

**Minutes of a meeting of STANFORD IN THE VALE PARISH COUNCIL held remotely on
WEDNESDAY 5TH MAY 2021**

Present: Cllr Lewis Cllr Warren Cllr Bailey Cllr Middleton Cllr Isaacs
Cllr Howes Cllr Warren Cllr Jenkins Cllr Williams D.M. Dew (Clerk)
County Cllr Fitzgerald O'Connor 7 Parishioners

01/05/21 Election of Chairman

Cllr Lewis stated that he would not stand for re-election and proposed Cllr Middleton
ON THE RESOLUTION OF Cllr LEWIS
SECONDED BY Cllr WARREN
IT WAS RESOLVED that Cllr MIDDLETON be elected as Chairman – carried

02/05/21 To receive apologies and reason (if offered)

District Cllr Boyd (business)

03/05/21 To receive Declarations of Interest from Cllrs on any agenda item

Cllr Middleton Item 16
Cllr Howes Item 9

04/05/21 To receive approve & sign as a true record minutes of previous meeting 7th April

ON THE RESOLUTION OF Cllr ISAACS
SECONDED BY Cllr HOWES
IT WAS RESOLVED that the minutes be signed as a true record
There were 2 abstentions

05/05/21 To receive report of County Councillor

The drainage problem outside the Co-op (High Street) has been reported. County Council representative (Gordon Kelman) has been in touch with the Co-Op – the work will require suspension of parking, which they have agreed to. Cllr Fitzgerald O'Connor will enquire with the County Council about progress. Cllr Middleton requested to be copied in on the email so that the Parish Council have visibility.
Contacted about noise pollution (possible bird scarer) between Stanford and Goosey.
This was her last meeting as County Cllr. The Chairman thanked her for her work on behalf of the Parish Council.

06/05/21 To receive report of District Councillor

Nil

07/05/21 Questions/comments from parishioners

Nil

08/05/21 Election of Officers

a) Deputy Chairman
ON THE RESOLUTION OF Cllr MIDDLETON
SECONDED BY Cllr ISAACS
IT WAS RESOLVED that Cllr LEWIS be elected as Deputy Chairman – carried

b) Hon Secretary
ON THE RESOLUTION OF Cllr WARREN
SECONDED BY Cllr ISAACS
IT WAS RESOLVED that Cllr JENKINS be elected as Hon Secretary – carried

c) Senior Councillor
ON THE RESOLUTION OF Cllr MIDDLETON
SECONDED BY Cllr WARREN
IT WAS RESOLVED that Cllr ISAACS be elected as Senior Councillor – carried

d) Responsible Finance Officer
ON THE RESOLUTION OF Cllr MIDDLETON
SECONDED BY Cllr JENKINS
IT WAS RESOLVED that Cllr LEWIS be elected as RFO – carried

09/05/21 To consider applicants for the Casual Vacancy and to co-opt a new Councillor

ON THE RESOLUTION OF Cllr MIDDLETON
SECONDED BY Cllr ISSACS
IT WAS RESOLVED that the meeting be closed to allow applicants to speak

ON THE RESOLUTION OF Cllr MIDDLETON
SECONDED BY Cllr HOWES
IT WAS RESOLVED that the meeting be reopened

The applicants' CVs had been previously circulated to Council. A vote was held and MIKE DIXON was co-opted as a councillor having achieved an absolute majority after the first round of voting. Chairman thanked all other applicants for their interest.

10/05/21 Election of Committees

ON THE RESOLUTION OF Cllr BAILEY
SECONDED BY Cllr LEWIS
IT WAS RESOLVED that formation of committees should be as at present (minutes reference 06/05/19) with the exception of the amendments below – carried
- Cllr Lewis and Cllr Jenkins to join Recreation & Leisure Committee
- Cllr Dixon to be co-opted later
Note that Chairman is an ex-officio member of all committees

Committee memberships

Planning & Finance – All councillors
Environment – Cllrs. Lewis, Bailey, Jenkins, Isaacs, Howes, Middleton, Williams
Recreation & Leisure – Cllrs Lewis, Williams-Cuss, Warren, Howes, Middleton, Jenkins
Public Work of Art Liaison Working Party – Cllrs Bailey, Jenkins
Speedwatch Working Party – All persons trained by Thames Valley Police

11/05/21 To appoint PC Members (4) to Village Hall Management Committee

As at present (minutes reference 07/05/19)
Cllrs Lewis, Warren, Jenkins

12/05/21 To receive report of Clerk

Corroded litter bins

The immediate problem has been solved by swapping the bin liners over. Replacement would be a better long-term solution but is on hold until any potential changes to litter collection by the district council have been clarified.

