



**Minutes of a meeting of STANFORD IN THE VALE PARISH COUNCIL
held on Wednesday 2nd October 2024 at Stanford in the Vale Village Hall**

Present: Cllr Middleton (Chair) Cllr. Burls Cllr. Howes Cllr. Isaacs Cllr. Kent
Cllr. Lewis Cllr. Silk Cllr. Foulkes (co-opted at Item 07/10)

Claire Lewis (Clerk)
9 members of the public

01/10/24 To receive apologies
Cllr. Dixon
Cllr. Caul (VWHDC)

02/10/24 To receive Declarations of Interest from Cllrs on any agenda item
11/10/24 Cllrs. Middleton, Kent and Isaacs – expenses (purchase of items for Parish Council)
22/10/24 Cllrs. Howes and Burl live near the proposed location

03/10/24 To receive, approve & sign as a true record, minutes of previous meeting 4 September 2024
ON THE RESOLUTION OF Cllr. Isaacs
SECONDED By Cllr. Kent
IT WAS RESOLVED that the minutes be accepted
All in favour

04/10/24 To receive report of County Councillor
No report

05/10/24 To receive report of District Councillor
Cllr. Caul had to cancel at short notice and was to give a verbal report. She has contacted the Planning team twice about lack of progress on the Bow Road footpath with no response and is escalating the issue.

06/10/24 Questions/comments from Parishioners
The issue of the excessive noise of the speed bumps on Ware Road at all hours was raised

- Councillors noted that Ware Rd is a private road, and it is not possible to enforce any changes. It will be adopted by Oxfordshire County Council from the A417 up to Whistler Way once development is 'substantially complete'.
- Councillors met with the estate owners to ask them to consider other speed reduction measures and are awaiting feedback.
- The noise from the empty skips coming from the skip hire company are the biggest problem. It was suggested that parishioners could approach the company directly.
- The parishioners could also contact the District Council to raise a noise complaint.

Signed.....

Date.....

A parishioner wishing to set up a food van in the Football Club car park from 5pm-10pm Thursday-Sunday outlined her plans. It would need the Parish Council's approval as the landlord, in addition to the Football Club's.

07/10/24 Councillor Co-option – to consider the vacancies and any applications
ON THE RESOLUTION OF Cllr. Isaacs
SECONDED By Cllr. Middleton
IT WAS RESOLVED that Mike Foulkes be co-opted onto the Parish Council. All in favour

08/10/24 To receive report of Chairman inc. items for next agenda

1. [New play fort](#)

I'm sure you will have seen the new play fort by now, which has been very well received by parents and children. My thanks to Cllr Lewis and the clerk for organisation purchase and installation and to the Public Purposes Charity for contributing to the funding.

2. [Football club lease renegotiation](#)

A reminder that we committed to having a follow-up meeting with the football club about the lease renewal in late September. The renewal needs to be agreed on or before 27th April 2025.

3. [OCC Highways Engagement Visit](#)

This meeting has not yet taken place as the OCC representative had to cancel for personal reasons. We are awaiting a revised date.

4. [Ware Road traffic noise](#)

I understand that Cllrs Silk and Isaacs had a meeting with the owners of the White Horse Business park to discuss nearby residents' concerns over traffic noise along Ware Road.

5. [Transfer of Nursery End public open space](#)

I understand we are expecting the transfer of the Nursery End public open space to complete in the next few days, if it has not already done so.

6. [Bus stops on High Street and Upper Green](#)

The scheduled meeting with OCC in September did not take place as the OCC officer was unable to attend. We are awaiting a revised date.

7. [Newsletter](#)

My thanks to the clerk and to Cllrs Isaacs and Silk for putting together this month's parish council newsletter. I feel having other contributors has enhanced the quality of the newsletter and the variety of content. I would like us to explore ways of sharing around the task of writing the newsletter in the future. Suggestions as to how we might do this would be most welcome.

8. [Bow Road to Horsecroft footpath](#)

We have been contacted by a local landowner who has lost livestock to infections which they believe were caused by contact with dogs not kept on leads on the path from Bow Road to Horsecroft. Cllrs Lewis and Isaacs have met them to discuss their concerns.

