



**Minutes of a meeting of STANFORD IN THE VALE PARISH COUNCIL  
held on Wednesday 5 April 2023 at Stanford in the Vale Village Hall**

**Present:** Cllr. Middleton (Chair)      Cllr. Brooks      Cllr. Dabek      Cllr. Dixon      Cllr. Isaacs      Cllr. Warren  
Cllr. Williams-Cuss      Cllr. Boyd (VWHDC)

Claire Lewis (Clerk)  
1 member of the public

**01/04/23      To receive apologies**

Cllr. Boyle  
Cllr. Howes  
Cllr. Lewis

**02/04/23      To receive Declarations of Interest from Cllrs on any agenda item**

Item 10 – Accounts for payment – Cllr. Middleton and Cllr. Isaacs  
Item 22 – Charitable donation – Cllr. Middleton

**03/04/23      To receive, approve & sign as a true record, minutes of previous meeting 1<sup>st</sup> March 2023**

ON THE RESOLUTION OF Cllr. Isaacs  
SECONDED BY Cllr. Dabek

IT WAS RESOLVED that the minutes from March be accepted. All in favour with 1 abstention from councillor not present at the last meeting.

**04/04/23      To receive report of County Councillor**

Nothing received from Cllr. Ash.

**05/04/23      To receive report of District Councillor**

- Report can be found in meeting folder
- Confirmed today that the PC will be an uncontested election
- Results of District elections will be available on Friday 5<sup>th</sup> May
- Planning enforcement have stopped giving any updates on cases raised – they say it is due to GDPR - Cllr. Boyd is questioning.
- FACTAT – Faringdon Area Traffic Advisory Committee has been set up, with the District and Council working together. Nathan will circulate minutes when available.

**Matters raised by councillors:** Cllr. Williams-Cuss asked what district is doing to support youth in Vale – there has been an increase in anti-social behaviour and a lack of activities available for young people.

**06/04/23      Questions/comments from parishioners**

A resident asked about the Manor Green path, which is slippery from leaf drop. **Clerk to ask Darren to sweep it.**

**07/04/23      To receive report of Chairman inc. items for next agenda**

Signed.....

Date.....

- Following the concerns raised by a parishioner at last month's meeting regarding the large piles of wood on the Cottage Farm site, I have spoken to the developer. He has confirmed that they are piles of wood awaiting disposal, separated into recyclable and non-recyclable items, and that there is no intention to burn them. He acknowledged that the piles had grown rather large and said that he would organise having them removed. The trees along the edge of the footpath did not look to me like they needed to be cut back at the moment, and so, for the time being, I have not taken that up with the landowners to the side of the path.
- We agreed during our last meeting that both the annual parish meeting and the annual meeting of the parish council would take place on Wednesday 17 May, to accommodate the elections timetable. In order to enable us to respond to any planning applications that come in during April, and to reduce the length of the agenda for the annual meeting, my suggestion is that we set a provisional date for an online meeting of the planning and finance committee on Wednesday 3 May at 8pm. If we can obtain extensions until the annual meeting, or there are no applications, we can cancel the meeting.
- The planning officer has been attempting to arrange a three-way meeting between the parish council, David Wilson Homes and the district council to discuss transfer of the Nursery End public open space (20/12/22). As they were not able to provide a date convenient for us (and having previously agreed two dates that were subsequently cancelled through no fault of ours) I agreed to two separate meetings, one between DWH and the district council, and one between us and the district council, on the condition that no decisions would be taken until both meetings had occurred. The first of these meetings has happened. I am awaiting minutes and a date for our meeting.
- The football club have been in touch to say that someone with a metal detector has been digging up the pitch. I will put a note in the next newsletter and ask the clerk to post on our Facebook page reminding people that metal detecting on land without the landowner's permission (the parish council in this case) constitutes a civil offence of trespass, and that it damages the pitch. **Clerk to put notices in boards and on Facebook.**
- My thanks to Cllr Isaacs for organising the purchase and installation of new picnic benches. We now have two new benches on the Millennium Green, two new benches in the play area (one replacing a disabled access bench that has been moved to the Millennium Green) and one between the MUGA and skate park.
- We also now have a tree planted for the Queen's Jubilee on Upper Green (thanks again to Cllr. Isaacs for doing this). Related to this, agenda item 17 is for expenditure or a grant application for a suitable plaque.
- I have had some further correspondence regarding the possible development of the Old Mill Nursery site along with a request for a further meeting to discuss. **Cllr Middleton to ask for response to previous question on purchasing land and ask who would own the community woodland before arranging any meeting.**

