it will be summer by the time the new ones are here.
- Completed new clerk webinar training with SLCC, starting ILCA training this month

11/04/22 To discuss Planning Applications

a. **P22/V0420/HH** Cherry Tree Barn Chapel Road

ON THE RESOLUTION OF Cllr. Lewis
 SECONDED BY Cllr. Bailey
 IT WAS RESOLVED that the council SUPPORTS this application

b. **P22/V0443/LB** Rectory House Path

ON THE RESOLUTION OF Cllr. Middleton
 SECONDED BY Cllr. Warren
 IT WAS RESOLVED that the council has no objections to the application, but we note the applicant's suggestion that the PC owns the grass area in front of the property. We do not believe this is the case. We understand that this area is highway verge and thus the responsibility of Oxfordshire County Council. Therefore appropriate permission would be required by OCC Highways prior to any works.

c. **P22/V0465/HH** 8 Huntersfield

VWHDC has already approved this application. The PC has been in touch with Planning Registration to check that they will wait for PC comments when a date has been agreed.

d. **P22/V0702/FUL** Bow House

The council has NO COMMENT on this application

e. **P22/V0310/FUL** Park Lane

ON THE RESOLUTION OF Cllr. Middleton
 SECONDED BY Cllr. Lewis
 IT WAS RESOLVED that the council SUPPORTS this application

f. **P22/V0448/HH** The Old Corn Store, Chapel Rd

ON THE RESOLUTION OF Cllr. Lewis
 SECONDED BY Cllr. Dixon
 IT WAS RESOLVED that the council SUPPORTS this application

12/04/22 To approve accounts for payment

10:34 PM
 03/04/22

**Stanford in the Vale Parish Council
 Reconciliation Detail
 Current Account - TSB, Period Ending
 31/03/22**

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Beginning Balance							1,957.03
Cleared Transactions							
Cheques and Payments - 12 items							

Bill Pmt -Cheque	09/03/22	BACS	SLCC Enterprises	New Clerk Webinar	X	-24.00	-24.00
Bill Pmt -Cheque	16/03/22	BACS	SSE (Swalec)	Floodlights Feb 2022	X	-58.85	-82.85
General Journal	25/03/22	2021-48	Claire Lewis	65hrs @ SCP 20	X	-724.60	-807.45
General Journal	25/03/22	2021-48	HMRC - PAYE & NI	65hrs @ SCP 20	X	-226.29	-1,033.74
Bill Pmt -Cheque	25/03/22	BACS	N.Middleton		X	-78.00	-1,111.74
Bill Pmt -Cheque	31/03/22	BACS	OALC	2022-23 Membership	X	-486.03	-1,597.77
Bill Pmt -Cheque	31/03/22	BACS	A.Bailey	Community Orchard	X	-424.46	-2,022.23
Bill Pmt -Cheque	31/03/22	BACS	Justin Riggs Mill Farm	QEII Topping	X	-373.42	-2,395.65
Bill Pmt -Cheque	31/03/22	BACS	HJ Webb & Son	Fencing (VH boundary)	X	-62.98	-2,458.63
Bill Pmt -Cheque	31/03/22	BACS	Oxfordshire Playing Fi...	2022-23 Membership	X	-56.00	-2,514.63
Bill Pmt -Cheque	31/03/22	BACS	P.Lewis	Litter picker, sitvnp.com, ...	X	-48.72	-2,563.35
Bill Pmt -Cheque	31/03/22	BACS	HCL Clamping	Radar Speed Sign Clamps	X	-27.30	-2,590.65
Total Cheques and Payments						-2,590.65	-2,590.65
Deposits and Credits - 1 item							
Payment	22/03/22		HM Customs & Excise...		X	3,266.67	3,266.67
Total Deposits and Credits						3,266.67	3,266.67
Total Cleared Transactions						676.02	676.02
Cleared Balance						676.02	2,633.05
Register Balance as of 31/03/22						676.02	2,633.05
Ending Balance						676.02	2,633.05

ON THE RESOLUTION OF Cllr. Warren
 SECONDED BY Cllr. Bailey
 IT WAS RESOLVED that the accounts for payment be approved.

