

**Minutes of a meeting of STANFORD IN THE VALE PARISH COUNCIL**  
**held on Wednesday 5<sup>th</sup> January 2022 via Zoom Meeting**

**Present:** Cllr. Middleton (Chair)      Cllr. Warren      Cllr. Bailey (left 20:56 return 21:02)  
Cllr. Isaacs      Cllr. Lewis      Cllr. Williams Cuss  
Cllr. Boyd (VWHDC)      Cllr. Ash (OCC)@19:50

**01/01/22      To welcome Claire Lewis as Parish Clerk**

Councillors welcomed Claire Lewis, who commenced the role from 5<sup>th</sup> January. Initially, Cllr. Lewis will continue as RFO – there will be a transition period to move this responsibility to Claire.

**02/01/22      To consider apologies and reason (if offered)**

Cllr. Dixon (Unwell) Cllr. Howes (Business)

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Isaacs

IT WAS RESOLVED that the apologies be accepted

Cllr. Williams has resigned – see Chair's Report 08/01/22 for the process to be followed to fill the vacancy

**03/01/22      To receive Declarations of Interest from Cllrs on any agenda item**

Cllr. Middleton – Item 10 Planning application

Item 11 Accounts for payment

Item 13 Review budget performance

**04/01/22      To receive, approve & sign as a true record, minutes of previous meeting 1<sup>st</sup> December 2021**

ON THE RESOLUTION OF Cllr. Isaacs

SECONDED BY Cllr. Warren

IT WAS RESOLVED that the minutes be signed as a true record

Cllr. Warren was thanked for completing the minutes in the absence of a clerk.

**05/01/22      To receive report of County Councillor**

3 consultations are starting this month:

1. Local Transport and Connectivity plan. The consultation launches on 5<sup>th</sup> January and will be live until 16<sup>th</sup> March. <https://letstalk.oxfordshire.gov.uk/ltcp>
  - Cllr. Isaacs will forward to Cllr. Ash the strategic plan, which includes a proposal for a cycleway to Faringdon.
2. Special Educational needs and Disabilities (SEND). The consultation launches on 10<sup>th</sup> January and will be live until 10<sup>th</sup> March. <https://letstalk.oxfordshire.gov.uk/send-2022>
3. Use of Libraries and Heritage services, including Digital Inclusion strategy. Will feed into a new strategy for usage up to 2027. The consultation will open on 24<sup>th</sup> January 2022.

Cllr. Ash to visit Stanford on 31<sup>st</sup> January. Will visit school (discuss parking and congestion issues) and QE2 field.

**06/01/22      To receive report of District Councillor**

- VWHDC Property team have added fence fixing in Farm Piece to work plan - no confirmed date
- Crown Estates contest ownership of Glebe Road oil tank – previous owners went bankrupt so should have passed to them. Documents sent to lawyers - ongoing.

- Croft Meadow now has a waste collection service via large bins. Has been passed to Enforcement Team who will address waste management and issues with completion of the road.
- Received reports of someone living in a caravan on the outskirts of Stanford. Flagged to district council.
- Chased VWHDC legal team on Bow Road to Horsecroft footpath – awaiting reply (*minutes ref: 06/11/21*).
- Cllr. Boyd to hold surgeries every other month in Stanford/ Uffington. The first will be held via Zoom on 16<sup>th</sup> January.
- Complaints received about speeding lorries from industrial park/quarry, two resulting in smashed windscreens. Have been passed to Thames Valley Police, to spot check and/or for Highways to spot check.
- Reversing beepers on DWH development causing nuisance to residents. Cllr. Boyd will investigate and pass to Enforcement or write to David Wilson Homes as appropriate.
- Cllr. Boyd chasing re. Parish Council's concerns over landscaping responses on QE2 Field planning application.
- Hedges have been cut on junction of A417/Farm Piece. Advised by County Council that this is a 'one-off' cut and will be the responsibility of residents in future. Cllr. Middleton to check ownership of hedges.

**07/01/22 Questions/comments from parishioners**

None received

**08/01/22 To receive report of Chairman inc. items for next agenda**

- A letter of resignation has been received from Cllr. Williams. Process for replacement to be dealt with by Cllrs. Middleton & Lewis and Parish Clerk.
- Today's meeting is remote due to COVID. Cllrs. Middleton, Lewis and Isaacs will agree on the format for February meeting.
- A fallen tree at the brook near Penstones has been dealt with.
- A request has been approved for Sean Elliott to restart Bootcamps on Saturday mornings, continuing with the existing agreement.
- Vale Community Impact has been in touch about the Household Support Fund which is available to residents struggling to meet bills. Information to be added to the noticeboards and newsletter.
- Parking issues near school - Police have visited school at pickup times and spoken to residents. Cllr. Middleton to ask residents if issues are resolved.
- Drains repairs outside Co-Op are ongoing.
- A resident has been in touch about the lack of street lighting at the junction of Huntersfield and Manor Crescent (*minutes ref: 08/12/21*). Cllr. Middleton to progress.