**Matters raised by councillors:**

Cllr. Middleton offered thanks on behalf of the Parish Council to Cllrs. Warren and Williams-Cuss who are standing down in the May election. They have both served the council for many years and their efforts are appreciated.

**08/04/23 To receive Clerk's Report and Correspondence**

Correspondence – relevant copies are in the meeting correspondence folder

1. OALC March Update is in the folder.
2. A resident has been in touch about the width of the footpaths along Bow Road and other areas within the conservation area which are not wide enough for a wheelchair. He has also raised concerns about the accessibility of the bus shelter on Church Green. The letter, photographs and the design guide referenced are in the correspondence folder. **Cllr. Middleton to raise with OCC.**
3. A resident of Nursery End has been in touch to ask for the bins to be emptied more frequently as they are overflowing. I have been in touch with DWH. He has also requested a dog bin – Cllr. Brooks has added it to his list.
4. Vale have confirmed the 3 new street names on River Meadow as Keene Acres, The Spinages and Titchener Row. The map is in the correspondence folder.

5. The A420 will be closed at Kingston Bagpuize/Southmoor/Northmoor in both directions between 04:00 and 18:00 from 20-22 May and overnight (19:30 to 06:00) from 30 May to 1 June. TTROs in the folder

## Clerk's report

1. The S106 application for the village hall AV equipment is on the agenda for Tuesday 11 April.
2. I met with Chris Rolph of SportsCourts yesterday to look at the MUGA. They were recommended by Faringdon Tennis Club and the Community Engagement Manager at Oxfordshire Playing Fields Association. All markings (basketball, netball and tennis) have worn off and the surface is breaking up in places. There is an agenda item to discuss a new surface and marking. OPFA and SportCourts both advise that overnight temperature needs to be up around 10 degrees Celsius so it will likely be May – June.
3. I have sorted through most the boxes in the village hall – thank you to Nicky Middleton who helped with this and is very efficient! One of the two PC cupboards was obstructed by other groups' material, so I have cleared a path. I have a few boxes at home to complete. Next step is to organise the cupboards.
4. Darren is working through the list of repairs raised by the play inspection.
5. Darren has started the mowing – he had some issue with the mower stalling at the end of the mowing session yesterday (4th April). The fuel he is using is 2 years old – he is purchasing more fuel.
6. I have completed the 9 webinars of the ILCA to CILCA course (Core Roles, Finance, Law, Management and Community) – I will submit written work for each module during April.
7. The first half of the precept (£14,000) has been paid
8. One of our councillors has received mail purporting to be from another councillor. Please check that the email address of the sender is correct before replying to any mail.
6. Recent application decisions –  
**P23/V0291/HH** - Stanford Park House Orangery – Approved

**Matters raised by councillors:** The council thanked the clerk for the clarity and completeness of reporting

### **09/04/23 To discuss Planning Applications**

#### **a. P23/V0375/HH– 14 Cottage Road – demolition and rebuild of extensions**

ON THE RESOLUTION OF Cllr. Isaacs

SECONDED BY Cllr. Williams-Cuss

IT WAS RESOLVED that the Parish Council OBJECTS to this application. We are concerned about the parking arrangements and the associated cantilevered half-garage. Visually, this is out-of-keeping with the neighbouring half of the semi-detached block. There is a lack of detail around the visual impact of the garage space, which is likely to be heavily shaded and will be inconsistent with a period property of this nature. We are also concerned that, at a later date, potential conversion of the ground floor garage space would leave the property without sufficient parking. Anecdotally, we already know that parking is a problem on this stretch of road. While we struggle with this aspect of the design, we are encouraged about the idea of improving this property. We would encourage the applicant to reconsider the cantilevered front elevation. All in favour.

