



**Minutes of a meeting of STANFORD IN THE VALE PARISH COUNCIL
held on Wednesday 1 May 2024 at Stanford in the Vale Village Hall**

- Present:** Cllr Middleton (Chair) Cllr. Austin Cllr. Bowers Cllr. Brooks Cllr. Dixon
Cllr. Howes Cllr. Isaacs Cllr. Kent Cllr. Lewis
Claire Lewis (Clerk)
0 members of the public
- 01/05/24 To elect the Chairman for the year 2024/25**
ON THE RESOLUTION OF Cllr. Isaacs
SECONDED By Cllr. Howes
IT WAS RESOLVED that Cllr. Middleton was elected as Chairman for the year 24/25
- 02/05/25 To receive apologies**
Cllr. Caul (VWHDC)
- 03/05/24 To receive Declarations of Interest from Cllrs on any agenda item**
Cllr. Middleton agenda item 15 a) (neighbour)
Cllr. Lewis and Cllr. Kent – agenda item 16 (expenses)
- 04/05/24 To receive, approve & sign as a true record, minutes of previous meeting 3 April 2024**
ON THE RESOLUTION OF Cllr. Austin
SECONDED By Cllr. Dixon
IT WAS RESOLVED that the minutes be accepted
All in favour
- 05/05/24 To receive report of County Councillor**
Nothing received from Cllr. Ash.
Action: Clerk to email current issues to contact at Democratic Services
- 06/05/24 To receive report of District Councillor**
Updates requested – clerk to pass to Cllr. Caul:
1. Progress on Bow Road footpath – Cllr. Isaacs will contact Cllr. Caul
 2. Parish Council would like a response to our feedback on the Playing Pitches and Leisure Facilities strategies. PC would like to meet the District Council to discuss our feedback and their response.
- 07/05/24 Questions/comments from Parishioners**
None
- 08/05/24 Councillor Co-option – to consider the vacancy and any applications**
Action: Clerk to put up notices for councillor in noticeboards and contact parishioner who previously expressed interest
- 09/05/24 Election of Officers: a) Deputy Chairman b) Hon Secretary c) Senior Councillor**

ON THE RESOLUTION OF Cllr. Middleton
SECONDED By Cllr Isaacs
IT WAS RESOLVED that Cllr. Lewis was elected Deputy Chairman

ON THE RESOLUTION OF Cllr. Isaacs
SECONDED By Cllr. Kent
IT WAS RESOLVED that Cllr. Howes be elected Hon Secretary

ON THE RESOLUTION OF Cllr. Kent
SECONDED By Cllr. Howes
IT WAS RESOLVED that Cllr. Isaacs be elected Senior Councillor

10/05/24 To appoint Clerk as Responsible Financial Officer from financial year 24/25 onwards

ON THE RESOLUTION OF Cllr. Lewis
SECONDED By Cllr. Brooks
IT WAS RESOLVED that Clerk is RFO from financial year 24/25
All in favour

ON THE RESOLUTION OF Cllr. Isaacs
SECONDED By Cllr. Middleton
IT WAS RESOLVED to thank Cllr. Lewis for his hard work and efforts in his role as RFO
All in favour

11/05/24 To agree which committees and working groups are needed for 24/25, meeting frequency and membership

ON THE RESOLUTION OF Cllr. Lewis
SECONDED By Cllr. Middleton
IT WAS RESOLVED that all members of the Parish Council be appointed to the Planning and Finance committee. All in favour.

ON THE RESOLUTION OF Cllr. Middleton
SECONDED By Cllr. Howes
IT WAS RESOLVED that the PC has an Environment Committee chaired by Cllr. Isaacs with Cllrs. Middleton, Howes, Brooks, Bowers and Lewis as members.
All in favour

ON THE RESOLUTION OF Cllr. Lewis
SECONDED By Cllr. Isaacs
IT WAS RESOLVED that the PC has a Recreation and Leisure Committee chaired by Cllr. Lewis, with Cllrs. Middleton, Isaacs, Lewis and Austin as members.
All in favour

ON THE RESOLUTION OF Cllr. Middleton
SECONDED By Cllr. Lewis
IT WAS RESOLVED that the PC has a Personnel Committee chaired by Cllr. Middleton, with Cllrs Kent, Austin, and Dixon as members.
All in favour

ON THE RESOLUTION OF Cllr. Middleton
SECONDED By Cllr. Kent
IT WAS RESOLVED that the PC has a Public Work of Art working group with Cllrs. Kent, Brookes and Bowers as members

All in favour

12/05/24 To appoint up to 4 PC members to Village Hall Management Committee

ON THE RESOLUTION OF Cllr. Middleton

SECONDED By Cllr. Bowers

IT WAS RESOLVED that Cllrs. Lewis and Dixon be appointed to the Village Hall Management Committee. All in favour.

