



**Minutes of a meeting of STANFORD IN THE VALE PARISH COUNCIL
held on Wednesday 6 March 2024 at Stanford in the Vale Village Hall**

- Present:** Cllr Middleton (Chair) Cllr. Austin (left 9.15) Cllr. Bowers (co-opted during meeting)
Cllr. Brooks Cllr. Dixon Cllr. Kent Cllr. Lewis Cllr. Caul (VWHDC)
Claire Lewis (Clerk)
5 members of the public
- 01/03/24 To receive apologies**
Cllr. Isaacs
Cllr. Howes
- 02/03/24 To receive Declarations of Interest from Cllrs on any agenda item**
Cllr. Middleton – item 11 accounts for payment
- 03/03/24 To receive, approve & sign as a true record, minutes of previous meeting 7 February 2024**
ON THE RESOLUTION OF Cllr. Austin
SECONDED By Cllr. Kent
IT WAS RESOLVED that the minutes be accepted with the removal of the photo and noting the replacement bin on High Street
All in favour
- 04/03/24 To receive report of County Councillor**
Nothing received from Cllr. Ash.
- 05/03/24 To receive report of District Councillor**
- VWHDC Planning has finally accepted that there are no newts at the QEII field – Cllr. Caul questioned why they could not accept the Quarry report (for their own application to OCC) demonstrating that there are no newts at Shellingford Quarry, which contains the body of water that VWHDC was concerned about. Cllr. Lewis confirmed that they have finally accepted this and Cllr. Caul was thanked for her help.
 - Boundary review – there are no proposed changes to Stanford in the Vale. There are proposed changes to Kingston Bagpuize, Faringdon and Thames Wards.
 - No update on Bow Road to Horsecroft footpath
- 06/03/24 Questions/comments from Parishioners**
- A parishioner raised concerns about the roadworks and road plan for the S278 works on the A417, particularly the runoff into their property and the cycleway. It was noted that the plans provided to the Parish Council last week may not be the final plans for the road layout. The parishioner was advised to continue to speak to OCC highways and the Parish Council will support where it can. The Parish Council does not have powers to force changes.
- 07/03/24 To consider applicants for the Casual Vacancy and to co-opt a new Councillor**
ON THE RESOLUTION OF Cllr. Middleton
SECONDED By Cllr. Brooks

Signed.....

Date.....

IT WAS RESOLVED that Louise Bowers be elected to the Parish Council

08/03/24 To receive report of Chairman inc. items for next agenda

Nursery End transfer of public open space

We have received a fresh set of documents from our solicitor. Note that this matter was delegated by Council to Cllrs Middleton, Lewis, Isaacs and Brooks (20/12/22), and we will review the materials in the next few weeks, with a view to concluding matters as quickly as possible.

High Street Parking

We have been contacted by residents about part of the High Street being cordoned off outside a property, restricting road width and parking (see correspondence). I have been to visit the property owner and there appears to be a discrepancy between Land Registry records, which show the area being outside the curtilage (and thus presumably public highway) and the information they have received from the county council, who believe the area is, in fact, not part of the public highway. I am awaiting a response from the resident so that I can take the matter up with the county council to attempt to resolve the confusion.

Manorwood Homes

Note that we have an online meeting arranged with Manorwood Homes to discuss the Old Mill Nursery Site on Tuesday 19th March at 8pm.

Bus service

We have had a complaint from a parishioner about delays to the X35 bus service (see correspondence). There has been a lot of disruption due to flooding near East Challow and, as the route goes all the way to Didcot, any hold-ups along the route will impact the service to Stanford. There seems little that we can do directly but any suggestions are welcome. In the long term, and with the growth of the village, we could look at additional/improved bus shelters, but at some stops lack of pavement space may preclude this.

In the meeting, the clerk reported a response via Bethia Thomas, OCC county councillor for Faringdon Ward, that delays are due to getting private landowners to clear ditches and gullies, including the stream, on their properties. When this is done OCC will have a better idea of further work that may be needed.

Action: Cllr. Caul will raise the following further actions that County might be able to do to alleviate the roads:

- Road sweeping of the flood debris on the A417
- Repair of the potholes on the Childrey Road, as this is the main diversion route
- The arrangement of the barriers and traffic lights on the A471 to facilitate traffic flows avoiding the deepest flood water with hidden potholes

Community Woodland

I understand there was an encouraging meeting with the county council on the Community Woodland and the adjoining grassland (thanks to Cllrs Brooks and Isaacs for attending on our behalf). OCC plan to manage the grassland for net biodiversity gain and there may be opportunities for further tree planting with trees supplied by OCC.