9. [Parish Transport Representative](#)

With the resignation of Cllr. Brooks we have a vacancy for a councillor to be our county council parish transport representative. Meetings are held online via Microsoft Teams three times a year, and include updates on local bus services, community transport and school transport provision from

Signed.....

Date.....

OCC, together with presentations from Community First Oxfordshire (CFO) and other invitees. The main meetings are followed by a public transport surgery, for PTRs to raise parish-specific issues with OCC officers.

10. Joyce's Road layby

I've had a request from a resident for the large tree trunk currently in the Joyce's Road layby to be removed. It originated from the hedge (on parish council land) that separates the road from the play area.

09/10/24 To receive correspondence and Clerk's Report

Correspondence – relevant copies are in the meeting correspondence folder

1. OALC newsletter in the folder
2. A Thames Valley alert about theft of tools from 2 vehicles overnight on 25th September is in folder
3. A parishioner raised the issue that DWH applied for a non-material change [P24/V1768/NM](#) to their application [P21/V2334/FUL](#) to add installation of PV units on 60 of the houses, including affordable housing. As this was a non-material change, it did not go to consultation and has now been approved. The council may wish to find out why the other 22 houses are not included. The same house types are included and excluded from the plan. .
4. A parishioner has been in touch about the state of the path 244/10/10 opposite Bow House towards Hatford which "has been impassable for the majority of the summer months, 5ft high with nettles midway across the field, with both nettles and brambles at the Hatford end kissing gate2". I have advised her to report via OCC CAM.
5. A parishioner has raised the issue of the lack of bins in the village – particularly the one removed from the path along the VH car park.
6. One parishioner has volunteered to be a Fix My Street super user
7. I have forwarded an invitation to Community First Oxon AGM which is a Zoom call at 10am on Oct 23rd.
8. With the resignation of Cllr. Brooks, we need a councillor to attend the PTR (Parish Transport Representatives) meetings with OCC transport. The next is November 19th at 1.30pm via Teams.
9. A parishioner in Bow Road has written to request that the ditch the carrying the brook alongside Bow Road is dredged. The flooding resulted in sewage in the garden. **Action:** Cllr. Lewis will contact Vale's flood risk and drainage engineer.
10. A parishioner has been in touch about the lack of storm drains in Joyce's Road and Cottage Road leading to flowing. This will be raised by the Parish Council at the meeting with OCC Highways Engagement.
11. A parishioner raised the issue of missing bins, particularly at the village hall. **Action:** Clerk to send Cllr. Lewis details of the contact at Vale to follow up.
12. Cllr. Isaacs has suggested a strategy session for the Parish Council. To be organised separately.

Clerk's report

1. The 20mph consultation is live until 25th October on OCC's website - [Stanford-in-the-Vale - proposed 20mph speed limit | Let's Talk Oxfordshire](#)
2. The casual vacancy process has completed for Cllr. Brooks and we are now able to co-opt a replacement.
3. The defibrillator has been installed at 1 Whitfield and is being registered by Les on The Circuit. Les is looking into options for CPR training as this should be the first action, before defib use. You can find your nearest defibrillator at [Defib finder – find the defibrillators nearest you.](#)
4. The play fort is complete and has received lots of positive feedback. I have submitted the receipts to the PPC to receive their contribution.
5. We have taken out insurance with Clear Councils. Clear Councils also give 1-year free subscription to the Parish Online mapping tool, which I will get started on next week. The quotes received were:

Clear Councils	£1,264.27
Zurich	£1,480.70
Hiscox	£2,809.31

Signed.....

Date.....

6. The external audit is complete, and the report and certificate issued. These are available in the Finance folder, uploaded to the website and on the noticeboards. The auditor has certified that the Parish Council follows proper practices. The auditor commented that:
 - a. The Public Rights Period could have been started earlier (although it was within the legal timeframe, I could have issued it 3 weeks earlier)
 - b. One box was inconsistently ticked
7. The annual playground inspection is booked and will be conducted in December. I did not include the new play area in Nursery End as it has recently been inspected and will undergo remedial work in the coming months.
8. I have passed the first module of my CiLCA qualification, with a grading of 'Exceptional Submission'. I have submitted the second module for assessment and have 3 remaining to submit by December 1st.
9. Recent planning decisions, all approved:
 - P24/V1618/HH – 2 Huntersfield - Conservatory
 - P24/V1539/FUL P24/V1416/LB – 2 Cox's Court - Carport
 - P24/V1509/HH – 6 Warwick Close – front extension
 - P24/V1758/LDP – Hollyvale, Chapel Road – CLD windows and doors
 - P24/V1759/LDP – Hatches farm Barn – CLD windows and doors

