

STADHAMPTON PARISH COUNCIL

Minutes of the Meeting held at 7.30pm on Monday 25th April 2022 at the Village Hall, St John the Baptist Church

Attendees	Cllr Omar Bayoumi (OB), Cllr. Robert Campbell (RC), Cllr. Neil Fitzgerald (NF), Cllr. Catherine Odell (CO),
Apologies	Cllr Stuart Wells (SW) - (Vice Chairman)
In attendance	Michael Pawley (Clerk)

Ref	Item	Notes	Action
43/22	Welcome	Cllr Odell welcomed everyone to the meeting and it was agreed that Cllr Odell would chair the meeting in the absence of the Vice-Chairman	For info
44/22	To RECEIVE and RECORD apologies for absence	Apologies had been received from Cllr Stuart Wells	For info
45/22	To RECEIVE and RECORD declarations of interest from members regarding items on the agenda	There were none	For info
46/22	To CONSIDER and if agreed APPROVE the minutes of the meeting held on Monday 21st March 2022	The minutes of the meeting held on Monday 21 st March 2022 were AGREED by the Councillors who had been present, approved and signed by Cllr Odell	For info
47/22	To RECEIVE a report on recently decided and current Planning Matters	The report was RECEIVED (copy attached at Appendix 1)	For info
48/22	To CONSIDER and APPROVE RESPONSES to the following Planning Application P22/S1276/FUL	The application was discussed and it was AGREED to support the application	Clerk
49/22	To CONSIDER and APPROVE RESPONSES to any Planning Applications received after the date of the Notice of Meeting	There were no further applications	For info
50/22	TO CONSIDER and APPROVE A RESPONSE to the complaint regarding the track adjacent to the Church Green and parking on the Church Green (Minute 38/22)	Following the discussion at the last meeting Cllr Bayoumi reported that he had exchanged correspondence with the complainant regarding the track and parking on the Church Green. The correspondence was discussed and the terms of a response were AGREED which councillors felt fairly reflected the public opinion expressed at the previous meeting and represented a fair solution for both parties. It was AGREED that Cllr Bayoumi should draft the response, circulate it to councillors for final approval and then send it.	OB
51/22	To RECEIVE a report on and to note the current bank balance	The Clerk reported that following receipt of the first payment of the 2022/23 Precept the balance was £59,9949.56 including CIL reserves of £38587.88	For info
52/22	To APPROVE payments and receipts since the last meeting and payments to be made	The payments and receipts listed on the report were APPROVED (copy attached at Appendix 2)	For info
53/22	To NOTE the date of the Annual Meeting as Monday 16th May at 7.30pm in the Village Hall	This was AGREED . It was also AGREED that Cllr Odell would discuss nominations for Chairman with Cllr Wells	CO
54/22	Meeting Closed	8.20pm	For info

APPENDIX 1

CURRENT APPLICATIONS

Reference Location/Description Registered	Date
<u>P22/S1276/FUL</u> Oxfordshire Animal Sanctuary The Green Stadhampton OX44 7UB Demolish buildings and proposed erection of new reception and staff room building.	4 April 2022
<u>P22/S1099/A</u> Coach And Horses Chiselhampton OX44 7UX Sign A - Fascia Sign 3.0 x 1.5m Sign B - Fascia Sign 4.0 x 0.5m Sign C - Fascia Sign 2.6 x .07m Mural - Painted Mural 2.6 x 2.4m As amended by Agent's email dated 11 April 2022 removing directional sign (Sign D) from the proposal.	18 March 2022
<u>P22/S1095/LB</u> Coach And Horses Chiselhampton OX44 7UX Repainting of two fascia signs, addition of a fascia sign (including downlighter) and a mural.	18 March 2022
<u>P22/S0550/FUL</u> Newells Farm Stadhampton OX44 7XJ Alterations to the external appearance of the existing building.	16 February 2022

DECISIONS SINCE THE LAST MEETING

Reference Location/Description Date Registered	Decision
<u>P22/S0834/LB</u> Coach And Horses Chiselhampton OX44 7UX Proposed fire safety works (comprising reinstatement of former doorway to create new fire exit from Bar Lobby together with related alterations to fire doors / compartmentation arrangement and external works adjoining new exit.)	
3 March 2022 Consent	Listed Building

