



**Minutes of a meeting of STANFORD IN THE VALE PARISH COUNCIL
held on Wednesday 4 October 2023 at Stanford in the Vale Village Hall**

Present: Cllr Middleton (Chair) Cllr. Austin Cllr. Brooks Cllr. Dixon Cllr. Howes
(arrived 19:53) Cllr. Isaacs Cllr. Lewis (arrived 19:32) Cllr. Caul (VWHDC)

Claire Lewis (Clerk)

0 members of the public

01/10/23 To receive apologies

Cllr. Kent

Cllr. Boyle

02/10/23 To receive Declarations of Interest from Cllrs on any agenda item

None

**03/10/23 To receive, approve & sign as a true record, minutes of previous meeting 6
September 2023**

ON THE RESOLUTION OF Cllr. Isaacs

SECONDED BY Cllr. Middleton

IT WAS RESOLVED that the minutes be accepted

All in favour with 1 abstention from a councillor who was not in attendance at the last meeting.

04/10/23 To receive report of County Councillor

Nothing received from Cllr. Ash. Cllr. Ash will not be available for the next 6 months.

05/10/23 To receive report of District Councillor

Cllr. Caul gave a verbal update.

- Cabinet approved and adopted the SITV conservation area boundary review.

Action: Cllr. Caul to find communication process and up-to-date boundary map.

- Vale Leisure strategy delayed by at least a year.

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Isaacs

IT WAS RESOLVED that the meeting be closed for discussion at 19.43. All in favour

ON THE RESOLUTION OF Cllr. Middleton

SECONDED BY Cllr. Isaacs

IT WAS RESOLVED that the meeting be opened at 19.47. All in favour

- QEII - Adrian Duffield (Vale head of planning) reviewed archaeological evidence. Not clear if further dig is necessary – he will let Cllr. Caul know. When the new DNA evidence is reviewed and approved, should be able to proceed with planning application.

Signed.....

Date.....

- Bow Rd footpath escalated to Adrian Duffield – Cllr. Caul is chasing. Cllr. Isaacs noted that it needs to be a definitive footpath which cannot be revoked by the landowner.
- Cabinet changes at Vale – see Vale website for details.
- Waste and street cleaning strategy to be created. A discussion was held about a replacement bin at the corner of the Village Hall car park – noted that it is a national path (part of the Vale Way). Summary is that we have dog bins which are broken and missing bins which have been removed by Biffa. **ACTION:** Clerk to email Cllr. Caul detailing the issues.

06/10/23 Questions/comments from Parishioners

None

07/10/23 To receive report of Chairman inc. items for next agenda

- I am pleased to say that the MUGA has now been resurfaced. My thanks to the clerk for organising the work and, in particular, dealing with several last-minute requests and changes of schedule from the contractor. This is a real 'lift' to the skatepark/MUGA area.
- We have had a report from our defibrillator guardian that some of the batteries are running low. He is speaking to the manufacturers about replacement under warranty. No action for the parish council at present.
- Thanks to Cllrs Dabek and Isaacs, we now have a plan for daffodil planting, to be carried out by the Scouts in October/November. The plan has been circulated to the environment committee.
- I am sorry to report that we have had a further incident of arson in the Millennium Green, this time resulting in the complete destruction of the new bench that we had recently installed. The result of this is that, having put considerable time and money into going from one bench to three (by the addition of the new bench plus a wooden one relocated from the play area), we are now back down to one, the wooden bench having been destroyed previously. This also leaves us once again without any benches with wheelchair access. I've had an enquiry from a parishioner about a possible insurance claim as a result of the fire. To be discussed under agenda item 17.
- Cllr Boyle and I met Bendcrete Leisure to discuss designs for a replacement skatepark. They will send us some ideas and costs which will go to recreation and leisure committee.
- After the recent meeting with Airband to walk the village, we have now been notified that they have decided not to proceed with the installation of broadband infrastructure. To the best of my knowledge Gigaclear are still planning to offer a service without the use of poles. Particular thanks to Cllr Isaacs for pursuing the matter with Airband and the county council. I also understand we had excellent support from the county council's digital infrastructure officer in dealing with Airband.
- As we discussed at our last meeting, a meeting with the football club about how we can best work together would be beneficial, particularly as there were some difficulties recently in arranging access to water for our MUGA contractor.
- My thanks to Cllr Lewis for moving the bulk of the excess soil from the corner of Church Green. At time of writing the remainder of the repairs to the corner, including replacement of the missing wooden plank, are still outstanding. **ACTION:** Cllr Middleton and clerk to create advert for handyman for website and Facebook page.
- I have now managed to speak to our county councillor. She has informed me that she is going to be unable to attend council meetings for the next 6-months. I emphasised the need for us to have effective representation on behalf of parishioners at county level and have asked her for a plan as to how her absence

will be managed. I also highlighted that we have been trying to contact her for the last month on a number of time-critical issues.

