

**MINUTES OF THE ANNUAL MEETING OF STANFORD IN THE VALE PARISH COUNCIL**  
**HELD REMOTELY ON 6<sup>TH</sup> MAY 2020 BY VIDEO-CONFERENCE**

**Present: Cllr.Lewis, Cllr.Warren, Cllr.Isaacs, Cllr.Bailey, Cllr.Jackson, Cllr.Jenkins, Cllr.Middleton  
District Cllr.Boyd(VWHDC) DMDew (Clerk)**

**01/05/20 Election of Chairman and officers**

In light of the current pandemic and the restrictions on meetings, it was proposed that all officers, sub-committees and working parties remain as they stand. Cllr.Warren stated that she wished to stand down as Vice-Chair and Cllr.Middleton has stated that he wished to be considered for this position. Following this change:

ON THE RESOLUTION OF Cllr.LEWIS

SECONDED BY Cllr.BAILEY

IT WAS RESOLVED that the resolution be approved

**02/05/20 To receive apologies and reason (If Offered)**

Cllr. Williams-Cuss (Business) Cllr.Williams (personal) Cllr.Fitzgerald O'Connor(OCC)

**03/05/20 To receive declarations of interest from Cllrs. on any agenda item**

Cllr.Jackson Item 10. Cllrs. Lewis & Middleton Item 12

**04/05/20 To receive, approve & sign as a true record minutes of previous meeting 04 March 2020**

On the resolution of Cllr.Middleton

Secoded by Cllr. Isaacs

It was resolved that the minutes be signed as a true record

**05/05/20 To receive report of County Councillor**

Nil

**06/05/20 To receive report of District Councillor**

Extra garden waste collection – The first brown bin collection after the bank Holiday weekend one extra bins worth(equivalent of 3 large bin bags) will be collected.

VE day - We are asking everyone to make it red, white & blue this weekend. The VE DAY website has heaps of information

There will be no elections until May 2021

Supporting Care Homes – We are working to provide a support plan for homes, staff and residents.

**07/05/20 QUESTIONS/COMMENTS FROM PARISHIONERS**

Nil

**08/05/20 TO RECEIVE REPORT OF CLERK**

Reports from parishioners and VWHDC that groups were not observing the restrictions on using the playareas despite being padlocked and signs placed. The matter has been reported to TV Police. Some cameras have been placed in order to identify those ignoring the regulations.

**09/05/20 To receive report of Chairman inc items for next agenda**

It was necessary to cancel the PC meeting scheduled for April 2020 due to the Coronavirus pandemic and rules on gatherings/social distancing in force at the time. This is the first ever remote meeting of Stanford in the Vale Parish Council, following changes to legislation that have been introduced within the Local Government Act.

During Februrary I'd attempted to obtain costs from Biffa for litter picking/emptying "our" public bins, as an extension to the existing services they provide. In early March I was contacted by Vale's Technical Services and Environmental Team Leader, Louise Brown in relation to this. I'm advised that major changes are underway with extraneous services, in part to standardise what happens across the district. Any such requests would need to go through Biffa's commercial arm, and it was recommended that we also approach Chilton Waste and Grundon for comparable quotes.

Following the announcement from HM Government on 23 March, and in liaison with Cllr. Warren whilst I was away, we concurred that it was necessary to close the playground behind the Village Hall. The closure was enacted the following day, and we also advised David Wilson Homes of the need to secure the Nursery End play area, as well as confirming with VWHDC that they would be securing the playground within Forest Grove. On 25 March, the guidance was updated further, applying to the entirety of the Recreation Field, which was subsequently closed off. We owe a debt of thanks to Cllr. Simon Jackson, Steve Willis and Darren Rolls for their sterling efforts in obtaining, installing, maintaining and replacing the relevant fencing, chains and locks to make this possible. My personal thanks also go to Cllr. Warren who was co-ordinating all of this and juggling teleconferences with me as I was stuck abroad at the time. On behalf of the entire community, I would also like to thank Cllrs. Williams-Cuss and Warren who have overseen the creation and management of the COVID20 support group which has seen large numbers of volunteers connecting with vulnerable residents within the parish.