Stadhampton Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
4 Office costs	08/04/2022		Lloyds Bank Current A	DD	E-mail and cloud storage	Google Cloud EMEA Limited	Z	32.20		32.20
2 Business Rates	19/04/2022		Lloyds Bank Current A	DD	Business Rates	South Oxfordshire District Co	E	57.60		57.60
6 Electricity	20/04/2022		Lloyds Bank Current A	DD	Electricity	Ecotricity Ltd	L	13.97	0.70	14.67
3 Subscriptions & membership:	26/04/2022		Lloyds Bank Current A	FP	Annual subscription	Oxfordshire Association of Lc	S	161.06	32.21	193.27
1 Legal & professional fees	26/04/2022		Lloyds Bank Current A	FP	Land Registry searches	Birketts LLP	Z	20.00		20.00
5 Village Voice	26/04/2022		Lloyds Bank Current A	FP	Contribution to Village Voice 21	Stadhampton PCC	Z	500.00		500.00
Total								784.83	32.91	817.74



Invoice

Invoice number: 4093631916

Google Cloud EMEA Limited

Velasco

Clanwilliam Place

Dublin 2

Ireland

VAT number: IE36689970H

Bill to

Michael Pawley
Stadhampton Parish Council
Nelhurst Cottage, Copson Lane
Stadhampton
OXFORD
OX44 7TZ
United Kingdom

Details

Invoice number 4093631916
Invoice date Mar 31, 2022
Billing ID 5441-6256-2101
Domain name stadhampton.org

Google Workspace

Total in GBP **£32.20**

Summary for Mar 1, 2022 - Mar 31, 2022

Subtotal in GBP	£32.20
VAT (0%)	£0.00
Total in GBP	£32.20

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(£)
G Suite Basic	Usage	Mar 1 - Mar 31	7	32.20
Subtotal in GBP				£32.20
VAT (0%)				£0.00
Total in GBP				£32.20

Need help understanding the charges on your invoice? [Click here for detailed explanations](https://support.google.com/a?p=gsuite-bills-and-charges)
<https://support.google.com/a?p=gsuite-bills-and-charges>

South Oxfordshire District Council
Business Rates
PO Box 162
Erith
DA8 9DS

Telephone: 0845 300 5562
E-mail: sodc.businessrates@secure.capita.co.uk
Website: www.southoxon.gov.uk



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Your PayPoint Reference:



98265026840000050830440

0000/01/0000/00000000/3990141
11030900/002942/001/002

STADHAMPTON SPORTS PAVILION
MANAGEMENT COMMITTEE
C/O STADHAMPTON PARISH COUNCIL
NELHURST COTTAGE
STADHAMPTON
OXON
OX44 7TZ



Date of issue: 11.03.2022

Account number: 5083044
Property number: 813477106200

Rateable value: 1125

National non-domestic multiplier: 0.512
Small business non-domestic multiplier: 0.499

BUSINESS RATES BILL 2022/23

Rated Property: CHANGING ROOM AND PREMISES
AT
THE GREEN
STADHAMPTON
OXFORD
OX44 7UW

Amount (£)

Liability Period 01.04.2022 to 31.03.2023

Gross Charge	576.00
Mandatory Rate Relief	-460.80
Retail Relief	-57.60

BALANCE

57.60

The following payments will be collected by Direct Debit.

Date	Amount Due (£)
15.04.2022	57.60

Calculation from 01.04.2022 to 31.03.2023 (365 days)

Rv for period is 1125

Non Domestic Debit = $1125 \times 0.512 \times 365/365 =$ 576.00

Property is subject to Mandatory Relief(80.00%) = -460.80

Property is subject to Discounts:

Retail Relief (50.0000000%) = -57.60

TOTAL CHARGE FOR PERIOD = 57.60

Direct Debit

The cost effective way to pay is by **Direct Debit**. Instalments are taken from your bank or building society account on the 1st or 15th of each month. If you already pay by Direct Debit your payments will continue to be taken from your bank or building society account.