Street lighting

I have had a complaint from a resident on Joyce's Road about lack of street lighting and consequent safety concerns for older residents. I have suggested that residents might be able to provide some motion-sensitive, directed, ambient lighting at night to help matters (see correspondence).

Councillor resignation

I received yesterday Cllr Dabek's resignation and thus we will need to start the process of co-option to fill the vacancy. We will also require a new chair for environment committee.

09/03/24 To receive correspondence and Clerk's Report

Signed.....

Date.....

Correspondence – relevant copies are in the meeting correspondence folder

1. The OALC and Community First February newsletters are in the folder.
2. The daughter of an elderly couple on Huntersfield has been in touch to complain about Gigaclear damaging the phone lines on Huntersfield on 22 February, resulting in the loss of lines to 14 properties, which BT has not yet rectified. I have let Mark at OCC Digital know.
3. Cllr. Dabek resigned on 5 March. I will follow the casual vacancy process.
4. I have signed and returned the Gigaclear Network Access Agreement.
5. I have had great difficulty in obtaining the A417 roadworks plans from OCC or DWH, partly because they are not finalised. Plans are in the correspondence folder – the S278 agreement and surface finishes from OCC and the aids to movement plans are from DWH. The speed limit is discussed at agenda item 17.
6. The PC's nomination for a High Sheriff award was unsuccessful.
7. I have had several phishing emails this month purporting to be from councillors. Please be aware when you are replying to anything.
8. TTROs in folder:
 - a. Bow Road will be closed on 15 March for BT Openreach
 - b. Bow Road will be closed from 11-15 April for resurfacing.
 - c. Bow Road will be closed on 19 April for one day for surface sealing.
 - d. The A420 will be closed between Buckland and the Kingston Bagpuize roundabout from 5am-6pm from 28-30 April for surfacing work.
 - e. The B4000 will be closed between Shrivenham and Ashbury from 5am-6pm from 11-15 April for surfacing work.
 - f. The 6-month footpath closure from Cottage Rd-Van Diemens (for the construction work at Cottage Farm) has been extended by 2 months to May.

Clerk's report

1. The maintenance person started to cut the ivy back on the telegraph pole on Church Green, as suggested at the last meeting. He was stopped almost immediately by a resident, who objected and called Cllr. Middleton and I to complain.
2. OCC consultation on its Vision Zero strategy is open for feedback <https://letstalk.oxfordshire.gov.uk/vision-zero-stakeholders>
3. The six streetlights on the A417 between the Horse and Jockey and the Ware Road roundabout are still out – I am trying to get a contact at the LDNO to chase as it is now two months since first reported.
4. The crossing gate 361/122 over the River Ock has been fixed
5. Someone has been fly tipping domestic rubbish and rubble in the playpark bins and elsewhere weekly for the last month. A parishioner saw it happening, approached the offender and told them to remove it. She warned them that any further tipping would be reported to VWHDC.
6. I have ordered a replacement gate for the Millennium Green and will get Robbie to instal at a suitable time.
7. The tennis box now has a new lock. I will check contents and contact local groups to help decide which equipment to buy/replace. There is still £750 of the S106 MUGA money available for this. We also need to agree on a booking policy/process.
8. A young parishioner doing his Duke of Edinburgh bronze has asked if he can do litter picking in the village as his voluntary activity. This will be an hour per week for 3 months. I can provide him with gloves, a picker and hi-vis.
9. All Parish Councils can have a free portrait of His Majesty King Charles III – I have ordered ours.
10. I have received a quote for £1008.36 ex. VAT for replacement of the wobbly bridge in the children's playpark but have not yet placed the order. Cllr. Lewis is looking at alternatives.
11. Recent application decisions:
P23/V2779/A – Horse and Jockey signage and lights – **GRANTED** and underway
P23/V2332/LDE and P23/V2333/LDE – CLEUD Dixie Down Meadows - **REFUSED**

10/03/24 **To discuss planning applications:**
a. **P24/V0345/DPO- Mill Farm** – S106 discharge

ON THE RESOLUTION OF Cllr. Middleton

Signed.....

Date.....

SECONDED By Cllr. Lewis

IT WAS RESOLVED that the Parish Council has no objections to this application.