13/05/24 To receive report of Chairman inc. items for next agenda

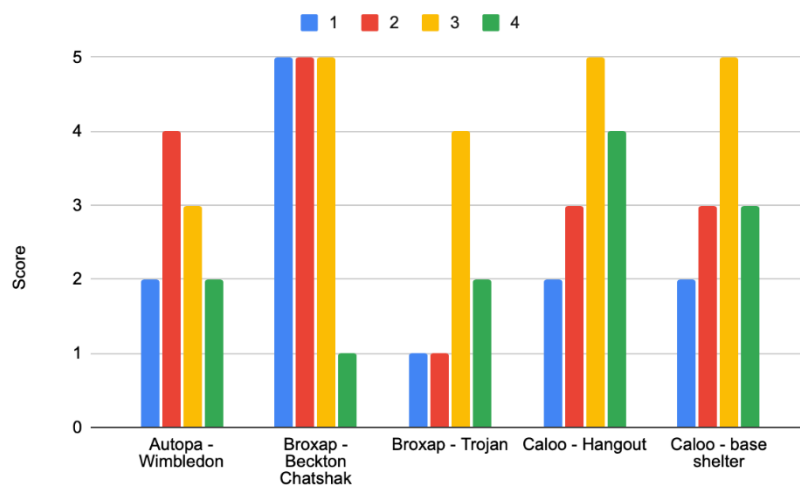
(a) A417 30mph consultation

We had 180 responses to the online survey. Of these 170 (94%) were in favour of a reduction of the speed limit to 30mph and 10 (6%) were against. Three responses were also received by phone/email, all in support of the speed reduction.

Several parishioners also requested that the 30mph speed limit at the High Street/Wantage end of the A417 be extended to cover the stretch of footpath leaving the village towards Mill Farm. Having walked this path myself while litter picking I can attest how unsafe it feels to be negotiating it in close proximity to traffic, including HGVs travelling at up to 50mph. **Action:** Clerk to forward the results to OCC.

(b) Skate Park teen shelter consultation

I offered five potential designs for consultation. Each could be rated on a five point scale from 1 (dislike) to 5 (like). We had four responses, as below.



Specific comments received were:

- Beckton Chatshak looks perfect
- Curved roofs are an advantage as they are less likely to be climbed on. Shelter from wind and rain are important for more usage year round
- As a wheelchair user, accessibility into the shelter is my top priority

Signed.....

Date.....

(c) White Horse District Council, Pitch & Leisure Strategy Consultation

We have submitted [our response](#) to the pitch and leisure strategy consultation. Particular thanks go to Cllr Isaacs for pulling together such a comprehensive and thorough response. Given the considerable time and effort we have expended in responding to the consultation, we expect detailed consideration to be given to our response with follow-up engagement from the district council. At the very least I would expect a dedicated response from the local authority with the opportunity for further discussion of the points we have made.

(d) Climate action fund

I have requested an extension to our Climate Action Fund grant to spring of next year (31 March 2025) to give time for a planting design to be prepared and the site to be made ready for planting early next year.

I am sounding out professional gardeners about making a design for us, paid for from the grant funding.

(e) Trees on Joyce's Rd to Cottage Rd footpath

I'm in discussion with SSEN and landowners about arranging for SSEN to cut back some of the trees adjoining the footpath where they are close to/touching a power line.

(f) Pre-school Ofsted assessment

I've [written to the pre-school](#) to congratulate them on their outstanding rating from Ofsted.

(g) Committees and working groups

With this being the annual meeting, we have the opportunity to review our needs for committees and working groups for the next year (agenda item 11). We may wish to use this opportunity to consider what combination of committees and working groups will enable us to progress matters efficiently, with the required oversight and minimising the calls on councillors' time to attend extra meetings.

Note that committees are required to meet in public and produce formal minutes, whereas working groups are not. Further details are given in the [standing orders](#).

Note that any decision to continue existing committees and working groups or constitute new ones implies that a councillor will be willing to chair the relevant meeting.

