

Stonesfield Parish Council
Minutes of the Parish council meeting held at Stonesfield Primary School on
Wednesday 7th June 2023

Meeting starts 7pm

Attendees: Cllr Eleanor Bailey, Cllr Mick Heduan, Cllr Jim O'Brien, Cllr Phil McArdell, Cllr Simon Warr, Cllr Tim Sumner (District)

Others present: 1 x member of the public (Susan Rudlin), the clerk

23/619 To receive and accept apologies for absence: Cllr Simon Powell, Cllr David Brown, Cllr Matthew Parkinson, Cllr Andy Graham

23/620 Declarations of interest: None

23/621 Public participation: None

23/622 To approve the minutes of the meeting on 10th May 2023

It was RESOLVED to approve the minutes of the meeting on 10th May 2023.

23/623 Matters arising from the minutes of the meeting on 10th May 2023

There were no matters arising from the minutes of the meeting on 10th May 2023.

23/624 To receive reports from Parish, District and County councillors and clerks report

Cllr Sumner advised that Cllr Graham is supporting the hedge trimmer cost for the Playing Fields Association with priority fund money.

23/625 Finance

The following payments have already been approved (annual statutory payments) but need paying via online banking for June (by 10th June). The council previously approved clerks payroll and PAYE standing order setup for 12 months. Standing order still not set up but payments on list for advisory.

Clerk salary	online payment	£ confidential	june
HMRC PAYE	online payment	£ confidential	June
Oxford CC - Pension	online payment	£ confidential	June

Clerk salary	online payment	£ confidential	July
HMRC PAYE	online payment	£ confidential	July
Oxford CC - Pension	online payment	£ confidential	July
Clerk salary	online payment	£ confidential	August

HMRC PAYE	online payment	£ confidential	August
Oxford CC - Pension	online payment	£ confidential	August

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

(23.625.01) It was **RESOLVED** to approve the payments as detailed in the clerk's report (detailed below). Payments are made via bank transfer.. Invoices shared with councillors.

Clerks expenses	clerk	online payment	£ 42.80
West Oxfordshire DC	grass cutting etc	online payment	£ 1,050.48
Vision ICT	hosted email accounts	online payment	£ 43.20
Scribe accounts	annual subscription	online payment	£ 414.72
St James centre	NP meeting room hire	online payment	£ 14.00
Clive Parsons PAYE	Clive PAYE	Cheque number 102572	£ confidential

(23/625.02) The parish council considered one grant request submitted in advance of this meeting from Stonesfield Mutual Aid. The council was supportive of the grant but requires further information before this could be approved. The group should be invited to the next meeting and to also share their accounts so council can consider the grant fully in the July meeting.

23/626 Planning

Council considered the following planning applications:

APPLICATION NO: 23/01198/HHD
 PROPOSAL: Proposed single storey side extension
 Town and Country Planning Act
 LOCATION: Wood Green Church Street Stonesfield
 APPLICANT: Mr Rosemary Harris
 REGISTERED: 18th May 2023

No comment or objection regarding APPLICATION NO: 23/01198/HHD

23/627 Policy Review

The council considered and resolved to re-adopt the following:

- a) The standing orders
- b) The code of conduct
- c) The internal financial controls policy
- d) The parish risk assessment

The council considered and reconfirmed that:

- e) SAFER will remain as a Parish Council working group under direction of the Parish Council. Cllr Mick Heduan will remain as working group lead.
- f) Neighbourhood Plan group remains as a Parish Council working group under direction of the Parish Council. Cllr Simon Warr will be working group lead alongside Cllr Simon Powell.
- g) The Common group will remain as a Parish Council working group under direction of the Parish Council. The council wishes to further discuss this working group at the next council meeting and would like to discuss with volunteers the plan for the common. A council lead will be appointed following this. We think we have identified there a more volunteers who may wish to help on the common, we would like to add some structure and a plan for work on the common. We strongly value the support of the current common group who have worked for a long time so wish to ensure a guided set up for expanding the group that works for everyone.
- h) Representatives were appointed by the council for the following:
 - Botley West solar farm – Cllr Mick Heduan and Cllr Simon Powell
 - Playing Fields Association –Cllr David Brown
 - Village Hall – Cllr Eleanor Bailey
 - Stonesfield community trust – Cllr Phil McArdell
 - White Horse pub representative – Susan Rudlin will ask if the pub group would like a representative.

Finance committee for council – ALL members of the council form this committee.

For clarity of the terms:

Representative – representatives attend meetings and gathers information / report to council as required for the group meetings they attend. There is no council budget for the representative or the group. These groups are not run under council jurisdiction (they are independent).

Working group & working group lead – working groups and the lead work under council jurisdiction, the working group lead supports and leads the group and reports on behalf of the council, budget is possible for the working groups and leads report on this and provide formal request for budget (where applicable). These groups work under the direction of councils and by working under direction those working on planned works / activities are covered by council public liability. Any items purchased for working groups are retained as parish council assets and are insured by the council.

23/627 Items for information or next agenda only

Council is to attend community café – December 2nd – 10am to 2pm – councillors are asked to attend.

Emails – the council will consider moving to Microsoft 365 as emails are a problem again.
Playing fields – some fence issues have been reported. This is not something under council jurisdiction.

Neighbourhood planning group are holding an update event -need good attendance on 19th June at 7.30pm – all councillors requested to attend if possible.

23/627 Date of the next full council meeting: 5th July 2023 – 7pm – Stonesfield Primary School. There is no August meeting.

Meeting ends 7th June 2023