11/03/24

To approve Accounts for Payment

1:13 PM
04/03/24

Stanford in the Vale Parish Council
Reconciliation Detail
Current Account - TSB, Period Ending 29/02/24

Type	Date	Num	Name	Memo	Amount	Balance
Beginning Balance						3,398.14
Cleared Transactions						
Cheques and Payments - 8 items						
Bill Pmt -Cheque	23/02/24	BACS	Stephen Rolls	Litter picker wages	-98.37	-98.37
Bill Pmt -Cheque	23/02/24	BACS	SLCC Enterprises	Clerk's manual	-52.30	-150.67
Bill Pmt -Cheque	23/02/24	BACS	SITV Village Hall	PC January meeting	-20.00	-170.67
Bill Pmt -Cheque	23/02/24	BACS	K.Middleton	Dog Mess Bags	-4.00	-174.67
Transfer	29/02/24			Transfer to Redwood CIL	-4,500.00	-4,674.67
General Journal	29/02/24	2021-1...	Claire Lewis	65hrs @ SCP 22	-1,058.35	-5,733.02
Bill Pmt -Cheque	29/02/24	BACS	EON Next	EON Bill Jan 24	-98.94	-5,831.96
General Journal	29/02/24	2021-1...	HMRC - PAYE & NI	65hrs @ SCP 22	-42.76	-5,874.72
Total Cheques and Payments					-5,874.72	-5,874.72
Deposits and Credits - 3 Items						
Deposit	12/02/24			Farol refund	252.00	252.00
Payment	12/02/24		HM Customs & Excise ...	VAT Reclaim Nov 23 - J...	1,423.00	1,675.00
Transfer	29/02/24			Funds Transfer	4,500.00	6,175.00
Total Deposits and Credits					6,175.00	6,175.00
Total Cleared Transactions					300.28	300.28
Cleared Balance					300.28	3,698.42
Uncleared Transactions						
Cheques and Payments - 1 item						
Bill Pmt -Cheque	23/02/24	BACS	Community First 1	Annual subscription	-70.00	-70.00
Total Cheques and Payments					-70.00	-70.00
Total Uncleared Transactions					-70.00	-70.00
Register Balance as of 29/02/24					230.28	3,628.42
Ending Balance					230.28	3,628.42

ON THE RESOLUTION OF Cllr. Austin

SECONDED BY Cllr. Kent

IT WAS RESOLVED that the accounts be approved

Signed.....

Date.....

12/03/24 To approve Monthly Statement of Accounts

12:57 PM
04/03/24
Accrual Basis

Stanford in the Vale Parish Council
Statement of Accounts - Summary
As of 29 February 2024

	29 Feb 24	31 Jan 24
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	498.68	4,998.68
Reserves - NP	145.10	145.10
Current Account - TSB - Other	339.64	-4,390.64
Total Current Account - TSB	3,628.42	3,398.14
Redwood 35 Day Savings Account		
Reserves - Play Equipment Savin	750.00	750.00
Reserves - CIL Savings	45,133.23	40,633.23
Reserves - NP Savings	3,589.05	3,589.05
Redwood 35 Day Savings Account - ...	7,546.35	11,757.65
Total Redwood 35 Day Savings Account	57,018.63	56,729.93
Total Cash at bank and in hand	60,647.05	60,128.07
Total Current Assets	60,647.05	60,128.07
NET CURRENT ASSETS	60,647.05	60,128.07
TOTAL ASSETS LESS CURRENT LIABILITIES	60,647.05	60,128.07
NET ASSETS	60,647.05	60,128.07
Capital and Reserves	0.00	0.00

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

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

13/03/24 To review Income and Expenses for FY 23/24

2:49 PM
04/03/24
Accrual Basis

Stanford in the Vale Parish Council
Profit & Loss
1 April 2023 through 4 March 2024

	1 Apr '23 - 4 Mar 24	1 Apr '22 - 4 Mar 23
Ordinary Income/Expense		
Income		
Precept	28,000.00	26,000.00
Grants Received		
CIL Grants	34,885.14	10,003.13
S106 Grants	11,982.34	14,233.00
Grants Received - Other	150.00	1,273.97
Total Grants Received	47,017.48	25,510.10
Agency Work - Grass Cutting	2,784.30	2,784.30
Interest on Investments	1,125.55	339.96
Rent Received	2,649.73	2,562.97
Miscellaneous	1,044.46	0.00
Total Income	82,621.52	57,197.33
Expense		
General Administration		
Newsletter Expenses	58.36	0.00
Postage	7.32	0.00
Election Costs	200.00	0.00
Hall Hire	160.00	192.35
Insurance	1,484.77	1,341.97
Membership Fees	770.65	590.27
Office Expenses	285.16	313.16
Publications	47.50	132.17
Training & Education	1,002.68	470.00
Total General Administration	4,016.44	3,039.92
Salaries, Wages, Clerks Expenses		
Cleaning Wages	996.35	965.73
Clerks Salary	11,288.12	10,464.88
Clerks PAYE	-9.36	81.37
Employer NI	467.24	316.60
Total Salaries, Wages, Clerks Expenses	12,742.35	11,828.58
Capital Spending		
CIL Projects	1,224.91	1,438.84
S106 Projects	11,221.54	14,233.00
Other Community Assets	544.46	0.00
Other Fixed Assets	0.00	129.98
Total Capital Spending	12,990.91	15,801.82
Running Costs		
Contractors		
Strimming	159.90	50.40
Maintenance	894.35	593.60
Mowing	982.00	1,103.20
Total Contractors	2,036.25	1,747.20
QEII Field	700.00	720.91
Equipment Service/Repair	1,210.56	809.04
Greens & Gardens	2,583.15	527.28
Health & Safety	5,927.20	64.68
Leisure & Recreation	952.76	568.87
Mower & Strimmer Expenses	416.66	840.27
Repairs & Sundries	272.90	75.54
Total Running Costs	14,099.48	5,353.79
Legal & Professional Fees	525.56	12,209.35
Grants Allocated	191.39	41.39
Donations	56.67	60.00
Total Expense	44,622.80	48,334.85
Net Ordinary Income	37,998.72	8,862.48
Profit for the Year	37,998.72	8,862.48

14/03/24 To delegate the appointment of an internal auditor

ON THE RESOLUTION OF Cllr. Middleton

SECONDED BY Cllr. Kent

IT WAS RESOLVED that the appointment of an internal auditor be delegated to Cllrs. Middleton, Lewis and Isaacs

15/03/24 To approve new Bank signatories

ON THE RESOLUTION OF Cllr. Middleton

SECONDED BY Cllr. Bowers

IT WAS RESOLVED that Cllr. Kent and Cllr. Austin be added to the mandate

Signed.....

Date.....

- 16/03/24 To agree the new rate of pay for the litter picker**
 ON THE RESOLUTION OF Cllr. Lewis
 SECONDED BY Cllr. Kent
 IT WAS RESOLVED to increase the litter picker wage to the Living Wage Foundation recommended wage of £12 per hour, effective from April.
Action: Clerk to add item to April agenda to review rates of pay for maintenance contractors
- 17/03/24 To approve wording of 30mph consultation survey for A417**
 The survey will be in the next newsletter
- 18/03/24 To approve S106 application towards costs for further QEII archaeology work**
 OCC requires 2% trenching of the site = 25-30 trenches. If anything is found, another 2% may be needed. VWHDC has indicated that we may be able to apply for S106 for a percentage of the work.
 ON THE RESOLUTION OF Cllr. Middleton
 SECONDED BY Cllr. Kent
 IT WAS RESOLVED that the Council applies for S106 funding. All in favour.
- 19/03/24 To approve costs for protection mesh/matting for verges in village**
 ON THE RESOLUTION OF Cllr. Lewis
 SECONDED BY Cllr. Austin
 IT WAS RESOLVED that £1500 be allocated for a trial of matting on Huntersfield, to include matting, materials and labour.
Action: Cllr. Lewis to send matting details to clerk. Clerk to implement.
- 20/03/24 To agree a budget and grant applications for replacement teen shelter**
 ON THE RESOLUTION OF Cllr. Middleton
 SECONDED BY Cllr. Bowers
 IT WAS RESOLVED that the Parish Council applies for S106 money to fund the replacement teen shelter.
Action: Add agenda item to April to approve supplier for replacement fort.
- 21/03/24 To approve submission of Asset of Community Value application**
 ON THE RESOLUTION OF Cllr. Middleton
 SECONDED BY Cllr. Brooks
 IT WAS RESOLVED that the submission for an asset of community value for the Horse and Jockey pub is delegated to Cllr. Kent and Cllr. Howes
- 22/03/24 To approve any training requests**
 None received
- 23/03/24 To receive update on security cameras**
Action: Cllr. Kent to send details of camera to clerk. Cllr. Kent to investigate signage.
- 24/03/24 To receive update from the Public Works of Art working group**
 Second meeting with Abi Brown scheduled for March. Looking at signposts, roundabout, play blocks, seats in River Meadow. Cllr. Burrows will join working group.
- 25/03/24 To receive the report of the Millennium Green Trust**
 AGM held in February. Cllr. Isaacs has taken over as chair and Cllr. Kent as treasurer. Large hole is developing on the back wall – PC will check lease for ownership.
- 26/03/24 Provisional date of next meeting – Wednesday 3rd April 2024**
27/03/24 Questions/comments from parishioners

Meeting finished at 9.58pm

Signed.....

Date.....