Signed.....

Date.....

10/04/23 To approve Accounts for Payment

12:19 AM

01/04/23

**Stanford in the Vale Parish Council  
Reconciliation Detail  
Current Account - TSB, Period Ending 31/03/23**

Type	Date	Num	Name	Memo	Clr	Amount	Balance
<b>Beginning Balance</b>							1,399.98
<b>Cleared Transactions</b>							
<b>Cheques and Payments - 12 Items</b>							
Bill Pmt -Ch...	17/03/23	BACS	D Rolls	Oct-Dec22	X	-232.32	-232.32
Bill Pmt -Ch...	20/03/23	BACS	Claire Lewis (Expens...	Arnold-Baker Loca...	X	-132.17	-364.49
Bill Pmt -Ch...	23/03/23	BACS	SSE (Swalec)	Floodlights Feb 20...	X	-65.68	-430.17
Bill Pmt -Ch...	31/03/23	BACS	John Moore Heritage ...	QEII Archeologic...	X	-6,108.60	-6,538.77
Bill Pmt -Ch...	31/03/23	BACS	NBB Recyled Furniture	5x Picnic Tables	X	-2,430.00	-8,968.77
General Jou...	31/03/23	2021-113	Claire Lewis	65hrs @ SCP 20	X	-958.75	-9,927.52
Bill Pmt -Ch...	31/03/23	BACS	OALC	Membership 2023...	X	-512.58	-10,440.10
Bill Pmt -Ch...	31/03/23	BACS	A.Bailey	Roses - 2x climbin...	X	-97.94	-10,538.04
Bill Pmt -Ch...	31/03/23	BACS	M.Isaacs	Ref Picnic Tables	X	-90.34	-10,628.38
Bill Pmt -Ch...	31/03/23	BACS	N.Middleton		X	-87.79	-10,716.17
Bill Pmt -Ch...	31/03/23	BACS	CPRE	2023 Membership	X	-36.00	-10,752.17
General Jou...	31/03/23	2021-113	HMRC - PAYE & NI	65hrs @ SCP 20	X	-27.70	-10,779.87
<b>Total Cheques and Payments</b>						<b>-10,779.87</b>	<b>-10,779.87</b>
<b>Deposits and Credits - 4 items</b>							
Payment	17/03/23		HM Customs & Excis...	VAT Reclaim	X	2,220.38	2,220.38
Deposit	22/03/23		Thames Valley Police	Security Cameras ...	X	1,000.00	3,220.38
Deposit	23/03/23			Deposit	X	425.00	3,645.38
Transfer	27/03/23			Funds Transfer	X	7,500.00	11,145.38
<b>Total Deposits and Credits</b>						<b>11,145.38</b>	<b>11,145.38</b>
<b>Total Cleared Transactions</b>						<b>365.51</b>	<b>365.51</b>
<b>Cleared Balance</b>						<b>365.51</b>	<b>1,765.49</b>
<b>Register Balance as of 31/03/23</b>						<b>365.51</b>	<b>1,765.49</b>
<b>Ending Balance</b>						<b>365.51</b>	<b>1,765.49</b>

ON THE RESOLUTION OF Cllr. Warren

SECONDED BY Cllr. Dabek

IT WAS RESOLVED that the Accounts for Payment be approved. All in favour.