10/10/24 To discuss Planning Applications

- a) **P24/V1982/FUL** – *Manor Farm* – construction of outbuilding

ON THE RESOLUTION OF Cllr. Silk

SECONDED By Cllr. Isaacs

IT WAS RESOLVED that the Parish Council OBJECTS to the application for the following reasons:

Given that this is a new structure for storing of land maintenance machinery, it appears too large and isolated from the existing buildings. In this respect it is contrary to Local Plan policies and national planning guidance restricting development in the countryside. There is a lack of evidence justifying 'essential agricultural need' for the structure on what is a relatively small landholding.

We believe other opportunities to enhance biodiversity net gain, given the edge of village location, should be explored.

Should the local planning authority be minded to approve, permitted development rights should be removed and use should be tied to the main property.

All in favour.

- b) **P24/V0804/HH** – *14 Cottage Road* – further amendment to extension plans

ON THE RESOLUTION OF Cllr. Middleton

SECONDED By Cllr. Silk

IT WAS RESOLVED that the Parish Council OBJECTS to the application for the following reasons:

The rear extension height should, as per the original pre-application advice, step down from and be lower than the principal ridge height to offer subservience and reduce massing. The parish council objects to any harm to the existing front stone wall, which adds character to the street scene.

All in favour.

Action: Clerk to contact the planning officer about the temporary fencing which has already been erected.

- c) **P24/V1735/HH** – *Yew Tree Cottage Chapel Road* – garden room

ON THE RESOLUTION OF Cllr. Silk

SECONDED By Cllr. Isaacs

IT WAS RESOLVED that the Parish Council supports this application. All in favour.

11/10/24 To approve Accounts for Payment (July-Sept)

3:50 PM
12/08/24

**Stanford in the Vale Parish Council
Reconciliation Detail
Current Account - TSB, Period Ending 31/07/24**

Type	Date	Num	Name	Memo	Cir	Amount	Balance
Beginning Balance							76,524.10
Cleared Transactions							
Cheques and Payments - 12 items							
Transfer	30/06/24			Internal transfer to CIL account	X	-1,537.20	-1,537.20
Transfer	07/07/24			Transfer to Redwood	X	-25,000.00	-26,537.20
Bill Pmt -Cheque	10/07/24	BACS	Yu Energy	June Electricity charges	X	-60.90	-26,598.10
General Journal	26/07/24	2021-2...	Claire Lewis	65hrs @ SCP 22	X	-1,060.98	-27,659.08
Bill Pmt -Cheque	26/07/24	BACS	Farol Ltd	Mower repair	X	-525.47	-28,184.55
Bill Pmt -Cheque	26/07/24	BACS	Davies Sports	MUGA - tennis, pickleball and basketball nets	X	-310.70	-28,495.25
Bill Pmt -Cheque	26/07/24	BACS	White Rose Accountancy	Internal audit fee	X	-300.00	-28,795.25
Bill Pmt -Cheque	26/07/24	BACS	online playgrounds	Wetpour repair kit and binder	X	-179.60	-28,974.85
Bill Pmt -Cheque	26/07/24	BACS	Stephen Rolls	July wages	X	-104.00	-29,078.85
General Journal	26/07/24	2021-2...	HMRC - PAYE & NI	NI contributions	X	-40.13	-29,118.98
Bill Pmt -Cheque	26/07/24	BACS	SITV Village Hall	PC June meeting	X	-20.00	-29,138.98
Bill Pmt -Cheque	26/07/24	BACS	K.Middleton	Dog Bags and tree ties	X	-17.99	-29,156.97
Total Cheques and Payments						-29,156.97	-29,156.97
Deposits and Credits - 1 item							
Transfer	30/06/24			Funds Transfer	X	1,537.20	1,537.20
Total Deposits and Credits						1,537.20	1,537.20
Total Cleared Transactions						-27,619.77	-27,619.77
Cleared Balance						-27,619.77	48,904.33
Register Balance as of 31/07/24						-27,619.77	48,904.33
Ending Balance						-27,619.77	48,904.33