*Additional matters raised by Councillors:*

- Cllr. Lewis noted that a parishioner had cleared the path from Church Green to High Street. Cllr. Middleton to offer thanks in newsletter.
- Cllr. Warren asked about replacement noticeboards. Cllr. Lewis is chasing quotes.
- The football pitch floodlights are not working. Cllr. Lewis to investigate

**09/01/22 To receive correspondence**

Received Temporary Traffic order to close Bow Road for 1 day on 14<sup>th</sup> January. Cllr. Lewis in communication with Thames Water.

**10/01/22 To discuss Planning Applications**

**P21/V3387/FUL - Rectory House, Church Green - An array of 60 PV panels**

ON THE RESOLUTION OF Cllr. Isaacs

SECONDED BY Cllr. Bailey

IT WAS RESOLVED that the council objects to the application in its current form on the grounds of the visual impact to the conservation area, particularly in light of the prominent location and the open nature of the site. We would encourage the applicant to explore other opportunities to reduce the carbon footprint of the property in a manner more compatible with the heritage of the conservation area.

A second application (**P21/V3176/O – Land at Meadowlands, High Street**) was received on 4 January and will be discussed at the next Parish Council meeting. Clerk to ask VOWDH Planning to extend the deadline for comments by a couple of days.

11/01/22 To approve accounts for payment

8:51 AM  
02/01/22

**Stanford in the Vale Parish Council**  
**Reconciliation Detail**  
Current Account - TSB, Period Ending 31/12/21

Type	Date	Num	Name	Memo	Clr	Amount	Balance
<b>Beginning Balance</b>							3,685.51
<b>Cleared Transactions</b>							
<b>Cheques and Payments - 9 items</b>							
Bill Pmt -Cheque	10/12/21	BACS	Play Inspection Co. Ltd.		X	-250.20	-250.20
Bill Pmt -Cheque	16/12/21	Debit	SSE (Swalec)		X	-79.67	-329.87
Bill Pmt -Cheque	24/12/21	BACS	Vale of White Horse DC	2019 Election Fees	X	-1,761.63	-2,091.50
Bill Pmt -Cheque	24/12/21	BACS	Penny's Garden Maintenance	Winter planters	X	-161.87	-2,253.37
Bill Pmt -Cheque	24/12/21	BACS	N.Middleton		X	-78.00	-2,331.37
Bill Pmt -Cheque	24/12/21	BACS	The Poppy Appeal		X	-60.00	-2,391.37
Bill Pmt -Cheque	24/12/21	BACS	Buildbase Ltd	Masonry Paint	X	-32.15	-2,423.52
Bill Pmt -Cheque	24/12/21	BACS	SITV Village Hall	PC Nov 2021	X	-20.35	-2,443.87
Bill Pmt -Cheque	30/12/21	BACS	Museum of London Archaeology	QEII Magnetometer Survey	X	-3,738.00	-6,181.87
Total Cheques and Payments						-6,181.87	-6,181.87
<b>Deposits and Credits - 2 items</b>							
Payment	08/12/21		HM Customs & Excise - Recei...		X	2,274.50	2,274.50
Deposit	21/12/21			Grass Cutting	X	2,780.20	5,054.70
Total Deposits and Credits						5,054.70	5,054.70
Total Cleared Transactions						-1,127.17	-1,127.17
Cleared Balance						-1,127.17	2,558.34
Register Balance as of 31/12/21						-1,127.17	2,558.34
Ending Balance						-1,127.17	2,558.34

ON THE RESOLUTION OF Cllr. Isaacs  
SECONDED BY Cllr. Williams-Cuss  
IT WAS RESOLVED that the accounts for payment be approved. All agreed

ON THE RESOLUTION OF Cllr. Isaacs  
SECONDED BY Cllr. Middleton  
IT WAS RESOLVED that up to £2000 be allocated for felling and making safe the ash tree in the Recreation Ground. All agreed.