11/04/23 To approve Monthly Statement of Accounts

12:24 AM

01/04/23

Accrual Basis

**Stanford in the Vale Parish Council  
Statement of Accounts - Summary  
As of 31 March 2023**

	31 Mar 23	28 Feb 23
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Cash at bank and in hand</b>		
<b>Current Account - TSB</b>		
Reserves - Comm. Garden	425.00	0.00
Reserves - Security	1,000.00	0.00
Reserves - CIL	113.54	113.54
Reserves - NP	145.10	145.10
Current Account - TSB - Other	81.85	1,141.34
<b>Total Current Account - TSB</b>	<b>1,765.49</b>	<b>1,399.98</b>
<b>Redwood 35 Day Savings Account</b>		
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 -...	5,920.80	13,364.98
<b>Total Redwood 35 Day Savings Account</b>	<b>20,893.08</b>	<b>28,337.26</b>
<b>Total Cash at bank and in hand</b>	<b>22,658.57</b>	<b>29,737.24</b>
<b>Total Current Assets</b>	<b>22,658.57</b>	<b>29,737.24</b>
<b>NET CURRENT ASSETS</b>	<b>22,658.57</b>	<b>29,737.24</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<b>22,658.57</b>	<b>29,737.24</b>
<b>NET ASSETS</b>	<b>22,658.57</b>	<b>29,737.24</b>
<b>Capital and Reserves</b>	<b>0.00</b>	<b>0.00</b>

Signed.....

Date.....

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

**12/04/23 To approve the 2023/24 Budget**

ON THE RESOLUTION OF Cllr. Isaacs  
SECONDED BY Cllr. Williams-Cuss  
IT WAS RESOLVED that the 2023/24 budget be approved. All in favour.

**13/04/23 To agree changes to the banking mandate**

ON THE RESOLUTION OF Cllr. Isaacs  
SECONDED BY Cllr. Warren  
IT WAS RESOLVED the council approves the removal of John Williams and Donald Dew from the existing signatories and access to the bank accounts and the addition of Claire Lewis to the mandate for the TSB and Redwood accounts and to change the correspondence address to the clerk's address at 12 Mawkes Close, Stanford in the Vale, SN7 8FB. All in favour.

ON THE RESOLUTION OF Cllr. Middleton  
SECONDED BY Cllr. Dabek  
IT WAS RESOLVED the council approves the removal of Amanda Bailey with immediate effect and Janet Warren (with effect from the date of her resignation) from the existing signatories and access to the bank accounts and the addition of Mark Isaacs and James Brooks as signatories. All in favour.

**14/04/23 To approve purchase of a second Aquaroll for fruit tree watering**

ON THE RESOLUTION OF Cllr. Middleton  
SECONDED BY Cllr. Isaacs  
IT WAS RESOLVED to assign £100 towards Aquaroll. All in favour.

**15/04/23 To approve expenditure on replacement posts for Church Green border**

ON THE RESOLUTION OF Cllr. Isaacs  
SECONDED BY Cllr. Warren  
IT WAS RESOLVED to spend up to £500 on posts subject to checking if there is alternative solution with kerbstones that can be implemented by Oxfordshire County Council. All in favour.

**16/04/23 To approve expenditure on wetpour fixing kit for Play Area**

ON THE RESOLUTION OF Cllr. Middleton  
SECONDED BY Cllr. Isaacs  
IT WAS RESOLVED to spend up to £200 on wetpour fixing materials. All in favour.

**17/04/23 To approve expenditure/PPC grant application for Queen's Jubilee Plaques**

ON THE RESOLUTION OF Cllr. Middleton  
SECONDED BY Cllr. Warren  
IT WAS RESOLVED to delegate to Cllr. Isaacs the application to the PPC for a grant to cover 2 plaques – for the Queen's Platinum Jubilee tree and for the Queen Victoria Jubilee tree. All in favour with 2 abstentions.

**18/04/23 To approve expenditure on tennis court remarking in MUGA**

ON THE RESOLUTION OF Cllr. Isaacs  
SECONDED BY Cllr. Williams-Cuss

IT WAS RESOLVED that the Parish Council spend up to £3,500 for a new MUGA surface and marking out of basketball, netball, tennis and pickleball pitches. The PC delegates the selection of the supplier to the clerk and chair.