(h) Football club lease renewal

The working group established to negotiate a new lease (Cllr. Isaacs, Cllr. Austin, Cllr. Kent, Cllr. Middleton and Cllr. Lewis - 19/04/24) met yesterday to scope out the general approach. It was agreed that this should very much be a two-way conversation between the club and the parish council. The negotiation process can also be used as an opportunity to discuss and expand on the plans for the QEII Field.

I will contact the club to arrange an initial discussion with them as the next step.

14/05/24 To receive correspondence and Clerk's Report

Correspondence – relevant copies are in the meeting correspondence folder

1. A parishioner has been in touch to request that the A417 30mph limit out of the village towards Wantage be extended down to Mill Farm (it currently stops just outside Stones Farmhouse). The process for this is: [Speed limits and road signs | Oxfordshire County Council](#)
2. A parishioner has written offering to donate an Oak Tree to be planted in the village to commemorate the 80th Anniversary of D-Day. **Action:** Delegated to environment committee to discuss
3. Gladman Developments have written to request a meeting with the PC. They are working with landowners with land adjacent to the QEII. **Action:** Cllr. Middleton will write to Gladman.
4. A lamppost has been erected partially blocking the vehicular access to the allotments on the A417. DWH has confirmed that it will be moved but have not confirmed when.

- DWH confirmed to Cllr. Bowers that the roadworks are now expected to complete in December 24 rather than August 24. I am including the correspondence, so it is in the published minutes:

Our first delay was caused due to the works needing to be carried out to the pedestrian/cycle way along Faringdon Road as the gas utility company informed us that the works to the main spine road would be carried out too close to the main gas line so therefore further inspections were needed to determine the most efficient and safe way of carrying out these works. This caused a delay of around 4-5 weeks to have a confirmed plan for this and due to the extent of the works, what had initially been programmed as one week's work turned out taking the contractor four weeks to complete. It has now been confirmed that the newly constructed pedestrian/cycle way will be completed up to binder course by Wednesday 17th April.

Further delays have since been caused due to the road make-up on Farringdon Road; our initial plan of how to excavate this area is no longer a viable option and has now been confirmed that we need to vacuum excavate the necessary areas which is a lengthier process than originally scheduled, therefore extending the schedule of works. Due to the above, we have been given an estimated finishing timeframe of end of December with the hope that this can be completed sooner.

Action: Clerk to ask for plan from Conlon and OCC

- Vale of White Horse District Council is setting a new corporate plan for the next four years and is encouraging everyone within the district to join in the conversation 'At the Heart of the Vale' until 14 May - www.whitehorsedc.gov.uk/HeartOfTheVale. The survey can be completed by individuals as well as the Parish Council: [At the Heart of the Vale - Our Plan for 2024-28 - About you - Join the conversation - South Oxfordshire & Vale of White Horse - Citizen Space \(southandvale.gov.uk\)](#)
- OCC has announced a grant funding round for Community Transport, with £150,00 available.
- April Community First and OALC newsletters are in the folder.

Clerk's report

- We have received the CIL payment of £69,271.35. Action: Clerk to move CIL monies from TSB to appropriate savings accounts
- The streetlights near the Ware road roundabout have finally been fixed.
- The electricity contract for the floodlights is expiring – I have switched to Yu electricity from June at a lower tariff. They will install a new meter, avoiding the need for me to provide monthly readings.
- I contacted Democratic Services about the lack of contact with Cllr. Ash. The head of governance at OCC has been in touch with her and has also offered to pass on any issues to her. She has not been in touch directly.
- The following S106 contributions were made to Vale of White Horse District council in April from agreement 16V98 - Land west of Faringdon Road:

Cycle Paths	19,608.63
Public Art	42,926.08
Indoor Sport	12,652.89
Open Space	116,440.72
Community Buildings	8,520.54

- The new contractor is now unable to do any work for us – I will advertise for another one.
- I have prepared the S106 application towards archaeology costs. Awaiting a revised quote before it can be submitted.

15/05/24 To discuss planning applications:

- P24/V0739/HH - 23 Church Green - Garage Conversion**

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Kent

IT WAS RESOLVED that the Parish Council supports this application with 1 abstention

Signed.....