- I have had an interim reply from OCC about the repositioning of the bus stop on the High Street, opposite the Coop. As you will see, the new location has apparently always been the official one although drivers have been stopping in advance of it up until now. The OCC bus officer has raised the possibility of painting a clearway between the white line outside number 24 and the school Keep Clear lines. **ACTION:** Cllr. Middleton to reply to say that original position is far safer (zebra crossing, illegal parking, proximity to school). Cllr. Lewis to send email previously send by OCC in 2017 confirming the original position.
- My apologies, I neglected to table an agenda item for an update on the application for an asset of community value, as requested at the last meeting. As long as there are no decisions to be taken, I believe we can take that as a matter arising from this report. Verbal update from Cllr. Howes – still awaiting written testimonies from parishioners. **ACTION:** Clerk to put further information on the website/Facebook page - Cllr. Howes to inform clerk on key points required.
- Following on from discussion at our last meeting I have written to our county councillor to request her assistance in securing an extension of the 30mph limit on the A417 up to the existing 40mph limit, to accommodate pedestrian and cycle traffic from the River Meadow estate.

08/10/23 To receive correspondence and Clerk's Report

Correspondence – relevant copies are in the meeting correspondence folder

1. OALC September Update is in the folder
2. Thames Water has submitted its revised Draft Water Resources Management Plan (WRMP) to government, increasing the size of the proposed Abingdon reservoir by 50%. VWHDC press release is in the correspondence folder.
3. OCC's tree contractor will be doing tree maintenance 'shortly' in the village – details of the trees in the folder.
4. Airband have written to confirm that they are no longer planning to bring superfast broadband to Stanford.
5. I emailed the council an invitation to the Town and Parish Council Charter Summit on 26th October at 6:30pm – 8:30pm, County Hall. One in-person representative is allowed per council, with unlimited online. **ACTION:** Cllr. Middleton to register to attend in person.
6. Daniel Mowlem at OCC Road Agreements has approached DWH to ask if they will adjust their road design to accommodate 30mph. Copy of email correspondence in folder.

Clerk's report

1. We have received lots of positive feedback from parishioners on the new MUGA surface. It is open access; if it gets busy, we will look at a booking system. There will be a few hundred pounds left for equipment, I will review what's in the locked box. We should replace the MUGA sign, which is incorrect and out of date. **ACTION:** Clerk to investigate signage.



2. The litter picker has resigned, she plans to work until the end of October. We will advertise – it may be advisable to employ someone who can work during the day, given issues they had with unsociable and abusive behaviour in the evenings. **ACTION:** Clerk to advertise on website and FB page
3. Stanford Primary School is applying for £2000 of S106 funding for an artwork on the front wall of school (visible to the village from High Street, on the wall opposite the entrance gate). It is to celebrate 150 years of Stanford School this year. The artwork will be in hand forged in wrought iron, with flowers representing each class (from sunflower to forget-me-not) and wording, made by a local artist/blacksmith. For your info, there are several S106 pots which are assigned to artwork, offsite and onsite:

Development	Description	Money remaining
P21/V2334/FUL (22V33) - Former Seven Acres Nursery	Public Art Contribution - artist led measures to enhance public spaces, public realm and infrastructure on the site or off site within the parish as agreed by the DC and funded by the PA contribution	£31,024.40
P13/V1949/O (15V13) - Bow Farm Bow Road	Towards the cost of selection provision and associated costs for art to be erected or installed by the Council either on site or off site in the Parish	£6,891.22
P16/V2134/O (17V05) - Land North of Ware Road	Public Art Contribution - £300 per dwelling (78) - Towards the provision of public art on the development	£28,345.60
P13/V0146/FUL (13V70) - Land off Faringdon Road	Cost of selection and provision of a Work of Art: a sculpture, statue or other artistic representation including street furniture, paving, hard or soft landscaping or architectural detailing to be facilitated by the Council off-Site within the Parish.	£15,761.22