11:03 AM
02/09/24

**Stanford in the Vale Parish Council
Reconciliation Detail
Current Account - TSB, Period Ending 31/08/24**

Type	Date	Num	Name	Memo	Cir	Amount	Balance
Beginning Balance							48,904.33
Cleared Transactions							
Cheques and Payments - 12 items							
General Journal	26/08/24	2021-2...	Claire Lewis	65hrs @ SCP 22	X	-1,051.58	-1,051.58
General Journal	26/08/24	2021-2...	HMRC - PAYE & NI	NI contributions	X	-49.53	-1,101.11
Bill Pmt -Cheque	30/08/24	BACS	eibe	Play fort 50% payment	X	-9,223.20	-10,324.31
Bill Pmt -Cheque	30/08/24	BACS	Defib Warehouse	Defib and cabinet	X	-1,692.00	-12,016.31
Bill Pmt -Cheque	30/08/24	BACS	D Rolls	Time and materials June-Aug	X	-827.90	-12,844.21
Bill Pmt -Cheque	30/08/24	BACS	Davies Sports	Netball posts for MUGA	X	-436.31	-13,280.52
Bill Pmt -Cheque	30/08/24	BACS	Sweetfuels	400 Litres Gas Oil	X	-343.81	-13,624.33
Bill Pmt -Cheque	30/08/24	BACS	Bob Kent	Expense Camera & PWA	X	-126.32	-13,750.65
Bill Pmt -Cheque	30/08/24	BACS	Stephen Rolls	Litter picker wages	X	-104.00	-13,854.65
Bill Pmt -Cheque	30/08/24	BACS	Claire Lewis (Expenses)	Padlocks for MUGA	X	-94.00	-13,948.65
Bill Pmt -Cheque	30/08/24	BACS	online playgrounds	Swing seat	X	-62.60	-14,011.25
Bill Pmt -Cheque	30/08/24	BACS	SITV Village Hall	PC Planning meeting	X	-3.50	-14,014.75
Total Cheques and Payments						-14,014.75	-14,014.75
Deposits and Credits - 2 items							
Deposit	05/08/24			Benches	X	2,430.00	2,430.00
Deposit	30/08/24			s106 Teen shelter	X	12,438.81	14,868.81
Total Deposits and Credits						14,868.81	14,868.81
Total Cleared Transactions						854.06	854.06
Cleared Balance						854.06	49,758.39
Register Balance as of 31/08/24						854.06	49,758.39
Ending Balance						854.06	49,758.39

10:20 AM
02/10/24

**Stanford in the Vale Parish Council
Reconciliation Detail
Current Account - TSB, Period Ending 30/09/24**

Type	Date	Num	Name	Memo	Cir	Amount	Balance
Beginning Balance							49,758.39
Cleared Transactions							
Cheques and Payments - 8 items							
Bill Pmt -Cheque	09/09/24	BACS	Yu Energy	August floodlights	X	-37.81	-37.81
Bill Pmt -Cheque	25/09/24	BACS	ARD Playgrounds	Installation of Play fort	X	-25,180.20	-25,218.01
General Journal	26/09/24	2021-2...	Claire Lewis	65hrs @ SCP 22	X	-1,058.35	-26,276.36
General Journal	26/09/24	2021-2...	HMRC - PAYE & NI	NI contributions	X	-42.76	-26,319.12
Bill Pmt -Cheque	27/09/24	BACS	CDC Electrical Service...	Defibrillator installation	X	-221.69	-26,540.81
Bill Pmt -Cheque	27/09/24	BACS	M Isaacs	Spring bulbs for planting arou...	X	-190.52	-26,731.33
Bill Pmt -Cheque	27/09/24	BACS	Stephen Rolls	Litter picking	X	-104.00	-26,835.33
Bill Pmt -Cheque	27/09/24	BACS	Claire Lewis (Expenses)	Dustpan, broom, repair tape a...	X	-90.49	-26,925.82
Total Cheques and Payments						-26,925.82	-26,925.82
Deposits and Credits - 1 item							
Deposit	05/09/24			Precept 2nd Half	X	15,000.00	15,000.00
Total Deposits and Credits						15,000.00	15,000.00
Total Cleared Transactions						-11,925.82	-11,925.82
Cleared Balance						-11,925.82	37,832.57
Register Balance as of 30/09/24						-11,925.82	37,832.57
Ending Balance						-11,925.82	37,832.57

