

STONESFIELD PARISH COUNCIL

CLERKS REPORT 2022/April

Clerks report to support the Parish Council Meeting held on Wednesday 6th April 2022 at St James Centre, Stonesfield.

1. Parish Matters

- The clerk has asked Councillor Powell if he can help clear some of the shrubbery on the wall along Pond Hill and invoice the PC.
- Bins – Refer to emails sent. All of the works are now scheduled to be completed in the next week with the exception of the one outside the shop. WODC are reluctant to do anything more there until the owner of the wall it is adjacent to repairs the wall although I appreciate that's not ideal and the bin is unsightly. The clerk will add a note to the slate to see if this helps, WODC have tried to contact the wall owner.
- A bin is being added at Charity Farm by WODC.
- Susan Morris asked about costs for grass cutting in areas: area on either side of William Buckland Way and then the main area of green. This is not within current PC responsibility or grass cutting. The clerk has obtained a cost from WODC and it is £125 plus vat per cut. This has been passed to Susan Morris. If they wanted to use WODC then the PC would need to pay WODC and recharge.
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2. SAFER Working Group – Report from Cllr M Heduan

Report circulated in advance of the meeting.

3. Planning

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

APPLICATION NO: 22/00765/HHD

PROPOSAL: Erection of a first floor extension

Town and Country Planning Act

LOCATION: Cotswold Cottage Peaks Lane Stonesfield

APPLICANT: Mr And Mrs Martin

REGISTERED: 16th March 2022

4. WODC Art Project / The Common / Rural Payments Agency

Art Project. In progress and bench due for imminent installation. A second bench at no extra charge is also being installed.

The clerk has applied for the rural payments agency grant again.

5. Financial Matters:

The following payments need to be approved in this full council meeting

Clerk salary	£ confidential	
HMRC PAYE	£ confidential	
Pension	£ confidential	
Clerks expenses	£ 49.60	Print, post, wifi, home office
Tree grant	£ 84.48	50% of tree planting cost awarded

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Art Project bench	£ 3,960.00	balance payment of bench
Accounts package - annual charge	£ 345.60	Scribe accounts
Solicitor fees - Stacey & Mason	£ 600.00	PFA Lease – North Field Farm
SAFER equipment	£ 169.95	Speed gun
SAFER equipment	£ 292.39	Speedwatch signs
Playing Field Association - grant for maintenance	£ 1,000.00	Payment agreed in 21 on completion lease (money from Empire Homes)
Geoff Booth Landscaping	£ 380.00	bus shelter works
St James Centre - 3 Hires (NP & PC)	£ 54.00	3 hires – NP meetings and PC

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

There may be further cheques to add at the meeting.

Phil McArdell will review the bank reconciliations and bank statements to consider and assist with budgeting. Councillors are also sent the bank reconciliation with this report.

In this meeting we need to:

To receive and acknowledge acceptance of the finance report.

- a) To consider and approve the payment list
- b) Consider grant requests received (circulated to councillors in advance) – Citizens advice request and Scouts.

6. Legal

The 25-year lease for the Playing Fields Association to have the land at North Farm have now been signed and finalised.

7. Old Lock Up

The clerk is in conversation with Oxfordshire Building Trust about possible grant to cover any costs at Old Lock Up – in case we can go ahead! We have a key. (Wendy Gould). The building is sound. Not confirmed who owns it but it is not the PC.

No further update

The PC should consider whether to instruct solicitors to claim the lock up for the PC.

8. Neighbourhood plan

Update has been shared by the NP group.

14. Date of Next Meeting –APM 18th May (Full Council 6.30pm-7 and APM starts 7pm)– St James Centre

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