Date.....

b) **P24/V0731/FUL** - *Stanford Primary School* - Solar Panels

ON THE RESOLUTION OF Cllr. Isaacs

SECONDED BY Cllr. Austin

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

c) **P24/V0804/HH** - *14 Cottage Road* - extension

ON THE RESOLUTION OF Cllr. Isaacs

SECONDED BY Cllr. Kent

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

d) **P24/V0895/HH** - *23 Chapel Road* – extension

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Isaacs

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

16/05/24

To approve Accounts for Payment

5:00 PM

01/05/24

**Stanford in the Vale Parish Council
Reconciliation Detail
Current Account - TSB, Period Ending 30/04/24**

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Beginning Balance							3,728.15
Cleared Transactions							
Cheques and Payments - 11 items							
Bill Pmt -Cheque	17/04/24	BACS	EON.Next	EON March bill	X	-92.32	-92.32
General Journal	28/04/24	2021-1...	Claire Lewis	65hrs @ SCP 22	X	-1,057.58	-1,149.90
Bill Pmt -Cheque	28/04/24	BACS	South & Vale Citizen's ...	2023-24 Charitable donation	X	-175.00	-1,324.90
Bill Pmt -Cheque	28/04/24	BACS	Bob Kent	Security camera expenses	X	-171.51	-1,496.41
Bill Pmt -Cheque	28/04/24	BACS	Stephen Roils	Litter picker wages	X	-104.00	-1,600.41
Bill Pmt -Cheque	28/04/24	BACS	OALC	Talking Tables event	X	-96.00	-1,696.41
Bill Pmt -Cheque	28/04/24	BACS	The Place	23/24 Charitable donation	X	-75.00	-1,771.41
Bill Pmt -Cheque	28/04/24	BACS	P.Lewis	Various expenses	X	-49.52	-1,820.93
General Journal	28/04/24	2021-1...	HMRC - PAYE & NI	NI & tax	X	-43.53	-1,864.46
Bill Pmt -Cheque	28/04/24	BACS	CPRE	2024 Membership	X	-36.00	-1,900.46
Bill Pmt -Cheque	28/04/24	BACS	Buildbase Ltd	Spray paint for dog fouling stencil	X	-19.42	-1,919.88
Total Cheques and Payments						-1,919.88	-1,919.88
Deposits and Credits - 5 items							
Deposit	01/04/24			OCC Grass Cutting	X	2,784.30	2,784.30
Deposit	05/04/24			Precept first half	X	15,000.00	17,784.30
Deposit	26/04/24			Preschool Rent Apr-Sept	X	500.00	18,284.30
Deposit	26/04/24			FC Annual rent	X	1,565.69	19,849.99
Deposit	26/04/24			CIL April 24	X	69,271.35	89,121.34
Total Deposits and Credits						89,121.34	89,121.34
Total Cleared Transactions						87,201.46	87,201.46
Cleared Balance						87,201.46	90,929.61
Register Balance as of 30/04/24						87,201.46	90,929.61
Ending Balance						87,201.46	90,929.61

ON THE RESOLUTION OF Cllr. Bowers

SECONDED BY Cllr. Howes

IT WAS RESOLVED that the accounts be approved. All in favour.

Signed.....

Date.....

17/05/24 To approve Monthly Statement of Accounts

12:09 PM

01/05/24

Accrual Basis

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

	<u>30 Apr 24</u>	<u>31 Mar 24</u>
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	498.68
Reserves - NP	145.10	145.10
Current Account - TSB - Other	88,367.28	439.37
Total Current Account - TSB	<u>91,656.06</u>	<u>3,728.15</u>
Redwood 35 Day Savings Account		
Reserves - Play Equipment Savin	750.00	750.00
Reserves - CIL Savings	45,133.23	45,133.23
Reserves - NP Savings	3,589.05	3,589.05
Redwood 35 Day Savings Account - ...	7,706.81	7,556.70
Total Redwood 35 Day Savings Account	<u>57,179.09</u>	<u>57,028.98</u>
Total Cash at bank and in hand	<u>148,835.15</u>	<u>60,757.13</u>
Total Current Assets	148,835.15	60,757.13
NET CURRENT ASSETS	<u>148,835.15</u>	<u>60,757.13</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>148,835.15</u>	<u>60,757.13</u>
NET ASSETS	<u><u>148,835.15</u></u>	<u><u>60,757.13</u></u>
Capital and Reserves	0.00	0.00

ON THE RESOLUTION OF Cllr. Isaacs

SECONDED BY Cllr. Howes

IT WAS RESOLVED that the Monthly Statement of Accounts be approved. All in favour

Signed.....