12/01/22 To approve Monthly Statement of Accounts

8:52 AM

02/01/22

Accrual Basis

**Stanford in the Vale Parish Council**  
**Statement of Accounts - Summary**  
As of 31 December 2021

	31 Dec 21	30 Nov 21
<b>ASSETS</b>		
<b>Current Assets</b>		
Cash at bank and in hand		
Current Account - TSB		
Reserves - NP	145.10	145.10
Reserves - S106	1,950.00	1,950.00
Current Account - TSB - Other	463.24	1,590.41
<b>Total Current Account - TSB</b>	2,558.34	3,685.51
Redwood 35 Day Savings Account		
Reserves - Play Equipment Savin	750.00	750.00
Reserves - CIL Savings	7,476.14	7,476.14
Reserves - NP Savings	3,589.05	3,589.05
Redwood 35 Day Savings Account -...	13,131.61	13,110.54
<b>Total Redwood 35 Day Savings Account</b>	24,946.80	24,925.73
Petty Cash	0.10	0.10
<b>Total Cash at bank and in hand</b>	27,505.24	28,611.34
<b>Total Current Assets</b>	27,505.24	28,611.34
<b>NET CURRENT ASSETS</b>	27,505.24	28,611.34
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	27,505.24	28,611.34
<b>NET ASSETS</b>	27,505.24	28,611.34
Capital and Reserves	0.00	0.00

ON THE RESOLUTION OF Cllr Middleton

SECONDED BY Cllr. Warren

IT WAS RESOLVED that the monthly Statement of Accounts was approved. All agreed.

13/01/22 To review performance against budget

**Stanford in the Vale Parish Council  
Income & Expenditure  
April through December 2021**

	Apr - Dec 21	Apr - Dec 20
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Precept	24,095.00	23,700.00
Grants Received		
CIL Grants	5,191.02	0.00
S106 Grants	1,950.00	0.00
Grants Received - Other	600.00	6,297.00
<b>Total Grants Received</b>	<b>7,741.02</b>	<b>6,297.00</b>
Agency Work - Grass Cutting	2,780.20	2,780.20
Donations Received	0.00	156.00
Interest on Investments	195.68	270.71
Rent Received	1,651.00	1,791.00
<b>Total Income</b>	<b>36,462.90</b>	<b>34,994.91</b>
<b>Expense</b>		
Neighbourhood Plan		
Hall Hire	0.00	6.90
<b>Total Neighbourhood Plan</b>	<b>0.00</b>	<b>6.90</b>
General Administration		
Postage	0.00	2.50
Election Costs	-554.89	0.00
Hall Hire	64.25	0.00
Insurance	1,272.68	1,251.56
Membership Fees	362.72	279.72
Office Expenses	100.00	240.00
Telephone & Fax	153.55	267.08
Training & Education	0.00	20.00
<b>Total General Administration</b>	<b>1,398.31</b>	<b>2,060.86</b>
Salaries,Wages, Clerks Expenses		
Cleaning Wages	702.00	725.82
Strimming Wages	584.25	384.75
Maintenance Wages	304.00	851.00
Mowing Wages	1,382.25	1,296.75
Clerks Salary	4,939.10	7,905.88
Clerks PAYE	1,234.60	1,976.20
Employer NI	241.74	470.02
<b>Total Salaries,Wages, Clerks Expe...</b>	<b>9,387.94</b>	<b>13,610.42</b>
Capital Spending		
Leisure & Recreation	0.00	161.15
Other Community Assets	0.00	104.80
<b>Total Capital Spending</b>	<b>0.00</b>	<b>265.95</b>
Running Costs		
QEII Field	375.00	730.00
Equipment Service/Repair	503.84	178.04
Greens & Gardens	1,671.76	563.04
Leisure & Recreation	416.32	460.32
Mower & Strimmer Expenses	342.40	267.50
Repairs & Sundries	72.08	479.36
<b>Total Running Costs</b>	<b>3,381.40</b>	<b>2,678.26</b>
Legal & Professional Fees	18,762.12	14,524.32
Donations	60.00	60.00
<b>Total Expense</b>	<b>32,989.77</b>	<b>33,206.71</b>
<b>Net Ordinary Income</b>	<b>3,473.13</b>	<b>1,788.20</b>
<b>Profit for the Year</b>	<b>3,473.13</b>	<b>1,788.20</b>

Cllr. Lewis presented the current budget and was thanked for a detailed and clear picture of the budget position. To be added as an agenda item for February meeting.

14/01/22 To consider/approve expenditure on fruit trees for the Community Woodland

ON THE RESOLUTION OF Cllr Bailey

SECONDED BY Cllr. Isaacs

IT WAS RESOLVED that up to £500 be allocated for tree planting in the Community Woodland/Orchard.

