

STONESFIELD PARISH COUNCIL

CLERKS REPORT 2021/December

Clerks report to support the Parish Council Meeting held on Wednesday 1st December – St James Centre, Stonesfield (short meeting due to Covid restrictions)

1. Parish Matters

- The clerk added a note to the slate asking villagers to keep gardens tidy.
- The clerk has asked WODC to cut the hedge in the village hall car park (parish council section)

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: 21/03593/S73

PROPOSAL: Variation of condition 2 of planning permission 20/03527/FUL to allow for the loft conversion (including the insertion of 1 roof light and 2 gable windows) to plot 1 and for the loft conversion (including the insertion of 1 roof light and 2 rear dormers) together with the erection rear orangery to plot 2.

Town and Country Planning Act

APPLICATION NO: 20/03527/FUL

PROPOSAL: Erection of 4no. 4-bedroom dwellings with associated access, landscaping and demolition works.

Town and Country Planning Act

LOCATION: Farm Buildings Farley Lane Stonesfield

APPLICANT: Mr Brendan O'Brien

REGISTERED: 10th November 2021

APPLICATION NO: 21/03572/HHD

PROPOSAL: Erection of front, side and rear extensions together with changes to fenestration, construction of new entrance porch and conversion of loft to include front and rear dormers.

Town and Country Planning Act

LOCATION: Richmond The Ridings Stonesfield

APPLICANT: Mr And Mrs M Sabapathy

REGISTERED: 1st November 2021

APPLICATION NO: 21/03805/HHD

PROPOSAL: Ground floor and first floor side extensions with conversion of attic

Town and Country Planning Act

LOCATION: Cambo Peaks Lane Stonesfield

APPLICANT: Ms Hannah Crowe

REGISTERED: 23rd November 2021

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

Art Project – no update. In progress. Clerk has chased.

5. Financial Matters:

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

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Cost Code	Cheque number	Amount	Reason
Pensions	102430	£310.63	pension
HMRC PAYE	102429	£338.51	hmrc paye
Staff Salaries	102428	£828.43	PAYE
Clerk office expenses	102427	£45.40	Stamps, printing, home office allowance
SAFER	106426	£1,440.00	SID
Pensions	102425	£310.63	pension
Staff Salaries	102424	£132.75	clive parsons paye
HMRC PAYE	102423	£428.19	Hmrc paye
Staff Salaries	102422	£961.40	Paye
Maintenance	102421	£200.00	GRASS CUTTING CHURCHYARD CONTRIBUTION
Grants awarded by Council	102420	£1,000.00	GRANT to scouts
Maintenance	102419	£100.25	war memorial planting

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. The above includes January cheques (post-dated) that we know of in case Covid means we cannot meet in person.

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) To consider and approve the quotation for the Willow Pollarding
- c) To consider and approve contributing £2k to the outdoor gym fund – monies from S106 that need to go to recreational in the village. (Playing Fields Association have raised £19k so far – they have not asked for this money; Phil and I have been looking at where we can spend some of the S106 we are sat on as specific criteria and this meets it).
- d) To consider allocating £1k of the unallocated funds donated by Empire Homes to the Neighbourhood plan budget in THIS financial year.
- e) To consider the proposed grant budget for 22/23 submitted to councillors following the finance meeting held in Nov 2021
- f) To consider the allocation of grant budget to SAFER for 22/23 financial year
- g) To confirm funding proposed from unallocated funds and Empire Homes donation.
- h) To approve staff salary scales for 2022/23
- i) To consider and approve the proposed precept and budget for 22/23 submitted to councillors following the finance meeting held in Nov 2021

CLLr Phil McArdell will send some emails re the above – please read in advance as anticipated short meeting just for approvals.

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6. Legal

The clerk has asked the solicitor to prepare a 25-year lease for the Playing Fields Association to have the land at North Farm. Solicitors are busy and we anticipate this to be actioned anytime now. PFA are aware are also arranging their own solicitor for the costs their side. – The clerk has nudged the solicitor again. Draft lease is with PFA solicitor.

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!

8. Trees

Three quotes have come in for willow pollarding. Best quote is Top Leaf trees at £4500. Proposed to spread work over 3 financial year budgets.

9. Neighbourhood plan

We now have designated status!

Cllr Gould, Cllr Powell, Richard Morris and the clerk met with community first – very good meeting. Awaiting costs from them to see where to use them.

Cllr Gould and Richard Morris arranging meeting with Hailey Parish Council to fact find.

14. Date of Next Meeting – 12th January – 7pm – St James Centre (Covid permitting – may revert to Zoom)

Karen East, Clerk to the Parish Council
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