Date.....

9:00 PM
30/04/24
Accrual Basis

Stanford in the Vale Parish Council
Income & Expenditure
April 2023 through March 2024

	Apr '23 - Mar 24	Apr '22 - 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	2,698.97
Total Grants Received	47,017.48	26,935.10
Agency Work - Grass Cutting	2,784.30	2,784.30
Interest on Investments	1,290.60	395.78
Rent Received	2,848.02	2,562.97
Miscellaneous	2,694.46	0.00
Total Income	84,634.86	58,678.15
Expense		
General Administration		
Newsletter Expenses	58.36	0.00
Postage	7.32	0.00
Election Costs	200.00	0.00
Hall Hire	180.00	217.35
Insurance	1,484.77	1,451.97
Membership Fees	865.15	624.02
Office Expenses	315.67	313.16
Publications	47.50	132.17
Sundries	22.29	0.00
Training & Education	1,002.68	470.00
Total General Administration	4,183.74	3,208.67
Salaries, Wages, Clerks Expenses		
Cleaning Wages	1,113.17	1,053.52
Clerks Salary	12,346.47	11,423.63
Clerks PAYE	-9.36	81.37
Employer NI	510.00	344.30
Total Salaries, Wages, Clerks Exp...	13,960.28	12,902.82
Capital Spending		
CIL Projects	21,224.91	1,438.84
S106 Projects	11,221.54	14,233.00
Other Community Assets	602.78	2,075.29
Other Fixed Assets	0.00	129.98
Total Capital Spending	33,049.23	17,877.11
Running Costs		
Contractors		
Strimming	159.90	50.40
Maintenance	962.00	884.80
Mowing	1,092.70	1,136.80
Total Contractors	2,214.60	2,072.00
QEII Field	700.00	720.91
Equipment Service/Repair	1,210.56	809.04
Greens & Gardens	2,597.94	1,210.06
Health & Safety	5,980.62	89.67
Leisure & Recreation	1,132.68	639.92
Mower & Strimmer Expenses	416.66	848.78
Repairs & Sundries	272.90	75.54
Total Running Costs	14,525.96	6,465.92
Legal & Professional Fees	525.56	12,209.35
Grants Allocated	693.46	391.39
Donations	56.67	60.00
Total Expense	66,994.90	53,115.26
Net Ordinary Income	17,639.96	5,562.89
Profit for the Year	17,639.96	5,562.89

- 19/05/24 To approve the external audit Annual Governance Statement 23/24 (AGAR Section 1)**
 ON THE RESOLUTION OF Cllr. Isaacs
 SECONDED BY Cllr. Kent
 IT WAS RESOLVED that the Parish Council approves the AGAR Section 1
- 20/05/24 To receive and approve the external audit Accounting Statements 23/24 (AGAR Section 2), if available.**
Action: To be reviewed at June meeting
- 21/05/24 To approve and adopt the Risk Register**
 ON THE RESOLUTION OF Cllr. Howes
 SECONDED BY Cllr. Kent
 IT WAS RESOLVED that the risk register be approved, with an addition to the insurance compliance risk (line 53) for the clerk to check copies of the insurance policies for Preschool, Football Club and Village Hall on a rolling basis. All in favour.
- 22/05/24 To approve spend from reserves to cover additional archaeological work at QEII**
 ON THE RESOLUTION OF Cllr. Isaacs
 SECONDED BY Cllr. Lewis
 IT WAS RESOLVED that the Parish Council spends up to £25,000 from CIL to fund additional archaeology if required. All in favour.
- 23/05/24 To review Public Work of Art design brief and approve initial S106 application**
 ON THE RESOLUTION OF Cllr. Lewis
 SECONDED BY Cllr. Austin
 IT WAS RESOLVED that the Parish Council approves the application for S106 money. All in favour.
- 24/05/24 To discuss the Asset of Community Value realistic future plan section of the application**
 Cllr. Kent and Cllr. Howes will create a survey which will be posted by the clerk to the Facebook page and noticeboards
- 25/05/24 To receive the report of the Millennium Green Trust**
 No meeting held since last PC meeting
- 26/05/24 Provisional date of next meeting – Wednesday 5th June 2024**
- 27/05/24 Questions/comments from parishioners**

Meeting finished at 21:59

Signed.....

Date.....