

STONESFIELD PARISH COUNCIL

CLERKS REPORT 2019/September

Clerks report to support the Parish Council Meeting held on Wednesday 10th July 2019 in Stonesfield Village Hall.

1. Parish Matters

The sign at Greenfield Road and Farley Close are damaged. Replacements have been arranged with West Oxfordshire who will cover the cost.

The clerk has made contact with Phil Archer to book the fencing at the common in (as quoted for in January 2019). It may be done in September.

2. SAFER Working Group

No update ahead of the meeting

3. SCT

No update in advance of the meeting.

4. Sustainable Stonesfield / CALA Appeal

CALA homes appeal has been dismissed by the inspector but is now being put to High Court. The SPC are putting together a response to the court but Barrister costs will be significant and it is unlikely that SPC will be able to send legal representation.

5. Village Tidy Up Working Group

No update ahead of the meeting.

6. Planning

Applications received from WODC:

None

7. Financial Matters:

Bank mandate changes have now been implemented.

Bank reconciliation has been circulated.

The following payments require cheque signatories and approval in the July full council meeting:

C No 102094	VOID		
C No 102095	Came and Company Insurance	£392.78	Inv 26338381
C No 102096	Vision ICt – email accts	£172.80	Inv 9877
C No 102097	Oxfordshire CC – radar surveys	£480.00	inv 1260685
C No 102098	Tudor stone – grass cut	£160.00	Inv 060819
C No 102099	Stonesfield Village Hall (Hire)	£18.40	Inv 2514
C No 102165	Clerk expenses	£41.60	Jul / Aug expenses
C No 102163	Clerk PAYE current	£confidential	PAYE
C No 102164	HMRC / PAYE / NI	£confidential	PAYE
C No 102100	Clive Parsons PAYE	£confidential	PAYE
C No 102161	Secure-a-field Ltd	£59.74	Inv 9748
C No 102162	Vanbrugh Unit Trust	£150.00	Inv 1866

The £confidential relates to PAYE. Councillors see these figures for approval during the meeting.

The clerk will meet with Cllr P McArdell when he is available in Sept / Oct to run over budgets so the accounting system Scribe can work to its full benefits.

The insurance renewal is due. The clerk has checked the policy and a cheque for £392.78 has been raised for approval (see above).

The clerk has ordered a replacement self-closing hinge for the gate at Stockey Woods as the spring is not holding. The cost is £59.74 including VAT. A cheque has been raised (see above).

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Blenheim Estate (Vanbrugh Unit Trust) has invoiced for allotment rental £150 (annual rent). A cheque has been raised (see above).

Grants

The clerk is continuing to look in to updating the grant policy and hopes to bring to a meeting soon for approval in time for the next financial year. It seems that the maximum limit for any grant should not exceed £2,000 as SPC are a small local council.

Most parishes of SPC size grant £200-£500 maximum.

Pension

The clerk is working with the pensions team to enrol into the pension scheme. This has progressed and we are now registered with LGPS. The clerk is meeting the pensions team for OCC on 11th September at their offices to finalise.

8. Register of Members Interests

If any Councillors are still to complete these forms and have not passed to the clerk or sent direct to West Oxon Council please do so urgently.

9. Stonesfield Playing Fields Association

The playing fields association is trying to track down a copy of the wayleave agreement with BT which the SPC signed as custodians. The clerk is trying to locate it.

10. WODC Arts / Stonesfield common

The clerk has been in contact with WODC and is meeting with them next week as there are some very strict rules and timings which the current SPC plans don't seem to meet. The clerk will find out and report back.

11. Correspondence (Litter bin)

A member of the parish has asked for the litter bin on the Church Street kerb to be moved as its very close to their house window. The clerk asks Councillors to consider if there is any issue with this and where to move it to.

12. Date of Next Meeting – Wednesday 9th October – 7.30pm

Calendar

Council Meetings – Stonesfield Village Hall – Wednesdays 7.30pm

13th November 2019

11th December 2019

Karen East, Clerk to the Parish Council
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