

# Stadhampton Parish Council

Minutes of the meeting of Stadhampton Parish Council which will be held at the Village Hall, St John the Baptist Church, The Green, Stadhampton OX44 7UA on Monday 20th March 2023 at 7.30pm.

**Attending:** Councillors (Cllrs) Campbell, Dawson, Fitzgerald, Odell (Vice-Chair) and Wells (Chairman)

**Staff:** Bev Field, Parish Clerk/RFO (PC)

**Members of the Public:** 5

**Public participation session:**

**Resident 1:** To discuss quotes for item 203/0323

**Residents 2&3:** Requested that traffic calming measures extend past the mini roundabout beyond Cold Harbour Farm towards Chalgrove.

**Reply:** See item 205d/23

**Resident 4:** To discuss item 192d/0323.

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**188/23 Apologies:** Received from Cllrs Dawson and Bayoumi.

**189/23 Declarations of interest:** None

**190/23 Minutes:** The minutes of the meeting held on 20/01/2023 were approved as an accurate record (proposed Cllr Wells, seconded Cllr Campbell).

**191/23 Matters arising:** None.

**192/23 Planning and licensing applications:**

a) **Vine Cottage, The Green, Stadhampton OX44 7UA** application P23/S0609/LB for various alterations to and replacement of some existing windows.

**Resolved:** To support the application and comment it is a sensible plan for the property (**action: PC**)

b) **Newells Farm, Stadhampton OX44 7XJ** application P23/S0629/N4B To convert barn 1 to three smaller dwellings, with both barn 2 and barn 3 each converted to a single larger dwelling as so defined in Class Q. The works associated with the conversion of each barn include the installation/replacement of windows, doors and roofs, but all comprising non-structural elements and set within the existing structural frame/form of each barn.

**Resolved:** No objection (**action: PC**)

c) **Church Farm, Copson Lane, Stadhampton OX44 7TZ** application P23/S0878/FUL Conversion of two existing agricultural barns to create a detached residential dwelling with a separate garage and associated landscaping.

**Resolved:** No objection and to request the planning officer checks the proximity to the greenbelt area. (**action: PC**)

d) **Pasture Farm, Coldharbour, Stadhampton OX44 7UG** application P23/S0820/FUL Proposed steel portal framed agricultural grain storage building. The owner attended the meeting to explain the proposal.

**Resolved:** Item deferred and an extension to the consultation period will be requested (**action: PC**)

e) **Applications validated since the publication of the agenda: Willow Cottage, Chiselhampton**

**OX44 7XD** application P23/S0899/LDE for a Certificate of Lawfulness for the occupation of Willow Cottage (the dwelling) without compliance with agricultural occupancy condition 2 of planning permission P55/M0752.

**Resolved:** No objection (**action: PC**)

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- f) **Update on recent decisions:** The Knoll, Clifton Hampden Rd, Chiselhampton OX44 7XA rear extension: permission granted.

**193/23 Finance:** The bank balances on 28/02/23 were £193.23 current account, £21,637.33 savings account and CCLA £41, 510.37. Due to bereavement the internal auditor is unavailable, a replacement is urgent.

**Resolved:** To source and appoint a Parish Council internal auditor at the best price available (**action: PC**).

**194/23 Payments:** The works to D'Oyleys pond and Manor pond have made them safer and smarter. Thank you to Green and Growing for an excellent job.

**Resolved:** The payment schedule was authorised (**action: PC**).

**195/23 Budget:** The budget working group on 18/01/23 identified small savings on the proposed balanced budget. The Parish Council has benefitted in recent years from windfall income from easement payments. These have been used to subsidise the precept and are now exhausted. The general reserves are now very low; the majority of the money held is Community Infrastructure Levy (CIL) funding earmarked for infrastructure works as a result of development and cannot be used for operating income. There have been overspends on legal fees, illegal encampments and repairs to the play area. The budget is for operational spending and does not include large projects which will require external funding sources.