13/04/22 To approve Monthly Statement of Accounts – including last month’s statement carried over

11:25 PM
23/02/22
Accrual Basis

Stanford in the Vale Parish Council
Statement of Accounts - Summary
As of 28 February 2022

	28 Feb 22	27 Feb 22
ASSETS		
Current Assets		
Cash at bank and in hand		
Current Account - TSB		
Reserves - NP	145.10	145.10
Reserves - S106	1,950.00	1,950.00
Current Account - TSB - Other	-138.07	5,150.22
Total Current Account - TSB	1,957.03	7,245.32
Redwood 35 Day Savings Account		
Reserves - Play Equipment Savin	750.00	750.00
Reserves - CIL Savings	5,333.23	7,476.14
Reserves - NP Savings	3,589.05	3,589.05
Redwood 35 Day Savings Account -...	10,292.88	8,149.97
Total Redwood 35 Day Savings Account	19,965.16	19,965.16
Petty Cash	0.10	0.10
Total Cash at bank and in hand	21,922.29	27,210.58
Total Current Assets	21,922.29	27,210.58
NET CURRENT ASSETS	21,922.29	27,210.58
TOTAL ASSETS LESS CURRENT LIABILITIES	21,922.29	27,210.58
NET ASSETS	21,922.29	27,210.58
Capital and Reserves	0.00	0.00

The PC has rolled this item over to the April meeting in Cllr. Lewis’ absence due to a query on the dates on the report (should they be January and February?)

ON THE RESOLUTION OF Cllr. Middleton

SECONDED BY Cllr. Dixon

IT WAS RESOLVED that the monthly statement of accounts for February be approved with 2 abstentions (the abstentions did not attend the March meeting)

10:25 PM
03/04/22
Accrual Basis

Stanford in the Vale Parish Council
Statement of Accounts - Summary
As of 31 March 2022

	<u>31 Mar 22</u>	<u>28 Feb 22</u>
ASSETS		
Current Assets		
Cash at bank and in hand		
Current Account - TSB		
Reserves - NP	145.10	145.10
Reserves - S106	1,950.00	1,950.00
Current Account - TSB - Other	537.95	-138.07
Total Current Account - TSB	<u>2,633.05</u>	<u>1,957.03</u>
Redwood 35 Day Savings Account		
Reserves - Play Equipment Savin	750.00	750.00
Reserves - CIL Savings	5,333.23	5,333.23
Reserves - NP Savings	3,589.05	3,589.05
Redwood 35 Day Savings Account -...	10,325.02	10,308.13
Total Redwood 35 Day Savings Account	<u>19,997.30</u>	<u>19,980.41</u>
Petty Cash	<u>0.10</u>	<u>0.10</u>
Total Cash at bank and in hand	<u>22,630.45</u>	<u>21,937.54</u>
Total Current Assets	22,630.45	21,937.54
NET CURRENT ASSETS	<u>22,630.45</u>	<u>21,937.54</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>22,630.45</u>	<u>21,937.54</u>
NET ASSETS	<u>22,630.45</u>	<u>21,937.54</u>
Capital and Reserves	<u>0.00</u>	<u>0.00</u>

ON THE RESOLUTION OF Cllr. Warren
SECONDED BY Cllr. Bailey
IT WAS RESOLVED that the monthly statement of accounts for March be approved

14/04/22 **To review performance against budget**

Stanford in the Vale Parish Council
Income & Expenditure
April 2021 through March 2022

	Apr '21 - Mar 22	Apr '20 - Mar 21
Ordinary		
Income/Expense		
Income		
Precept	24,095.00	23,700.00
Grants Received		
CIL Grants	5,191.02	0.00
S106 Grants	1,950.00	0.00
Grants Received - Other	2,864.00	6,297.00
Total Grants Received	10,005.02	6,297.00
Agency Work - Grass Cutting	2,780.20	2,780.20
Donations Received	200.00	156.00
Interest on Investments	246.18	340.40
Rent Received	2,313.33	2,353.33
Total Income	39,639.73	35,626.93
Expense		
Neighbourhood Plan		
Office Expenses	11.73	0.00
Hall Hire	0.00	6.90
Total Neighbourhood Plan	11.73	6.90
General Administration		
Postage	0.00	2.50
Election Costs	-554.89	0.00
Hall Hire	84.60	0.00
Insurance	1,587.68	1,566.56
Membership Fees	516.22	401.18
Office Expenses	106.00	246.68
Telephone & Fax	153.55	415.13
Training & Education	185.00	20.00
Total General Administration	2,078.16	2,652.05
Salaries,Wages, Clerks Expenses		
Cleaning Wages	936.00	941.82
Strimming Wages	584.25	384.75
Maintenance Wages	565.25	1,012.50
Mowing Wages	1,560.00	1,453.50
Clerks Salary	7,049.32	10,185.28
Clerks PAYE	1,805.63	2,546.20
Employer NI	306.64	583.36
Total Salaries,Wages, Clerks Expe...	12,807.09	17,107.41
Capital Spending		
CIL Projects	2,142.91	0.00
Bus Shelter/Stop	0.00	500.00
Community Woodland	407.99	0.00
Leisure & Recreation	0.00	198.61
Other Community Assets	2,332.23	104.80
Total Capital Spending	4,883.13	803.41
Running Costs		
QEII Field	686.18	730.00
Equipment Service/Repair	534.90	539.99
Greens & Gardens	1,671.76	563.04
Health & Safety	903.87	0.00
Hedgecutting	0.00	680.00
Leisure & Recreation	608.62	534.86
Mower & Strimmer Expenses	346.13	273.48
Repairs & Sundries	124.56	479.36
Total Running Costs	4,876.02	3,800.73
Legal & Professional Fees	18,762.12	16,769.15
Grants Allocated	0.00	250.00
Donations	60.00	60.00
Total Expense	43,478.25	41,449.65
Net Ordinary Income	-3,838.52	-5,822.72
Profit for the Year	-3,838.52	-5,822.72