Returning to more “normal” business: Cllr Middleton has kindly sourced and arranged for the installation of additional notices for public footpaths ref. dogs worrying livestock.

We welcome Nicky Middleton who takes over the part time role vacated by Chris Stallard recently in helping to keep the village litter free.

We’ve had reports/concerns relating to someone rough sleeping – the individual has roots here but is prompting much concern. Cllr. Jackson has been in contact and is liaising with the Housing Team at VWHDC to resolve.

Noticeboards – in light of Government guidance, the clerk felt uncomfortable updating the noticeboards, so I undertook this ahead of today’s meeting – the amount of old notices left behind was phenomenal and these have now been sent for recycling. The noticeboards do appear to be looking “tired” and the post on Hunters Field is likely rotten – I’ve asked Darren to review in more detail. Darren has also advised me that the mower shed doorposts were not replaced when the doors were and these are now in need of replacement. If anyone has good ideas for a contractor that might take this on, please let me know.

You will have seen my e-mails chasing Thames Water in relation to their proposals to close Bow Road, yet again – ongoing. Separately, I understand that a different arm of Thames Water is finally going to seed Upper Green in the coming days.

Cllr. Jackson has reported some issues with Ash trees within the Recreation Field – seeking quotes.

Penny Holford, our gardener, has been in contact regarding planters, in particular the one in Joyces Road and will be arranging to plant this up in the coming weeks.

I’ve been working with the clerk to complete the preliminary tasks ahead of the annual audit.

Finally, I’m advised by Darren/Mike that the cylinder mower is “end of life”.

### **10/05/20 To receive correspondence – Pre-school rent**

After reviewing correspondence from Stanford in the Vale Pre-school, it was understood that Cllrs. Williams-Cuss, Jackson & Lewis had all pointed them to the potential benefit of a grant from VWHDC, but it was not immediately clear whether they were eligible. Council also reviewed Pre-school’s last published accounts (08/2018).

ON THE RESOLUTION OF Cllr.LEWIS

SECONDED BY Cllr.ISAACS

IT WAS RESOLVED to defer the payment of rent for the current period for a maximum of six months or until a decision on their eligibility for a grant had been received (whichever comes first) at which point Council will reconsider the position

### **11/05/20 To discuss Planning Applications**

**P20/V0777/HH 10 Spencers Close** – Proposed 2storey front extension & single storey rear extension

ON THE RESOLUTION OF Cllr. JACKSON

SECONDED BY Cllr.WARREN

IT WAS RESOLVED that there were NO OBJECTIONS to this application

**12/05/20 TO APPROVE ACCOUNTS FOR PAYMENT**

10:12 AM  
05/05/20

**Stanford in the Vale Parish Council  
Reconciliation Detail  
Current Account - TSB, Period Ending 30/04/20**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						1,500.71
<b>Cleared Transactions</b>						
<b>Cheques and Payments - 12 items</b>						
Bill Pmt -Cheque	02/03/20	2473	Foxtail Garage Ltd	X	-915.49	-915.49
Bill Pmt -Cheque	07/04/20	BACS	HMRC	X	-250.63	-1,166.12
Bill Pmt -Cheque	08/04/20	BACS	D Rolls	X	-304.24	-1,470.36
Bill Pmt -Cheque	20/04/20	BACS	P.Lewis	X	-110.08	-1,580.44
Bill Pmt -Cheque	24/04/20	BACS	Bluestone Planning	X	-3,942.00	-5,522.44
Bill Pmt -Cheque	24/04/20	BACS	D.M.Dew	X	-840.85	-6,363.29
Bill Pmt -Cheque	24/04/20	BACS	Stackhouse Poland ...	X	-299.60	-6,662.89
Bill Pmt -Cheque	24/04/20	BACS	HMRC	X	-254.23	-6,917.12
Bill Pmt -Cheque	24/04/20	BACS	N.Middleton	X	-72.00	-6,989.12
Bill Pmt -Cheque	24/04/20	BACS	Stanford in the Vale...	X	-18.50	-7,007.62
Bill Pmt -Cheque	28/04/20	BACS	British gas	X	-71.88	-7,079.50
Bill Pmt -Cheque	30/04/20	BACS	EE Broadband	X	-34.33	-7,113.83
Total Cheques and Payments					-7,113.83	-7,113.83
<b>Deposits and Credits - 6 items</b>						
Deposit	01/04/20			X	500.00	500.00
Deposit	01/04/20			X	11,850.00	12,350.00
Deposit	03/04/20			X	20.00	12,370.00
Deposit	03/04/20			X	500.00	12,870.00
Transfer	14/04/20			X	3,285.00	16,155.00
Deposit	28/04/20			X	1,339.08	17,494.08
Total Deposits and Credits					17,494.08	17,494.08
Total Cleared Transactions					10,380.25	10,380.25
Cleared Balance					10,380.25	11,880.96
<b>Uncleared Transactions</b>						
<b>Cheques and Payments - 2 items</b>						
Bill Pmt -Cheque	10/03/20	2475	R B Legion		-50.00	-50.00
Bill Pmt -Cheque	31/03/20	2477	Webbs		-65.86	-115.86
Total Cheques and Payments					-115.86	-115.86
Total Uncleared Transactions					-115.86	-115.86
Register Balance as of 30/04/20					10,264.39	11,765.10
<b>Ending Balance</b>					<b>10,264.39</b>	<b>11,765.10</b>