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

ON THE RESOLUTION OF Cllr. Howes

SECONDED By Cllr. Middleton

IT WAS RESOLVED that the Parish Council approves the accounts for payment. All in favour with 1 abstention

12/10/24 To approve Monthly Statement of Accounts (July-September)

3:52 PM

12/08/24

Accrual Basis

**Stanford in the Vale Parish Council
Statement of Accounts - Summary
As of 31 July 2024**

	31 Jul 24	30 Jun 24
ASSETS		
Current Assets		
Cash at bank and in hand		
Current Account - TSB		
Reserves - Comm. Garden	1,645.00	1,645.00
Reserves - Security	857.08	857.08
Reserves - CIL	37,084.03	62,084.03
Reserves - NP	145.10	145.10
Current Account - TSB - Other	9,173.12	11,792.89
Total Current Account - TSB	48,904.33	76,524.10
Redwood 35 Day Savings Account		
Reserves - Play Equipment Savin	750.00	750.00
Reserves - CIL Savings	70,133.23	45,133.23
Reserves - NP Savings	3,589.05	3,589.05
Redwood 35 Day Savings Account - ...	8,265.11	8,013.26
Total Redwood 35 Day Savings Account	82,737.39	57,485.54
Total Cash at bank and in hand	131,641.72	134,009.64
Total Current Assets	131,641.72	134,009.64
NET CURRENT ASSETS	131,641.72	134,009.64
TOTAL ASSETS LESS CURRENT LIABILITIES	131,641.72	134,009.64
NET ASSETS	131,641.72	134,009.64
Capital and Reserves	0.00	0.00

**Stanford in the Vale Parish Council
Statement of Accounts - Summary
As of 31 August 2024**

	31 Aug 24	31 Jul 24
ASSETS		
Current Assets		
Cash at bank and in hand		
Current Account - TSB		
Reserves - Comm. Garden	1,645.00	1,645.00
Reserves - Security	857.08	857.08
Reserves - CIL	37,084.03	37,084.03
Reserves - NP	145.10	145.10
Current Account - TSB - Other	10,027.18	9,173.12
Total Current Account - TSB	49,758.39	48,904.33
Redwood 35 Day Savings Account		
Reserves - Play Equipment Savin	750.00	750.00
Reserves - CIL Savings	70,133.23	70,133.23
Reserves - NP Savings	3,589.05	3,589.05
Redwood 35 Day Savings Account - ...	8,547.94	8,265.11
Total Redwood 35 Day Savings Account	83,020.22	82,737.39
Total Cash at bank and in hand	132,778.61	131,641.72
Total Current Assets	132,778.61	131,641.72
NET CURRENT ASSETS	132,778.61	131,641.72
TOTAL ASSETS LESS CURRENT LIABILITIES	132,778.61	131,641.72
NET ASSETS	132,778.61	131,641.72
Capital and Reserves	0.00	0.00

Signed.....

Date.....

Stanford in the Vale Parish Council
Statement of Accounts - Summary
As of 30 September 2024

	30 Sep 24	31 Aug 24
ASSETS		
Current Assets		
Cash at bank and in hand		
Current Account - TSB		
Reserves - Comm. Garden	1,645.00	1,645.00
Reserves - Security	857.08	857.08
Reserves - CIL	26,307.23	37,084.03
Reserves - NP	145.10	145.10
Current Account - TSB - Other	8,878.16	10,027.18
Total Current Account - TSB	37,832.57	49,758.39
Redwood 35 Day Savings Account		
Reserves - Play Equipment Savin	750.00	750.00
Reserves - CIL Savings	70,133.23	70,133.23
Reserves - NP Savings	3,589.05	3,589.05
Redwood 35 Day Savings Account - ...	8,822.58	8,547.94
Total Redwood 35 Day Savings Account	83,294.86	83,020.22
Total Cash at bank and in hand	121,127.43	132,778.61
Total Current Assets	121,127.43	132,778.61
NET CURRENT ASSETS	121,127.43	132,778.61
TOTAL ASSETS LESS CURRENT LIABILITIES	121,127.43	132,778.61
NET ASSETS	121,127.43	132,778.61
Capital and Reserves	0.00	0.00

ON THE RESOLUTION OF Cllr. Lewis
SECONDED BY Cllr. Isaacs
IT WAS RESOLVED that the Parish Council approves the accounts. All in favour.