ACTION: Clerk to add to the agenda for November meeting to approve

4. AMTS (Andrew Munn tree services) will be cutting back the trees along the A417 at the football club this week.
5. Someone has cut the mesh fence on the Joyces Road end of the recreation ground (close to the missing bin). It cannot be rejoined as they have unravelled and removed some.
6. Farol have identified an issue and will repair the mower on October 9th.
7. The developer at Cottage Farm will keep the Cottage Rd - Van Diemens footpath open whenever possible – the closure is scheduled for 6 months but it will only be closed for a few weeks over that time.
8. There is a printer and scanner in the Village Hall which used to belong to the old clerk. Any suggestions on what I should do with these? **ACTION:** Clerk to investigate selling colour laser printer. If it doesn't sell, consider giving it to school/preschool/charity.
9. I have started the CILCA qualification process and attended the first of 4 mentoring workshops with Lucy Dalby at OALC. I have a year to complete from registration. There is an explanatory document in the correspondence folder if you would like to understand more.
10. Recent application decisions:
 - P23/V1309/N4B** - Thatcher's Barn conversion to residential – **Prior Approval refused**
 - P23/V1562/HH** - 23 Huntersfield single storey rear extension - **Granted**

09/10/23

To discuss Planning Applications

a. **P23/V1997/HH - 26 High Street** – side extension

ON THE RESOLUTION OF Cllr. Middleton

SECONDED BY Cllr. Brooks

IT WAS RESOLVED that the Parish Council has **no objections** to the application. However, the road junction on which the property is located can be extremely congested, particularly at school pick up/drop off times. Therefore, we request three conditions to avoid exacerbating the associated longstanding problems with parking and congestion, and hazards to children on both roads adjacent to the property.

1. Conditions relating to delivery vehicle movements

No deliveries during construction before 9am and between 3pm and 4pm.

2. Conditions relating to contractors' vehicle movements and temporary parking provision

During construction, all contractors' vehicles to be parked on site – sufficient temporary parking space should be allocated for this purpose.

Contractors' vehicles must be parked on site and not on the adjacent roads.

Contractors should not arrive before 7am or between 8am and 9am, and should not depart between 3pm and 4pm.

3. Conditions relating to permanent parking provision

Suitable permanent car parking provision should be made for the finished development, given the substantial increase in size of the property and the number of bedrooms.

We have a significant issue with parking and the volume of pedestrian and motor vehicle traffic in the area, due to the proximity of the local shops, café and school, as well as a pedestrian crossing and bus stop, all of which neighbour the proposed development. Therefore, it is imperative that residents are parked off road.

We also note that the sustainability assessment is rather thin and does not consider measures such as solar PV on the extended roof space.

All in favour.

b. **P23/V2016/HH - Cornerstone 12A Horsecroft** – extensions

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Austin

IT WAS RESOLVED that the Parish Council **OBJECTS** to the application on the following grounds:

1. The annexe appears to constitute a separate dwelling, with its own entrance hall and front door, contrary to the design guide 2015, section 10.7.22. While we know the annexe is proposed for family use, there is nothing to stop that changing in the future or if the property is sold. The annex has no private amenity space, which given possible future use, is problematic.
2. The roof height of the proposed annex/garage is too high in relation to the existing building and will have a negative impact on the neighbouring properties. Furthermore, the attic could easily become part of the liveable space in the future.
3. The parking provision is not commensurate with the increased living space.

All in favour.

c. **P23/V2062/HH - 6 Warwick Close** – extension

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Isaacs

IT WAS RESOLVED that the Parish Council has **no objections**. All in favour.

ON THE RESOLUTION OF Cllr. Middleton

SECONDED BY Cllr. Lewis

IT WAS RESOLVED that the Standing Orders be suspended, in order for the meeting to continue after 22:00. All in favour.

