

STONESFIELD PARISH COUNCIL

CLERKS REPORT 2021/September

Clerks report to support the Parish Council Meeting held on Wednesday 1st September 2021 – St James Centre, Stonesfield

1. Parish Matters

- Grass cutting – near bus stop on The Ridings, walkway on lower Pond Hill – reported to WODC. Gigaclear has made it difficult but it has been escalated.
- Salt bins / bags – the clerk can order these now if needed (need to order by end Sept)
- Box on Greenfield Road (Gigaclear) has narrowed path – clerk has raised with OCC and Gigaclear to get it moved

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: 21/02751/HHD

PROPOSAL: Porch extension, double storey front extension, side extension, single storey rear extension, roof extension and amendments to fenestration

Town and Country Planning Act

LOCATION: Richmond The Ridings Stonesfield

APPLICATION NO: 21/02788/HHD

PROPOSAL: Single storey rear extension

Town and Country Planning Act

LOCATION: 24 Greenfield Crescent Stonesfield Witney

APPLICANT: Mr Richard Noonan

REGISTERED: 23rd August 2021

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

Art Project – no update. In progress.

5. Financial Matters:

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

St James centre	£ 15.00	102386	meeting room hire
Clerk paye	£ 822.03	102387	paye
HMRC -PAYE	£ 313.11	102388	paye
Clive Parsons paye	£ 107.05	102389	paye
clerk expenses	£	102390	expenses jul and aug

STONESFIELD PARISH COUNCIL

	79.37		
	£		
Oxfordshire County Council Pensions	310.63	102391	pensions paye
	£		
Councillor David Brown - expenses	107.03	102392	councillor expenses - wood common and paint
	£		
Ian Hedges	330.00	102393	common fencing
	£		
Vanbrugh Unit Trust	150.00	102394	allotment rental in advance - Blenheim Estate
	£		
Came and Company	464.41	102395	insurance renewal
	£		
Stonesfield village hall	29.00	102396	venue hire june
	£		
St James centre	18.00	102397	meeting room hire
	£		
Microshade Business Consultants	440.40	102398	annual email
	£		
Morelock Signs Ltd	14.60	102399	underpayment - cycle signs

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

Paperwork is now with the external auditors still.

Grants

Playing field association grant – circulated to councillors in advance.

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.

7. Allotments

The clerk will be invoicing for allotments again soon.

STONESFIELD PARISH COUNCIL

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. Continuing.

The school will get the free community hub. The clerk is also trying to apply for a second free one for the village hall but at this point it has not been approved.

9. Neighbourhood plan

No further progress. The clerk attended Neighbourhood plan alliance meeting alongside Cllr Wendy Gould.

10. Lock Up

No one area has confirmed ownership of this. The clerk has asked the solicitor to run land registry checks on it. No update. Council may wish to consider just getting it tidied up and fixed.

11. Bus Shelters

WODC came and did a survey – the shelter is safe. We need to repair the roof tiles and the bench. The clerk has asked a maintenance company to assess this / provide quote. No further progress.

13. Date of Next Meeting – TBC – October 6th 2021

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