This will be the third planting of trees. The Environment Committee is proposing to plant approximately 10 trees, final location to be decided.

15/01/22 To consider/approve purchase of a Basket Swing from CIL finds

ON THE RESOLUTION OF Cllr Williams-Cuss

SECONDED BY Cllr. Isaacs

IT WAS RESOLVED to allocate up to £1200 from CIL funds for a basket swing and fixings in the playground to replace a traditional swing. All agreed.

**16/01/22 To consider tree works as recommended by contractors**  
Covered in 11/01/22

**17/01/22 To consider survey of parishioners about support for the CEE Bill**  
The Environment Committee was approached by a parishioner to ask if we would support the Climate and Ecological Emergency Bill. To do this, we would need to canvas the opinions of parishioners via survey. It was agreed that this would take time and effort for an uncertain result and that the PC should focus on opinions on more local issues such as the QE2 field and Community Woodland.

**18/01/22 To review progress of purchase and installation of Speed Indicator Devices**  
This item is progressing. To be moved to February agenda as Cllr. Dixon absent.

**19/01/22 To appoint a "20mph Zone" working party**  
ON THE RESOLUTION OF Cllr Middleton  
SECONDED BY Cllr. Isaacs  
IT WAS RESOLVED to appoint Cllrs Lewis, Middleton, Isaacs and Williams-Cuss to the "20mph Zone" working party. All agreed. Cllr. Middleton to ask Cllr. Dixon if he wants to join. Cllr. Warren to ask Stanford School if they would like to put forward a representative.

**20/01/22 To consider/approve repairs to the Recreation Ground fence**  
This item is progressing. To be moved to February agenda for Cllr. Isaacs to update on progress. Some difficulty in finding a contractor willing to complete a piece of work of this small size.

**21/01/22 To review plans for 'Keep Clear' line painting outside school (High Street entrance)**  
The proposed plans with existing and proposed line markings were reviewed. There is concern amongst some residents that the new lines will 'shift' parking issues to them. Cllr. Middleton will meet with Mark Francis from OCC once the current drainage works are completed to agree the best way forward. This may mean that the work does not go ahead in the February half-term as planned. Cllr. Williams-Cuss has enquired about a disabled parking space at the Co-Op, who are progressing the request.

**22/02/22 To receive report of Environment Sub-Committee**

- The Stanford School gardening club are happy to maintain the garden area in the Playground and have suggested an initial 'working party' to clear the ground before they take over. Cllr. Middleton to discuss with Mrs Finney who runs gardening club, agree a date, and publish in the parish newsletter.
- The PC has received a donation of daffodil bulbs – these will be planted in time for Spring '23
- QEII field Progress – sticking points remain:
  - Archaeology (waiting for response from planning officer to the survey)
  - Great Crested Newts (waiting for response from planning officer to our queries on the survey methodology)
  - Landscaping - progressing via district councillor
- Footpaths:
  - Will readvertise for new FP warden
  - Planning a working party to clear a local path (to be selected) with Andrew Glenday in next few months

- 23/01/22 To receive report of Recreation and Leisure sub-committee**
- Investigating housing for wheelie bins in the playground.
  - Awaiting quotes to replace large equipment (and wet pour) next to preschool.
  - A contractor has been appointed to repair the play area but is waiting for the supply of play grade timber. Repairs to swings will be completed by end January at earliest. Cllr. Middleton to report in newsletter.
  - Skate Park repairs estimated to complete by end March. Cllr Isaacs to update Public Purposes Charity on dates and Cllr. Middleton to report in newsletter that funding has been obtained from the PPC and contractor appointed.
  - Cllr. Williams-Cuss to set a date by January 14<sup>th</sup> for next sub-committee meeting.
- 24/01/22 To receive report of Neighbourhood Plan**  
Nil
- 25/01/22 To receive report of Millennium Green Trust**  
Working party on Sunday 16 January from 10-12 at Millennium Green – all welcome.  
Next MG Trust Meeting ~~Thursday 27<sup>th</sup> January~~ via Zoom. (*Post meeting correction: Cllr. Middleton quoted an incorrect date – the next meeting is Wednesday 26<sup>th</sup> January via Zoom.*)
- 26/01/22 To receive report of Queen’s Jubilee Sub-Committee**  
Next meeting Tuesday 18th January at 7.30 pm via Zoom
- 27/01/22 To receive report of Public Works of Art Liaison Working Party**  
Nil.
- 28/01/22 Provisional date of next meeting – Wednesday 2<sup>nd</sup> February 2022**
- 23/11/21 Questions/comments from parishioners**  
No comments received