

STONESFIELD PARISH COUNCIL

CLERKS REPORT 2020/June

Clerks report to support the Parish Council Meeting held on Wednesday 10th June 2020 – Virtually due to Covid 19 restrictions

1. Parish Matters

- The clerk has requested replacement litter bins for Church Street and by the village shop. No date for replacement has been given yet. This is likely to be delayed due to Covid 19. Ongoing.
- The clerk has contacted PYE homes & Blenheim Estate to request that they install a grit bin and dog waste bin on the Charity Farm Development. No further update at this time.
- Charity Farm development – the clerk is in contact with WODC regarding the potential breach of planning on the site. WODC enforcement team are taking a look. Ongoing. Delayed due to Covid 19.
- Richard Morris will do the kissing gates for us – when Covid 19 restrictions allow.

2. SAFER Working Group – Report from Cllr M Heduan

Separate update will be provided by Cllr Heduan

Cllr Heduan and Cllr Hudspeth walked around the village (socially distanced) on 15th May to look at areas that need discussion with Highways / OCC.

3. Planning

Applications received from WODC for this parish. Councillors are asked to consider these at the meeting:

20/01140/FUL | Erection of two storey side extension to create an annexe | Russett Cottage Witney Lane Stonesfield Witney Oxfordshire OX29 8DN

4. WODC Art / The Common

The clerk is speaking with Genny Early to discuss whether acrylic transfer options of the design are possible to go on bus stops in addition to the bench at Brook Lane.

5. Financial Matters:

Bank reconciliation circulated via email.

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

C No 102129	Clerk PAYE	£CONFIDENTIAL	PAYE
C No 102130	Clerk expenses	£tbc	May expenses
C No 102131	HMRC / PAYE / NI	£confidential	PAYE
C No 102132	LGPS pension	£302.15	
C No 102133	Stonesfield Mutual Aid Grant	£956.85	balance of grant due
C No 102134	Prysebos weed control	£309.60	inv 3165

The £confidential relates to PAYE. Councillors signing see these figures for approval during the meeting. There may be further cheques to add.

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Grants

There have been two grant requests for this meeting. Circulated to councillors in advance. Forms received from: Stonesfield Voluntary Transport Service and The Preschool

Mutual Aid fund – Sharon Acum requested that the balance of the grant fund agreed in a previous meeting for Stonesfield Mutual Aid is paid to them as they now have their bank account open. Grant was £1000 and £43.15 was drawn last month so the balance is £956.85. (It should be noted that D Baldwin is on this committee but is not a signatory for the bank account).

It should be clarified that Stonesfield Mutual Aid is not a working group of the Parish Council. It is a separate community group which the Parish Council supported by means of a grant. David Baldwin in his personal capacity is a committee member of the group. (The clerk has been contacted by two residents seeking this clarification).

Audit

Auditing Solutions have read only access to our Scribe accounts system. The clerk has all sent all documentation requested so far to the auditor.

6. Land at North Farm Stonesfield

Empire Homes have submitted the application for the 3m chain link fence. This is ongoing.

7. Burial Ground Site – no new update

It is apparent that the land set aside for the future burial ground has not been assessed for suitability as a burial site. The clerk is sourcing quotes from contractors who assess land for this purpose. Once this assessment is back (if the land is confirmed suitable) a planning application for change of use on the land can be submitted to WODC. There will be costs for this assessment and planning application but at this stage we are not in a position to estimate these. The clerk will circulate costs as soon as we have them. If costs are significant this may have to wait for 21/22 budget. Ongoing

8. White Horse Pub, Stonesfield

As we are aware the current landlords have given up the pub. The owner John Lloyd may now wish to sell the pub – at the moment this is unknown. SPC registered the inn as an asset of the community when we had previous concerns that it would be lost.

The clerk has had emails from several residents indicating that they have heard that the Parish Council is taking the pub on as a community asset. It should be clarified that at this time, **this is not the case** and John Lloyd still has ownership of the pub to our knowledge.

9. Climate Emergency Working Group

No update ahead of the meeting

10. Code of Conduct

The clerk circulated a code of conduct to councillors ahead of the meeting. Councillors are asked to consider adopting the policy as good practice and as a reminder of councillor conduct.

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11. Date of Next Meeting – 8th July 2020 – 7pm – Virtual Zoom meeting

Karen East, Clerk to the Parish Council
Email: clerk@stonesfieldpc.uk