If you do wish to pay by Direct Debit, please fill in the instruction form enclosed with this bill and return it to the business rates office, or telephone **0845 300 5562** for further details.

By telephone

By credit or debit cards 24 hours a day phoning **0345 302 2313**.

On the internet

By credit or debit cards via the internet at www.southoxon.gov.uk.

By telephone/Internet via your own bank

You can instruct your bank to make payments via its own telephone or Internet banking facilities.

Please ensure your non-domestic rates account reference is quoted as well as the Council's bank account number (**83891941**) and sort code (**20-01-25**).

If you are paying for more than one property, please make separate payments for each individual property. Failure to quote your account reference may lead to delays in allocating your payment and recovery notices being issued.

By Bankers Order

Contact the business rates section on **0845 300 5562** who will send you the relevant form for you to send to your bank.

By PayPoint

You can pay at any PayPoint retailer. You must take this notice with you when you go to pay. No fee is charged for PayPoint.

At a Post Office

You must take this notice with you when you go to pay. There is no charge for this facility.

Cheque payments should be made payable to "Post Office Ltd". Payments can also be made by debit card.

Please note that payments may take up to seven days to reach your account when paying at a Post Office.

If you have difficulty making a payment, contact the business rates office on 0845 300 5562 without delay.

Further Information

Business Rates explanatory notes can be found on the council's website at www.southoxon.gov.uk/business-0. Financial information detailing how the amount of council tax has been calculated can be found on the council's website at www.southoxon.gov.uk/counciltax, this includes information relating to spending by large town and parish councils. Hard copies will be issued free of charge if requested in writing.

Rating multiplier explanation

From 1 April 2005, the Government introduced the Small Business Rate Relief (SBRR) scheme to alleviate the burden of business rates on small businesses. Legislation provides that the scheme costs must be borne by other ratepayers by way of an additional supplement being added to the annual non-domestic rate multiplier. The calculation on your demand shows what your rate of liability actually is and which multiplier is being used.

Council's use of personal data

The authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided for the prevention and detection of fraud. It may also be shared with other departments and other bodies responsible for auditing or administering public funds for these purposes. We may also share your data with debt collectors should it become necessary. It will not be used for marketing purposes. For further information please see www.southoxon.gov.uk

South Oxfordshire District Council
Business Rates
PO Box 162
Erith
DA8 9DS

Telephone: 0845 300 5562
E-mail: sodc.businessrates@secure.capita.co.uk
Website: www.southoxon.gov.uk



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STADHAMPTON SPORTS PAVILION
MANAGEMENT COMMITTEE
C/O STADHAMPTON PARISH COUNCIL
NELHURST COTTAGE
STADHAMPTON
OXON
OX44 7TZ

Date of issue: 11.03.2022

Account number: 5083044

Business Rates Direct Debit Confirmation

In accordance with the Local Government Finance Act 1988, it is your statutory right to pay by instalments. The details of the payments that will be made under your Direct Debit Agreement with this Council are shown on the front of this bill. It is **not** necessary for you to take any action as a result of this notice.

The Direct Debit Guarantee



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit South Oxfordshire District Council will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request South Oxfordshire District Council to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by South Oxfordshire District Council or your bank or building society you are entitled to a full and immediate refund of the amount paid from your bank or building society.
 - If you receive a refund you are not entitled to, you must pay it back when South Oxfordshire District Council asks you to.
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.





Stadhampton Parish Council
Nelhurst Cottage
Copson Lane
Stadhampton
Oxford
OX44 7TZ

Account Number 10156572

Date of Bill 04/04/2022

Bill Number 02085886

This is a VAT and CCL accounting document

Supply address



STADHAMPTON SPORTS PAVILION
The Green
Oxford
OX44 7UL

Supply point:

S	04	065	129	
	20	0000	9861	587

Contract details

Contract type: Tariff

Contract Start Date: 26/08/2020

Contract End Date: No End Date

Paying Your Bill

If you'd like to use a different payment method, there's lots of useful info on our website, visit ecotricity.co.uk/pay

Our bank details are:

Sort code: 40-14-13

Account number: 62606380

Account name: Ecotricity Ltd

Payment reference: Your Ecotricity account number

Your green electricity invoice.