ON THE RESOLUTION OF Cllr. Middleton  
SECONDED BY Cllr. Brooks

IT WAS RESOLVED that the Parish Council makes a S106 application for a new MUGA surface and marking out of basketball, netball, tennis and pickleball pitches and associated play equipment up to £4255. All in favour.

**19/04/23 To approve expenditure on grass seed for infilling village greens**

ON THE RESOLUTION OF Cllr. Isaacs  
SECONDED BY Cllr. Williams-Cuss

IT WAS RESOLVED that the PC spends up to £125 on grass seed. All in favour with 1 abstention. **Clerk to ask Nick Boden to advise the best seed.**

**20/04/23 To discuss the increase in the football lease due on 27 April 23**

Although we are mindful of the financial pressures, we have made significant investment, such as the fence and repair of floodlights and therefore the no resolution is needed. The lease will increase as per the lease terms.

**21/04/23 To discuss continuing the preschool grant (offsetting the lease increase)**

To be discussed at the Parish Council meeting in December 2023

**22/04/23 To agree which charity should receive the £250 grant in 22/23 budget**

ON THE RESOLUTION OF Cllr. Warren  
SECONDED BY Cllr Isaacs

IT WAS RESOLVED that the PC gives £100 to VCI, £75 to Oxfordshire South and Vale Citizen's Advice and £75 to Clean Slate. All in favour with 1 abstention.

**23/04/23 To approve expenditure on daffodils and donation to Scouts for planting**

ON THE RESOLUTION OF Cllr. Isaacs  
SECONDED BY Cllr. Williams-Cuss

IT WAS RESOLVED that the PC donates £250 to the Scouts in exchange for them planting 2,000 daffodils around the village, to the PC's planting scheme. It was delegated to the environment committee to decide the planting scheme. All in favour with 1 abstention.

The previous donation of £200 will cover the purchase of daffodils. **Cllr. Williams- Cuss to contact the family who made the donation.**

**24/04/23 To approve novation from the Millennium Green Trust to the Parish Council of PPC grant application for tables, bins & fixings**

The benches are in the Millennium Green, Playpark and MUGA, so it makes sense to novate to the Parish Council.

ON THE RESOLUTION OF Cllr. Middleton  
SECONDED BY Cllr. Brooks

IT WAS RESOLVED that the PC approves the novation. All in favour.

**25/04/23 To agree the wording of 20mph questionnaire**

All in favour of wording. The PC will look for a minimum response level – number of surveys received needs to be greater than of 20% of households in Stanford in the Vale.

**26/04/23 To grant permission to use the Play Park and grass area by the Village Hall for stalls and equipment at the next village festival**

ON THE RESOLUTION OF Cllr. Williams-Cuss  
SECONDED BY Cllr. Isaacs

IT WAS RESOLVED that permission is granted. All in favour.

**27/04/23**

**To agree focus areas for Vale deep clean in May**

- Coffin Path
- Village Hall Car park
- Manor Green path
- Joyces Road – corner of play area

**Email clerk with any more requests. Clerk to inform Vale.**

**28/04/23**

**To agree organisations to invite to the Annual Parish Meeting**

Clerk to invite First responders, Police, District and County Councillor.

**29/04/23**

**To receive the report of the Millennium Green Trust (if applicable)**

Report in folder

**30/04/23**

**To receive the report of the Environment Committee (if applicable)**

Report in folder

**Recreation and Leisure verbal report:**

Gate needs fixing – Assigned to Darren

Trip hazards with wet pour – Assign to Darren

A councillor will need to be trained in playground inspection as Cllr. Williams-Cuss is standing down at the next election

**31/04/23**

**Provisional date of next meeting – Wednesday 17<sup>th</sup> May 2023 at Stanford School**

**32/04/23**

**Questions/comments from parishioners**

**Meeting closed at 22.00**

Signed.....

Date.....