10/10/23 To approve Accounts for Payment

12:23 PM
02/10/23

**Stanford in the Vale Parish Council
Reconciliation Detail
Current Account - TSB, Period Ending 30/09/23**

Type	Date	Num	Name	Memo	Amount	Balance
Beginning Balance						13,179.20
Cleared Transactions						
Cheques and Payments - 12 items						
Bill Pmt -Cheque	21/09/23	BACS	EON.Next		-78.54	-78.54
Bill Pmt -Cheque	22/09/23	BACS	Purple Cat	Village Hall AV	-9,925.20	-10,003.74
Bill Pmt -Cheque	22/09/23	BACS	WELmedical Ltd	Defibrillator cabinet	-635.94	-10,639.68
Bill Pmt -Cheque	22/09/23	BACS	Farol Ltd	Investigation work on mower	-252.00	-10,891.68
Bill Pmt -Cheque	29/09/23	BACS	Gallagher Insurance	Parish Insurance 2023-24	-1,362.89	-12,254.57
General Journal	29/09/23	2021-1...	Claire Lewis	65hrs @ SCP 20	-958.75	-13,213.32
Bill Pmt -Cheque	29/09/23	BACS	D Rolls		-309.63	-13,522.95
Bill Pmt -Cheque	29/09/23	BACS	OALC	Clerk CILCA mentoring	-300.00	-13,822.95
Bill Pmt -Cheque	29/09/23	BACS	Millennium Green Trust 1	Parish Crest 2023-24	-200.00	-14,022.95
Bill Pmt -Cheque	29/09/23	BACS	Wicksteed Leisure Ltd	Replacement swing seat	-112.54	-14,135.49
Bill Pmt -Cheque	29/09/23	BACS	M.Thomas	Litter picker wages	-98.37	-14,233.86
General Journal	29/09/23	2021-1...	HMRC - PAYE & NI	65hrs @ SCP 20	-27.70	-14,261.56
Total Cheques and Payments					-14,261.56	-14,261.56
Deposits and Credits - 1 item						
Deposit	06/09/23			Deposit	14,000.00	14,000.00
Total Deposits and Credits					14,000.00	14,000.00
Total Cleared Transactions					-261.56	-261.56
Cleared Balance					-261.56	12,917.64
Register Balance as of 30/09/23					-261.56	12,917.64
Ending Balance					-261.56	12,917.64

ON THE RESOLUTION OF Cllr. Lewis
SECONDED BY Cllr. Isaacs
IT WAS RESOLVED that the Accounts for Payment be approved. All in favour.

11/10/23 To approve Monthly Statement of Accounts

1:41 PM
02/10/23
Accrual Basis

**Stanford in the Vale Parish Council
Statement of Accounts - Summary
As of 30 September 2023**

	30 Sep 23	31 Aug 23
ASSETS		
Current Assets		
Cash at bank and in hand		
Current Account - TSB		
Reserves - Comm. Garden	1,645.00	1,645.00
Reserves - Security	1,000.00	1,000.00
Reserves - CIL	113.54	113.54
Reserves - NP	145.10	145.10
Reserves - S106	7,726.54	7,726.54
Current Account - TSB - Other	2,287.46	2,549.02
Total Current Account - TSB	12,917.64	13,179.20
Redwood 35 Day Savings Account		
Reserves - Play Equipment Savin	750.00	750.00
Reserves - CIL Savings	10,633.23	10,633.23
Reserves - NP Savings	3,589.05	3,589.05
Redwood 35 Day Savings Account - ...	11,304.20	11,235.22
Total Redwood 35 Day Savings Account	26,276.48	26,207.50
Total Cash at bank and in hand	39,194.12	39,386.70
Total Current Assets	39,194.12	39,386.70
NET CURRENT ASSETS	39,194.12	39,386.70
TOTAL ASSETS LESS CURRENT LIABILITIES	39,194.12	39,386.70
NET ASSETS	39,194.12	39,386.70
Capital and Reserves	0.00	0.00

Signed..... Date.....

ON THE RESOLUTION OF Cllr. Isaacs
 SECONDED BY Cllr. Dixon
 IT WAS RESOLVED that the Monthly Statement of Accounts be approved. All in favour.