Your current balance is **£14.67 in debit**

You pay by variable Direct Debit so the balance will be collected from your account on or just after 20/04/22. Please make sure you have the funds to cover this payment.

This invoice

	Amount
Electricity charges	£14.67
Total cost of energy	£14.67

Your account summary

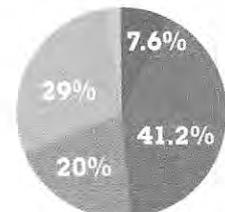
Payment date	Description	Amount
	Previous balance	£13.36 Debit
21/03/2022	Payment received	£13.36 Credit
	This bill	£14.67 Debit
Current balance		£14.67 Debit



Ecotricity
electricity
fuel mix

UK average electricity fuel mix

- Coal
- Natural gas
- Nuclear
- Other



0345 230 6 102



ecotricity.co.uk



business@ecotricity.co.uk

Your electricity costs

for the period 01 March 2022 to 01 April 2022 (31 days)



Your meter readings

	Previous	Current	Units used
Meter ID: L81R90668			
Day	21,921.10 Estimated	21,927.20 Estimated	6.10
Night	54,611.30 Estimated	54,621.40 Estimated	10.10

How we calculated your bill

		Price per unit	Amount
Consumption Day	6 units (kWh)	25.5400 p	£1.56
Consumption Night	10 units (kWh)	15.4500 p	£1.56
Price per day			
Standing Charge	31 days	35.00 p/day	£10.85
Sub Total			£13.97
VAT at 5%			£0.70
Total			£14.67

If we received meter reads in this period we'll have used these to make your bill as accurate as possible.

READ 13/4/22 21897
54622

If things go wrong

If you feel you're not getting the answers you need you can simply email our complaints team at

complaints@ecotricity.co.uk

For free impartial advice you can call the Citizens Advice consumer service on 0808 223 1133 or visit

citizensadvice.org.uk/energy

If you are still not satisfied you can contact the Ombudsman Service on 0330 440

1624 or visit ombudsman-services.org/energy

Terms and conditions

Please email business@ecotricity.co.uk

Codes of practice

Visit ecotricity.co.uk/codes-of-practice

VAT

If you use some of your energy for charity or residential purposes or anything changes that might affect your VAT declaration or amount of VAT you pay please call us on 0345 230 6102.

Climate Change Levy

For more information visit hmrc.gov.uk and search 'Climate Change Levy'.

Alternatively, you can contact HM Revenue and Customs' National Advice Service on **0300 200 3700** (open Monday to Friday 8am to 8pm).



MEMBERSHIP INVOICE

REFERENCE: S00257/2022/4

BILLING DATE: 01/03/2022

DUE DATE: 29/03/2022

BILLING FROM

Oxfordshire Association of Local Councils

Town Hall
Wallingford
Oxfordshire, OX10 0EG

BILLING TO

Stadhampton Parish Council

Nelhurst Cottage
Copson Lane
Stadhampton
Oxfordshire, OX44 7TZ

	VAT	PRICE	TOTAL
OALC Membership Period: 2022-2023	£32.21	£161.06	£193.27
		Total due	£193.27

MEMBERSHIP BENEFITS

OALC provides essential services to our member councils - information, advice and training. These services help your council function efficiently, transparently and democratically while responding to the needs of your community.

OALC value your membership. We ask, and strongly recommend, that you pay the membership invoice by bank transfer (BACS) into the OALC bank account (details below) rather than by cheque. This is of particular importance during the Covid pandemic, but also saves time and effort. Please let us know if you would like to attend a course on how to set up and operate internet banking for your council.