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

## 13/05/20 TO APPROVE MONTHLY STATEMENT OF ACCOUNTS

10:09 AM

05/05/20

Accrual Basis

### Stanford in the Vale Parish Council Statement of Accounts - Summary As of 30 April 2020

	30 Apr 20
<b>ASSETS</b>	
<b>Current Assets</b>	
Cash at bank and in hand	
Current Account - TSB	
Reserves - NP	152.00
Current Account - TSB - Other	11,613.10
<b>Total Current Account - TSB</b>	<b>11,765.10</b>
Redwood 35 Day Savings Account	
Reserves - Play Equipment Savin	750.00
Reserves - CIL Savings	2,285.12
Reserves - NP Savings	3,589.05
Redwood 35 Day Savings Account - ...	25,823.86
<b>Total Redwood 35 Day Savings Account</b>	<b>32,448.03</b>
Petty Cash	0.10
<b>Total Cash at bank and in hand</b>	<b>44,213.23</b>
<b>Total Current Assets</b>	<b>44,213.23</b>
<b>NET CURRENT ASSETS</b>	<b>44,213.23</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<b>44,213.23</b>
<b>NET ASSETS</b>	<b>44,213.23</b>
Capital and Reserves	0.00

ON THE RESOLUTION OF Cllr.JACKSON

SECONDED BY Cllr.BAILEY

IT WAS RESOLVED that the monthly statement of accounts be approved

## 14/05/20 TO APPROVE & ADOPT RISK MANAGEMENT PROCEDURES

Due to the Electronic protection not being listed

ON THE RESOLUTION OF Cllr.LEWIS

SECONDED BY Cllr.BAILEY

IT WAS RESOLVED that this item be deferred to next meeting

## 15/05/20 TO APPROVE & SIGN "ANNUAL GOVERNANCE STATEMENT"

ON THE RESOLUTION OF Cllr.ISAACS

SECONDED BY Cllr.WARREN

IT WAS RESOLVED that the statement be approved

## 16/05/20 PROVISIONAL DATE OF NEXT MEETING

3<sup>RD</sup> June 2020

## 17/05/20 QUESTIONS/COMMENTS FROM PARISHIONERS

Public access to meetings – it was queried whether parishioners were able to join the virtual meeting. Chairman confirmed that anyone could join in the same way as Cllrs. had or by telephone if they didn't have internet access. There was concern that buses were running virtually empty and yet double deckers were still being used although it was noted that on occasion and mine-bus was providing the service. Cllr.Middleton to contact Thames Travel Cllr.Jackson wished it to be recorded of thanks to Steve Willis for all his input and help. Cllr.Warren also wished to thank village volunteers for their help and efforts. These grateful thanks will be recorded in the next village Newsletter