Points to note:

- The annual income and expenditure are draft at this stage until year end is closed.
- Election expenses are from 20-21
- New clerk now employed on different terms and salary. There were several months without a clerk
- Running costs are higher than 20-21 due to topping of the QEII field and removal of storm-damaged tree
- Legal and professional costs as expected and related to the QEII field

15/04/22 To review and vary Standing Orders

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Bailey

IT WAS RESOLVED to delegate the review of the NALC Model Standing Orders to Cllr Dixon and Lewis and for them to bring back a draft for review by the Parish Council.

16/04/22 To review cost of repairs to the Recreation Ground fence and revise budget

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Bailey

IT WAS RESOLVED the council apply for S106 funding for footpath improvement relating to the fixing the Recreation Ground Fence

ON THE RESOLUTION OF Cllr. Middleton

SECONDED BY Cllr. Lewis

IT WAS RESOLVED that the Parish Council increase the budget allocated for repair of FC fence from £10k to £15.5k and to delegate placement of order to Cllrs. Middleton and Isaacs

17/04/22 To approve the budget for the Jubilee Celebrations

ON THE RESOLUTION OF Cllr. Warren

SECONDED BY Cllr. Dabek

IT WAS RESOLVED the Parish Council allocate a budget of £4000 to the Jubilee Celebrations under Section 137. The PC will seek Grant Funding separately

18/04/22 To approve funds for the flower display at the Village Festival

ON THE RESOLUTION OF Cllr. Warren

SECONDED BY Cllr. Bailey

IT WAS RESOLVED the council allocates £30 for flowers

19/04/22 To consider/approve application for grant money from the Vale Climate fund

ON THE RESOLUTION OF Cllr. Middleton

SECONDED BY Cllr. Warren

IT WAS RESOLVED the council should apply for a grant from the Vale Climate Action Fund to create a wildflower space in the vicinity of the Village Hall play area

20/04/22 To consider/approve modifications to the Village Hall fence

ON THE RESOLUTION OF Cllr. Warren

SECONDED BY Cllr.

IT WAS RESOLVED the council is happy for the modification to go ahead. Clerk to communicate to Darren Rolls.

- 21/04/22 To consider options for the purchase of a portable CCTV camera and approve funds**
Carry over to May meeting due to Cllr Howes' absence
- 22/04/22 To approve budget for a Book of Condolence**
ON THE RESOLUTION OF Cllr. Middleton
SECONDED BY Cllr. Lewis
IT WAS RESOLVED the council approves a budget of £50 for a book of condolence
- 23/04/22 To receive report of Environmental Committee**
QEII Field
- We have had several meetings to progress this with the LPA, organised by our county councillor.
 - We continue to challenge the objections in relation to great crested newts, archaeology and landscaping.
- Green spaces**
- Ilona Astell and Cllr. Bailey have organised the planting of an oak sapling to replace the fallen cherry tree on Chapel Road.
 - Alethia Creighton and Kirsty Doughty have organised planting of two disease resistant elm saplings in the Community Woodland.
- Footpaths**
- We're hoping to organise a footpaths working party, probably after Easter.
- Next meeting - Weds 20th April @ 19:30 on Zoom**
- 24/04/22 To receive report of Recreation & Leisure Committee**
Weekly playground inspections continue
Dates set for suppliers to attend to scope replacement of equipment nearest to preschool
Awaiting further quotes for replacing bins
Chasing suppliers on date for swing replacement
- 25/04/22 To receive report of Neighbourhood Plan**
Nil. Item to be removed from monthly agenda and added when report received.
- 26/04/22 To receive report of Millennium Green Trust**
Report added to shared folder. Clerk to add agenda item only when there has been an MGT meeting
- 27/04/22 To receive report of Queen's Jubilee Sub-Committee**
Parish Council need to set a budget for spending which will be covered by the PPC. PPC will cover £4000 and at present the estimated expenses come to £3000. The Football Club have offered help to set up the field and put up a marquee and other cover in case of rain. A timetable for the day has been drafted and volunteers are being assigned.
- 28/04/22 To receive report of Public Work of Art Liaison Working Party**
Item to be removed from monthly agenda until Working Party starts to meet again
- 29/04/22 Provisional date of next meeting – Wednesday 4th May 2022**
Annual Parish Meeting and Annual Meeting of Stanford in the Vale Parish Council
- 30/04/22 Questions/comments from Parishioners**
N/A

Meeting closed at 21.55