OALC Bank: Barclays Bank
Sort Code: 20-65-18
Account No.: 90715069
Account Name: Oxfordshire Association of Local Councils
VAT No.: 685 6443 93

Brierly Place
 New London Road
 Chelmsford
 Essex
 CM2 0AP

T: 01245 211211
 F: 01245 354764
 DX: 89703 Chelmsford 2
 www.birketts.co.uk

Birketts

Invoice No. 773922

Stadhampton Parish Council
 Nelhurst Cottage
 Copson Lane
 Stadhampton
 Oxford
 Oxfordshire
 OX44 7TZ

Our Ref CEN/331256.00003

Your Ref

Date 11 February 2022

VAT Registration No. 102 0243 51

Purchase Order No.

Re. Deed of easement at The Green, Stadhampton

Invoice	Period : 29 November 2021 to 11 February 2022			
	Costs	Disbursement	VAT	VAT%
TO PROFESSIONAL CHARGES	0.00		0.00	0.00
Disbursements				
Land Registry		20.00	0.00	0.00
	0.00	20.00	0.00	
	20.00	Sub Total		
	0.00	Less paid on account		
For and on behalf of Birketts LLP £	20.00	TOTAL		




1. We may charge interest on unpaid bills and we will do so at the rate payable on judgment debts, from one month after delivery of our bill.
2. If you are not satisfied with the amount of our fee, you may be entitled to have our charges reviewed by the court. This is called 'assessment'. The procedure is set out in ss. 70, 71 and 72 of the Solicitors Act 1974.
3. Your rights are set out more fully in the Solicitors (Non-contentious Business) Remuneration Order 2009.

Offices in Cambridge, Chelmsford, Ipswich, Norwich and London

Birketts LLP is registered in England under no. OC317545 and authorised and regulated by the Solicitors Regulation Authority.

Registered office at: Providence House, 141-145 Princes Street, Ipswich, Suffolk, IP1 1QJ.

A list of members may be inspected at any of our offices. The term 'Partner' is used to refer to a Member of Birketts LLP.



Brierly Place
New London Road
Chelmsford
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CM2 0AP

T: 01245 211211
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Birketts

Invoice No. 773922

Stadhampton Parish Council
Nelhurst Cottage
Copson Lane
Stadhampton
Oxford
Oxfordshire
OX44 7TZ

Our Ref CEN/331256.00003

Your Ref

Date 11 February 2022

VAT Registration No. 102 0243 51

Purchase Order No.

Re. Deed of easement at The Green, Stadhampton

REMITTANCE ADVICE

PAYMENT DUE ON PRESENTATION OF INVOICE

Total Invoice amount due £20.00

PLEASE QUOTE INVOICE NUMBER AS ABOVE WHEN MAKING PAYMENT

Cheques should be made payable to Birketts LLP and sent to the address above.

Payment may also be made direct to:

Birketts LLP Client Account: Bank of Scotland
Sort Code: 12-16-39
Account number: 00136604

Or call 01473 299113 to pay with a credit or debit card

Card payments are processed via WorldPay. Where applicable, a confirmation receipt will be sent by email to the email address of the invoice payer via support@worldpay.com.

STADHAMPTON VILLAGE VOICE

INVOICE

Stadhampton Parish Council
Attention: Michael Pawley - Parish Clerk
Nelhurst Cottage
Copson Lane
OXFORD
Oxfordshire
OX44 7TZ
GBR

Invoice Date
1 Apr 2022

Invoice Number
INV-1004

The Treasurer
Stadhampton with
Chiselhampton PCC
Nelhurst Cottage
Copson Lane
Stadhampton
Oxford
OX44 7TZ

Description	Quantity	Unit Price	Amount GBP
Agreed financial contribution towards the costs of The Village Voice for the financial year 2022/23	1.00	500.00	500.00
		Subtotal	500.00
		TOTAL VAT	0.00
		TOTAL GBP	500.00

Due Date: 15 Apr 2022

Payments must be made in advance of publication and are non-refundable

Payment can be made by cheque payable to "Stadhampton PCC" or paid direct to our bank - Lloyds Bank Sort Code 30-96-35 Account No 00482319. For direct payments please confirm details by e-mail to treasurer.stadhamptonpcc@gmail.com