13/10/24 To approve authority to open additional banking and investment accounts where necessary

ON THE RESOLUTION OF Cllr. Lewis
SECONDED BY Cllr. Isaacs
IT WAS RESOLVED that the Parish Council opens CCLA Better World Cautious, CCLA Public Sector Deposit and Unity Trust Instant Access Saver accounts in anticipation of the S106 money for the Nursery End handover. All in favour.
Action: Add agenda item for the approval of a new Financial Strategy to the November meeting

14/10/24 To discuss/agree purchase of a hedge trimmer

To be carried forward to the January agenda

15/10/24 To discuss the Community Woodland management and monitoring plan

ON THE RESOLUTION OF Cllr. Isaacs
SECONDED BY Cllr. Lewis
IT WAS RESOLVED that the Parish Council accepts the management plan. All in favour.
Action: Cllr. Isaacs to contact Jude regarding tree maintenance

16/10/24 To nominate a councillor to join the FATAc board

Cllr. Burl volunteered to join. **Action:** Cllr. Middleton to send details to Cllr. Burl

17/10/24 To approve playground repairs at Nursery End

ON THE RESOLUTION OF Cllr. Lewis
SECONDED BY Cllr. Howes
IT WAS RESOLVED that the Parish Council approves spends up to £5000 on play equipment repairs subject to the transfer of the open space. Decisions on repairs and replacements delegated to Cllrs. Lewis, Isaacs, Middleton and the Clerk. All in favour.

Action: Clerk to establish how the transfer money will be received by the Parish council and to apply for the money via a S106 application if necessary.

- 18/10/24 To approve the Equality Policy**
ON THE RESOLUTION OF Cllr. Middleton
SECONDED BY Cllr. Isaacs
IT WAS RESOLVED that the Equality policy be approved. All in favour.
- 19/10/24 To approve any additional costs for litter picking, bin emptying and new waste bins**
ON THE RESOLUTION OF Cllr. Isaacs
SECONDED BY Cllr. Kent
IT WAS RESOLVED that the Parish Council increases the litter picker's hours from 2 to 4 hours per week effective immediately. All in favour.
- 20/10/24 To discuss proposal to stop work on Asset of Community Value.**
It was agreed that work would stop for the following reasons:
- This project started when there was a real prospect that the Horse and Jockey would be forced to close and could be sold which is no longer the case.
 - There is at present no realistic path to listing the Horse and Jockey as an ACV.
- A successful application needs a realistic prospect that the pub is in danger of being sold and substantive evidence that the pub is providing community value over and above just being a pub. It would also need a realistic plan to secure and manage the pub for the future via a community interest company. Should circumstance change, the council could pick up again, and now have the knowledge to do so.
- 21/10/24 To approve the locations for spring bulb planting**
The locations for the bulb planting were approved and the SITV Cub Scouts will be planting them this week.
ON THE RESOLUTION OF Cllr. Isaacs
SECONDED BY Cllr. Lewis
IT WAS RESOLVED that the Parish Council gives a £200 grant to the SITV Cub Scouts (the remainder of the £450 allocated to daffodils). All in favour.
- 22/10/24 To discuss the proposal for a catering van at the Football Club car park – Clerk's note – this item was discussed after agenda item 07/10/24 as the applicant was in attendance**
ON THE RESOLUTION OF Cllr. Isaacs
SECONDED BY Cllr. Middleton
IT WAS RESOLVED to close the meeting at 8.10 to take comments from a parishioner.
- ON THE RESOLUTION OF Cllr. Isaacs
SECONDED BY Cllr. Silk
IT WAS RESOLVED to open the meeting at 8.12
- ON THE RESOLUTION OF Cllr. Lewis
SECONDED BY Cllr. Middleton
IT WAS RESOLVED that the Parish Council is prepared to allow the Football Club to sublet to the applicant for the provision of food for four days per week up to 22:00, subject to a 6-month review. All in favour with 1 abstention and 1 vote against
- 23/10/24 Provisional date of next meeting – Wednesday 6th November 2024**
- 24/10/24 Questions/comments from parishioners**