**Resolved:** To approve the budget for 2023/24 as recommended by the working group (proposed Cllr Wells, seconded Cllr Campbell)

**196/23 Parish Precept for 2023/24:**

**Resolved:** The Stadhampton Parish Council precept claim for 2023/24 is £29,296.00. This is based on 402 average band D properties (the tax base) giving an average band D household a Parish precept tax of £72.88 per year. This represents 20.26% or £12.28 increase per year (proposed Cllr Wells, seconded Cllr Odell) (**action: PC**)

**197/23 Standing Orders: Resolved:** To approve the Standing Orders for 2022/23 based on the NALC update in April 2022 (proposed Cllr Wells, seconded Cllr Fitzgerald)

**198/23 Financial Regulations: Resolved:** To approve the Financial Regulations for 2022/23 (proposed Cllr Wells, seconded Cllr Campbell)

**199/0323 Parish Council Election 4th May 2023:** The nomination notice has been published today for the Parish Council election 04/05/23. Nominations must be submitted in person by 04/04/23. If more than 6 people are nominated, then a poll will be held on election day. Otherwise, the nominees are elected unopposed. Residents are encouraged to consider nomination and can contact the Parish Clerk for further information. (**action: all Parish Cllrs and residents**)

**200/23 Coronation of King Charles III:** Wallingford Baptist church plans to open, all welcome to watch the coronation together. Refreshments will be available and a 'Pay and Display' car park is next door.

**201/23 School Lane bus stop:** Oxfordshire County Council (OCC) have the green triangle designated as Highways for utilities and services. OCC welcomed the bus stop initiative. Work will start in small stages while the planning permission requirements are confirmed.

**Resolved:** No further action is required for Land Registry relating to the green triangle on School Lane (**action: Cllr Wells**)

**202/23 Salt bin in Stadhampton:**

**Resolved:** To request that SODC install a salt bin in Stadhampton and ask ward members to consider supporting the initiative (**action: PC**).

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**203/23 Sports Pavilion maintenance:** 3 quotes for tree work were considered. The stopcock was seized, and a plumber has replaced it. Thames Water will 'trace and locate' the external stopcock for future reference. The weekly management of the pavilion was discussed.

**Resolved:**

- a) To accept the lowest quote from Green and Growing to crown lift the trees (**action: PC**)
- b) To request that a probation community payback team undertake to cut back the lower growth around the trees (**action: PC**).
- c) Two Parish Cllrs to attend a meeting with the football club (**action: Sue White, Cllrs Odell and Wells**).

**204/23 Reports from Ward Councillors:** None received.

**205/23 Reports from Working Groups and Projects:**

- a) **Play area:** information is being gathered and quotes reviewed to prepare for grant applications to Oxfordshire County Council or SODC (**action: Cllr Dawson**)
- b) **Biodiversity and sustainability:** The dead trees are all replaced now and getting plenty of rain.  
**Resolved:** To approve the purchase of a new 8x8 shed from Garden Buildings Direct for tool storage and to collect rainwater. (**action: Cllr Dawson**)
- c) **Traffic Calming and Safety Measures:** Progress was reviewed, and the residents' request will be included in the submission to Oxfordshire County Council (OCC). Compliance with the 20mph zone means support from OCC, but their decisions will be based on the evidence collected on speeding and expert opinion on driver behaviour. Cllr Fitzgerald was thanks for his hard work.  
**Resolved:** To approach OCC with the proposal for the next stage in traffic calming measures. (**action: Cllr Fitzgerald**)

**206/23 Updates:**

- a) **Jubilee party funds:** The funds are held in a separate bank account to be used for future events.
- b) **Allotment 13:** Awaiting confirmation from the solicitors that the documents have been signed.
- c) **Cat Lane:** No response has been received yet from the developers or estate agents.
- d) **Village hall joint user agreement:** An article with a questionnaire is being drafted for Village Voice to ask for residents' views, and for volunteers to run the hall if it is to be available for hire. This will be made available on the Parish Council website. (**action: Cllr Dawson**)

**207/23 Items for the next agenda:** None

**Date and time of Next Meeting:** The 'Annual Parish Meeting' for all electors in the Parish will be held on Monday 17th April 2023 at 7.30pm. This will be followed by the ordinary meeting of the Parish Council.

The meeting closed at 9.30pm

Signature:

Date: