

STONESFIELD PARISH COUNCIL

CLERKS REPORT 2021/June

Clerks report to support the Parish Council Meeting held on Wednesday 9th June 2021 – 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 has been chased.
- The clerk also seeks approval for an additional dog waste bin to be installed at The Ridings at a cost of up to £450.

2. SAFER Working Group – Report from Cllr M Heduan

Report and 20mph transition circulated by Cllr Heduan.

Councillors are asked to consider approving the £3,255 expenditure for this – however the clerk has applied for a further £1,250 funding from OCC priority funding which, if successful, will reduce this cost to £2,005 – we hope to have a further update at the meeting.

3. Planning

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

Application Number: 21/01897/S73

Proposal: Change to condition 2: amendments to approved plans from 19/01828/HHD Condition Number(s):

Condition 2 - Approved Plans List Conditions(s) Removal: Change approved drawing list to new drawings with amendments to the design New drawing list | Spring Villa Churchfields Stonesfield Witney Oxfordshire OX29 8PP

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

Art Project – no update.

Common / Rural Payments Agency

The clerk has already completed paperwork for the Environmental Stewardship 2021 as we now have claim paperwork from Rural Payment Agency.

Fence / Common

Now that the flooding has gone down on the common flood meadow and the ground has dried out a bit, Richard has been able to inspect the damage caused to the fencing by the winter flooding. What happened is debris in the flood water got caught up in the fencing causing a dam but of course the pressure of water continued pushing over the posts.

The common requires clearing of debris (vegetation), 20 posts need replacing, repair work, wire fence. Ian is instructed to do urgent works throughout half term at a cost of £150 a day. (This is within budget).

The clerk is expecting further work to be done within budgeted monies for the common and asks for councillors to approve this. Each section of work will be under £500 to avoid the need for tender. We anticipate a maximum spend of £2,000 over four orders to complete the maintenance through summer.

5. Financial Matters:

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

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Oxfordshire County Council Pensions	£ 310.63	102366	
Clerk paye	£ 822.03	102367	
HMRC -PAYE	£ 313.11	102368	
Clive Parsons PAYE	£ 31.11	102369	3 hours
clerk expenses - May 2021	£ 59.54	102370	home office May, stamps, envelopes, print
Vision ICT	£ 21.60	102371	clerk annual email hosting
Vision ICT	£ 172.80	102372	councillors annual email hosting

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.

A copy of the expenditure summary for the year to date is included with this report for councillor transparency.

Audit

The clerk has been working with the auditor. Paperwork and auditors report are circulated.

Grants

A grant request has been submitted by the school – this has been circulated to councillors for approval.

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 in July. PFA are aware are also arranging their own solicitor for the costs their side.

7. Allotments

Allotment invoices issued in December. Majority payments in. Few remaining have been chased. Ongoing chasing.

8. Gigaclear

The clerk regularly speaks with Gigaclear. A weekly schedule is being sent to the clerk and the clerk and this is going on the web weekly. An updated road closure map covering Boot Street and Peaks Lane (planned for August) has been requested.

9. Neighbourhood plan

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No further progress.

10. Lock Up

No one area has confirmed ownership of this. The clerk has asked the solicitor to run land registry checks on it.

11. Bus Shelters

The clerk has also asked for local maintenance person to quote for smartening up the stone bus stop which needs some maintenance. Awaiting quote but the clerk seeks approval of an order up to £400 to get the work done.

12. Gardening Club

The gardening club have taken on the maintenance of the war memorial – looking after the plants around it / grass etc.

13. Date of Next Meeting – 7th July 2021 – 7pm – venue tbc (Village Hall booked)

Karen East, Clerk to the Parish Council
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