12/10/23 To review YTD budget performance

1:53 PM
 02/10/23
 Accrual Basis

**Stanford in the Vale Parish Council
 Income & Expenditure
 April through September 2023**

	Apr - Sep 23	Apr - Sep 22
Ordinary Income/Expense		
Income		
Precept	28,000.00	26,000.00
Grants Received		
CIL Grants	0.00	1,950.75
S106 Grants	11,982.34	14,233.00
Grants Received - Other	150.00	1,220.00
Total Grants Received	12,132.34	17,403.75
Agency Work - Grass Cutting	2,784.30	2,784.30
Interest on Investments	383.40	115.64
Rent Received	300.00	1,258.96
Miscellaneous	1,004.46	0.00
Total Income	44,604.50	47,562.65
Expense		
General Administration Postage	3.32	0.00
General Administration		
Newsletter Expenses	58.36	0.00
Cleaning Expenses	15.55	0.00
Election Costs	200.00	0.00
Hall Hire	40.00	112.35
Insurance	2,166.19	780.84
Membership Fees	340.15	202.52
Office Expenses	226.66	89.66
Sundries	11.55	0.00
Training & Education	490.00	350.00
Total General Administration	3,548.46	1,535.37
Salaries,Wages, Clerks Expenses		
Cleaning Wages	598.71	526.78
Clerks Salary	5,761.86	5,325.02
Clerks PAYE	-9.36	37.46
Employer NI	166.20	122.56
Total Salaries,Wages, Clerks Expenses	6,515.41	6,011.86
Capital Spending		
CIL Projects	955.41	0.00
S106 Projects	8,600.29	14,233.00
Other Community Assets	0.00	0.00
Other Fixed Assets	0.00	129.96
Capital Spending - Other	544.46	0.00
Total Capital Spending	10,100.16	14,362.98
Running Costs		
Contractors		
Strimming	135.30	50.40
Maintenance	894.35	442.40
Mowing	846.70	985.60
Total Contractors	1,876.35	1,478.40
QEII Field	0.00	350.00
Equipment Service/Repair	179.85	809.04
Greens & Gardens	1,656.08	527.28
Health & Safety	80.10	0.00
Leisure & Recreation	211.85	258.37
Mower & Strimmer Expenses	677.74	831.95
Repairs & Sundries	259.74	75.54
Total Running Costs	4,941.71	4,330.58
Legal & Professional Fees	-36.94	650.00
Grants Allocated	191.39	41.39
Total Expense	25,263.51	26,932.18
Net Ordinary Income	19,340.99	20,630.47
Profit for the Year	19,340.99	20,630.47

13/10/23 To agree legal fees for assistance in Nursery End land transfer

ON THE RESOLUTION OF Cllr. Isaacs
 SECONDED BY Cllr. Middleton
 IT WAS RESOLVED that up to £1000 be spent on legal fees and to appoint CR Legal. All in favour.

14/10/23 To approve training requests

No requests this month.

- 15/10/23 To agree approval of funds to match government defibrillator grant**
No action – will not proceed with application.
- 16/10/23 To discuss progress of Bow Farm Development to Horsecroft Footpath**
Carried forward to next meeting. Consider formal complaint to VWHDC if not resolved.
- 17/10/23 To discuss recent incident at Millennium Green**
ACTIONS: Names of suspected offenders to be reported to the PCSO to follow up.
Cllr. Middleton to speak to parishioner whose gate was damaged by the fire.
- 18/10/23 To discuss Skate Park**
Cllr. Dixon has raised with PPC, who would have a favourable response to providing funding. Parish Council hopes to apply for funding to PPC for replacement of playpark this financial year, with skatepark to follow next financial year. Recreation and Leisure committee will continue to obtain indicative quotes. Teen shelter is in very bad state of repair.
ACTIONS: Clerk to speak to local parishes who have implemented new skate parks. Clerk to add agenda item for replacement shelter to November meeting.
- 19/10/23 To discuss village parking issues**
Issue raised of grass verges being churned up by cars parked, particularly Huntersfield/Manor Green/Manor Close area.
ACTIONS: Cllr. Austin to measure up verges. Cllr. Austin and Cllr. Lewis to cost up protection mesh/matting. Clerk to add to agenda for November.
- 20/10/23 To receive the report of the Millennium Green Trust**
- 21/10/23 To receive the report of the Recreation and Leisure Committee**
- 22/10/23 To receive the report of the Environment Committee**
River Ock footpath closure - Cllr Isaacs has emailed the leader of OCC as County Councillor not responding. Cllr. Dixon has a quote for temporary fencing across Penstones. Need to agree use of alternative bridge with landowner. **ACTION:** Clerk to add agenda item for approval of costs of temporary solution to November meeting.
- 23/10/23 Provisional date of next meeting – Wednesday 1st November 2023**
- 24/10/23 Questions/comments from parishioners**
- Meeting closed at 22:25**