PAYMENT ADVICE

To: The Treasurer
Stadhampton with Chiselhampton PCC
Nelhurst Cottage
Copson Lane
Stadhampton
Oxford
OX44 7TZ

Customer Stadhampton Parish Council
Invoice Number INV-1004
Amount Due 500.00
Due Date 15 Apr 2022

Amount Enclosed

Enter the amount you are paying above

Stadhampton Parish Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
1 Precept	08/04/2022		Lloyds Bank Current A	FP	Precept 50%	South Oxfordshire District Co	Z	11,907.50		11,907.50
2 Interest/dividends	11/04/2022		Lloyds Bank Current A	INT	Interest on A/c 07379797	Lloyds Bank	E	0.09		0.09
							Total	11,907.59		11,907.59

Remittance Advice

Telephone 01235 422422
Email exchequer@southandvale.gov.uk

Stadhampton Parish Council
Nelhurst Cottage
Copson Lane
Stadhampton
Oxford
OX44 7TZ

Supplier Number	10676
Payment Date	06/04/2022

Page 1 of 1

Invoice Date	Invoice Number / Description	Amount £
04/04/2022	1st Half Precept 2022/23	11,907.50

Total BACS Transfer

11,907.50

Payment Account Details

Sort Code	309903
Account Number	00300125
Account Name	Stadhampton Parish Council

Stadhampton Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
107	General maintenance	31/03/2022		Lloyds Bank Current A	FP	Dog bin emptying	South Oxfordshire District Co	S	448.50	89.70	538.20
108	Climate Change	31/03/2022		Lloyds Bank Current A	FP	Trees and protective guards	R Campbell	Z	216.48		216.48
								Total	664.98	89.70	754.68

APPROVED BY E-MAIL

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INVOICE

Stadhampton Parish Council
 Nelhurst Cottage
 Copson Lane
 Stadhampton STADHAMPTON
 OX44 7TZ Oxon

Date: 17/03/2022
Invoice Number: 10288793
VAT Regn. No: 195462827

Customer ID: 43126

Page 1 of 1

DETAILS	QUANTITY	PRICE	VAT %	AMOUNT
Dog bin emptying 1 January 2022 - 31 March 2022	1.00	448.50	20.00	448.50

NET	448.50
VAT	89.70
TOTAL	538.20

PAYMENT TERMS: 14 DAYS FROM THE DATE OF THIS INVOICE

PLEASE QUOTE THE INVOICE NUMBER WHEN MAKING PAYMENT
 SEE OVERLEAF FOR METHODS OF PAYMENT

Subject: Re: Paying for trees

Date: Saturday, 26 March 2022 at 11:56:38 Greenwich Mean Time

From: cllrbobcampbell

To: Clerk & RFO, Stadhampton Parish Council, Catherine Odell

Michael

Apologies for being slow on this. I paid £1451.40 for 295 trees plus all the guards and stakes for planting them. This works out at £4.92 per tree.

We planted 44 trees so the SPC owes me £216.48



Bob

Sent from my Galaxy

----- Original message -----

From: "Clerk & RFO, Stadhampton Parish Council" <clerk@stadhampton.org>

Date: 26/03/2022 07:04 (GMT+00:00)

To: Catherine Odell <cllcatherineodell@stadhampton.org>

Cc: Bob Campbell <cllrbbobcampbell@stadhampton.org>

Subject: Re: Paying for trees

Bob

If you can please let me have the invoice I will need to circulate a further payment list for approval and make the payment by Thursday to get it in this year's accounts

Kind regards

Michael

On Thu, 24 Mar 2022 at 11:10, Catherine Odell <cllcatherineodell@stadhampton.org> wrote:

Hi Bob and Michael,

Just noting that we will need to settle up with Bob this week for the trees we planted on the green, as we are nearing the end of the financial year and want it to come from this year's budget. We planted 44 trees that Bob had sourced from his supplier.

Bob, please can you let Michael know how much you are owed?

Michael, please can you advise how payment is made and any paperwork required?

Thanks both!

Catherine

Michael Pawley
Clerk & RFO - Stadhampton Parish Council
Nelhurst Cottage
Copson Lane
Stadhampton