13/05/21 To receive report of Chairman inc items for next agenda

Report presented by Cllr Lewis

Contacted by a parishioner about litter in the Community Woodland. Explained that we are reliant on goodwill from W&S (recycling centre) and they've had some challenges because of COVID rules. But ex-councillor Banbury has offered to litter pick. The parishioner came back to Cllr Lewis to suggest that they were happy to do so as well. Cllr Lewis will follow up with the person that contacted him and Mr Banbury as well. Cllr Middleton will request a litter pick along the fence by the Strip Woodland from W&S.

We've had some progress with the footpath that links across from Bow Road to the Hatford footpath. Improvements to temporary fencing now give the legal width of the footpath that is required. We will continue to keep working to try to find the right way forward.

Contacted about loud bangs in the early morning (possible bird scarer). Cllr Lewis will follow up with the parishioner.

We held a meeting with Sovereign-Vale in the last few weeks. They are looking to do something with the Old Nursery site; we suggested they needed to look very carefully as to how they could respond to the sensitivities of the site and come up with a proposal that was suitably scaled rather than proposals that have been delivered before showing significant quantities of housing.

David Wilson Homes have been back in touch about the Nursery End open spaces. Cllr Lewis will arrange a meeting.

Cllr Lewis is chasing quotes and options for the Skate Park (see agenda item 21/05/21).

An updated risk register was circulated to Council (see agenda item 18/05/21).

Cllr Lewis will talk to VWHDC in response to our last meeting about their election costs.

14/05/21 To receive correspondence

Changes to the database used to register our defibrillators. Clerk will circulate the email.

Email received about gardening services. Cllr Lewis will reply.

Cllr Warren reported there had been an accident in the High Street (collision with stationary car – driver did not stop). Speedwatch is due to start again this month. Cllr Middleton will contact our Highways Officer and Cllr Jenkins will contact Neighbourhood Policing to see if any measures can be taken to deter dangerous driving. The possibility of a speed-activated sign was raised. Cllr Warren will contact the school about resuming our discussion around congestion outside. Cllr Isaacs raised the issue of Occado lorries driving through the village; he will contact them to discuss. Cllr Warren will respond to the parishioner who raised the issue. Item to next agenda.

15/05/21 To discuss Planning Applications

P21/V0546/HH – 7 Cottage Road – *Extension (rear & porch) and loft conversion*

ON THE RESOLUTION OF Cllr LEWIS

SECONDED BY Cllr BAILEY

IT WAS RESOLVED that there were NO OBJECTIONS to this application

P21/V0628/LB – The Elms, Bow Road – *Reinstate external chimney wall*

ON THE RESOLUTION OF Cllr ISAACS

SECONDED BY Cllr BAILEY

IT WAS RESOLVED that there were NO OBJECTIONS to this application

P21/V1031/HH – 2 Mawkes Close – *Single storey extension*

ON THE RESOLUTION OF Cllr HOWES

SECONDED BY Cllr JENKINS

IT WAS RESOLVED that there were NO OBJECTIONS to this application

P21/V0867/LDP – 23 Whitfield – *Siting of air source heat pump (existing)*

No comments required

Cllr Howes will look into potential issues around noise from heat pumps with a view to understanding the implications for any future applications.

P21/V0896/A – Co-operative Retail Services, High Street – *Advertising*

ON THE RESOLUTION OF Cllr MIDDLETON

SECONDED BY Cllr LEWIS

IT WAS RESOLVED that there were NO OBJECTIONS to this application on the assumption that there will be no increase to overall lighting levels for advertising. We would appreciate it if the opportunity could be taken to resite the community board in a more prominent position.

P21/V0923/HH – 55 Cottage Road – *First floor extension & porch*

ON THE RESOLUTION OF Cllr HOWES

SECONDED BY Cllr MIDDLETON

IT WAS RESOLVED that there were NO OBJECTIONS to this application

P21/V0843/HH – Cromwell House High Street – *two storey extension*

Council noted the lack of an associated listed building application and agreed to delegate the response to the Chairman, who will check if a listed building consent exists and if there have been any objections from the Conservation Officer before responding.

ON THE RESOLUTION OF Cllr LEWIS

SECONDED BY Cllr ISAACS

IT WAS RESOLVED that the response be delegated to the Chairman, who will contact planning regarding the status as a listed building

P21/V1008/HH & P21/V1009/LB – Manor House, Church Green – *Internal alterations, removal of flue, installation of automated gates*

Cllr LEWIS declared an interest

ON THE RESOLUTION OF Cllr WARREN

SECONDED BY Cllr BAILEY

IT WAS RESOLVED that there were NO OBJECTIONS to these applications

P21/V0988/HH & P21/V0989/LB – Bedlam Barn, Gainfield – *Two storey extension, new rooflight, new dormer and internal alterations*

ON THE RESOLUTION OF Cllr MIDDLETON

SECONDED BY Cllr BAILEY

IT WAS RESOLVED that there were NO OBJECTIONS to this application

16/05/21 To approve accounts for payment

Transaction date	Transaction Type	Transaction description	Debit amount	Credit amount	Balance
01/04/2021	SO	STANFORD IN THE VA PRE SCHOOL LEASE		£500.00	£4,897.54
02/04/2021	PAY	Service Charges Ref:702806535			£4,897.54
06/04/2021	DD	SWALEC REFERENCE: 747970251	£18.91		£4,878.63
08/04/2021	DC	VWH GENERAL REFERENCE: PRECEPT 2021/22 1S		£12,047.50	£16,926.13
28/04/2021	DD	SWALEC REFERENCE: 747970251	£9.41		£16,916.72
30/04/2021	FPO	Came & company 3100616	£317.56		£14,344.65
30/04/2021	FPO	OALC STANFORD PC	£468.26		£14,662.21
30/04/2021	FPO	Exturniture INV. 7568	£600.00		£15,130.47
30/04/2021	FPO	HMRC - ACCOUNTS OFFICE CUMBERNAULD 475PP00178396	£245.89		£15,730.47
30/04/2021	FPO	D W Dew STANFORD PC	£823.35		£15,976.36
30/04/2021	FPO	N.Middleton STANFORD PC	£78.00		£16,799.71
30/04/2021	DD	EE BROADBAND REFERENCE: FS618703702X058	£39.01		£16,877.71

ON THE RESOLUTION OF Cllr WARREN
 SECONDED BY Cllr HOWES
 IT WAS RESOLVED that the accounts for payment be approved

17/05/21 To approve Monthly Statement of Accounts

Account	30 April 2021	31 March 2021
TSB	£14,344.65	£4,397.54
Redwood	£24,774.39	£24,751.12

ON THE RESOLUTION OF Cllr ISAACS
 SECONDED BY Cllr JENKINS
 IT WAS RESOLVED that the Monthly Statement of Accounts be approved

18/05/21 To approve & adopt Risk Register

As previously circulated by Cllr Lewis.

Cllr Isaacs asked if the Council was adequately protected against cyber risks (e.g. protection of digital records and backups). Cllr Lewis replied that the basics were covered including backup to cloud storage and protection against malware.

ON THE RESOLUTION OF Cllr ISAACS
 SECONDED BY Cllr WARREN
 IT WAS RESOLVED that the Risk Register be approved and adopted

19/05/21 To approve and sign external audit Annual Governance Statement

ON THE RESOLUTION OF Cllr HOWES
 SECONDED BY Cllr ISAACS
 IT WAS RESOLVED that the Annual Governance Statement be signed

20/05/21 To discuss/agree potential measurers/mitigations to progress Council business lawfully if the temporary changes permitting virtual meetings are not extended

Council recognised that continuing with virtual meetings could present the risk of decisions being challenged as unlawful, but also that Council has an overriding duty of care for the health of both members of the public and councillors attending meetings, particularly those who have been shielding.

ON THE RESOLUTION OF Cllr ISAACS
 SECONDED BY Cllr HOWES
 IT WAS RESOLVED that virtual meetings should be continued and the situation reviewed again at the next Parish Council meeting.
 Item to next agenda.

- 21/05/21 To consider Skate Park repairs/replacement and to approve interim maintenance**
Cllr Lewis is obtaining quotes for repair replacement. Concrete ramps are preferred by the riders. Estimated costs were presented in the region of £20k to £80k (not all for comparable options). This will necessitate grant funding. Delegation to the Recreation & Leisure committee as an on-going project is a possible way forward.
Item to next agenda.
- 22/05/21 To discuss creation of Chairman's fund**
Item to next agenda.
- 23/05/21 To receive report of Environmental Committee & to consider/approve QEII project additional expenditure**
As circulated to Council
ON THE RESOLUTION OF Cllr MIDDLETON
SECONDED BY Cllr ISAACS
IT WAS RESOLVED that a further £1700 be allocated from reserves towards QEII expenditure
- 24/05/21 To receive report of Recreation & Leisure Committee**
Nil
- 25/05/21 To receive report of Neighbourhood Plan**
Nil
- 26/05/21 To receive report of Millennium Green Trust**
Meeting and AGM to be arranged.
- 27/05/21 To receive report of Public Work of Art Liaison Working Party**
Nil
- 28/05/21 Provisional date of next meeting**
2nd June 2021
- 29/05/21 Questions/comments from parishioners**
Nil
- 30/05/21 Confidential item – to discuss payroll procedures**