

Stadhampton Parish Council

Minutes of the meeting of Stadhampton Parish Council held at the Village Hall, St John the Baptist Church, The Green, Stadhampton OX44 7UA on Monday 21st November 2022 at 7.30pm.

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

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

Members of the Public: 6

Absent: Cllr Bayoumi

Public Participation Session:

Q. Resident 1 Wreath Costs: Will SPC pay for a poppy wreath for each village at £20.00?

A. Yes. (action: PC)

Q. Resident 2 School Lane Bus Stop: Expressed concern about item 158/22. It is underused as a bus stop but does need improving. The resident queried the need for a bus shelter and the effect on driver visibility.

Q. Resident 3 Safety: Concerned for the safety of young people using the bus stop.

Q. Resident 4 Bin Collection: Bins are not being collected by SODC on the new advertised days.

A. Contact the SODC recycling team who will be able to advise you.

Q. Resident 4 Gate Design: What are the plans for the narrow gate between the Green and Cat Lane?

Q. Resident 5 Gate Actions: There are 20 gates around the village that don't meet the standards. Landowner permission is needed to remove them, and there is a cost. The Ramblers Association and Oxfordshire Field Path Society are helping with costs and the County Council agreed to do the work.

A. The Parish Council supports this initiative and will help pay the costs, please submit the details of costs for the next agenda. Use of CIL contributions may be appropriate.

Q. Resident 6 Traffic Calming Measures: concerned about speeding traffic.

A. This will be discussed under agenda item 165c/22

149/22 Apologies: Apologies were received from Cllr Dawson.

150/22 Declarations of interest: None

151/22 Minutes: The minutes of the meeting held on 17/10/22 were approved as an accurate record.

152/22 Matters arising:

- **Recycling bin request:** SODC have declined to install and service a recycling bin by the play area.

Agreed: To consider including a recycling bin into the new play area project design (action: Cllr Dawson).

- **Item 131/22 "No Trespassing" notices for The Green:** 4 signs cost £175 +VAT. They are not a legal requirement or part of the formal process of removing trespassers, but they do have a deterrent effect on casual users.

Resolved: To commission Able Investigations to install 4 new notices (3 in favour 1 against) (action: PC)

153/22 Planning and licensing applications: Representations to be made to South Oxfordshire District Council on the following planning applications:

- a) **Applications validated since the publication of the agenda:** Richmond Hill Farm, Chiselhampton, OX44 7XF application ref P22/S4129/N5D **Resolved:** No objection (action: PC)
- b) **Harrington development:** Tetsworth Parish Council have written to explain they oppose the 500-dwelling development, which will not be a sustainable development and giving reasons. The area is at risk of overdevelopment. Cllr Wells proposed supporting their submission.

Resolved: To object to the development (action: Cllr Wells)

c) Update on recent decisions:

- **Camoy's Court, Clifton Hampden Rd, Chiselhampton OX44 7UZ** Planning permission was granted, but the application to discharge the conditions was withdrawn prior to determination.

Stadhampton Parish Council

- **19 Bear Lane, Stadhampton OX44 7UR:** Planning permission was granted.
- **Bee Cottage, School Lane, Stadhampton OX44 7TR:** Listed Building consent was granted.
- **Acorn Barn, Milton Rd, Stadhampton OX44 7XX:** A Certificate of Lawful Use or Development was granted.

154/22 Finance: The monthly RFO report was circulated and the bank balances on 31/10/22 were £17,588.69 current account, £15,837.33 savings account and CCLA £41,116.49. In addition:

- a) The Lloyds bank mandate was declined. A new mandate has been prepared for signing.
- b) A CCLA mandate is prepared for signing, with the new business address and administrator.
- c) Castle Water advised of a “guaranteed service standard” scheme payment due to water supply failure on 09/10/22, a credit of £600.00 is due. An application has been made for a refund as the account is £1,196.03 in credit.

155/22 Payments: The payment schedule was authorised.

156/22 National Pay Award 2022/23: Advice from NALC of the national joint council for employers’ agreement on a pay rise backdated to 01/04/2022 for all local council employees was circulated and noted.

157/22 Reports from Ward Councillors: Reports from Cllrs Newton (SODC) and Bennett (OCC) were circulated and noted. Cllr Bennett gave his apologies.

158/22 Bus Shelter in School Lane: A proposal with quotes was circulated. The area has recently been used for parking and has been damaged. Bollards could be used to protect the area for pedestrians, or parking bays added. The area can be improved aesthetically with planters and made tidy and safe for bus users. Driver visibility will not be reduced as the proposed shelter has glass on all sides, but a larger shelter could be considered.

Resolved: To use Community Infrastructure Levy (CIL) funding to provide a bus shelter on the School Lane triangle with installation, associated works and landscaping. An expenditure limit of approximately £23,000 (net) is agreed, with details of the design, layout and materials yet to be resolved. ([action: Cllr Wells](#))

159/22 Dignity at Work Policy:

Resolved: To approve the policy, as part of the NALC “Respect and Dignity Pledge” commitment.

160/22 Joint Local Plan 2041 for Vale and South Oxfordshire District Councils: This item was deferred.

161/22 Gigaclear: It was noted that Gigaclear have stated that the Stadhampton cabinet has gone live, and they will soon be preparing each connection point ready for use.

162/22 Bonfire Safety: Following a report about the safety of the bonfire site after the event, the Environmental Health officer at SODC requested extra safety measures in the future.

Agreed: To request that the bonfire risk assessment includes a visual barrier for a week after the event.

163/22 Food van: A request for a temporary mobile food van on the Green in Stadhampton was considered.

Agreed: This is a positive initiative, but the Parish Council is unable to give permission to park on the Green due to the by-law. To discuss other possible locations with the resident. ([Action: PC](#))

164/22 Probation Service Unpaid Work Scheme (Community Payback): Teams can undertake manual work around the Parish from 10-4pm with a supervisor. The cost is for materials only free labour.

Agreed: To approve the use of a team in principle, subject to finding appropriate work projects ([action: PC](#))

165/22 Reports from Working Groups and Projects:

- a) **Play area project:** This item was deferred to the next meeting for quotes and funding options to be considered ([action: Cllr Dawson](#)).

Stadhampton Parish Council

- b) **Climate and Environment:** Cllrs Odell and Campbell have begun re-planting along the first avenue and the copse needs strimming. A discussion is underway with the school to explore installing solar panels. "Low Carbon Hub" may have grant funding available (action: Cllr Odell).
- c) **Highways and Transport:** Cllr Fitzgerald reviewed the Parish highways and traffic, in conjunction with the Highways team of Oxfordshire County Council, based on the previous traffic data collection. To influence driver behaviour, proposals include relocating the village gates, using dragon's teeth road markings and 20mph zones in specific areas of the village centre and side roads, where a restriction is supported by evidence in the survey. This is in addition to traffic calming measures in Newington Rd and in Chiselhampton. Funding is likely to be available from Oxfordshire County Council for the 20mph zones, which also offers funding opportunities for the other proposed measures. Chiselhampton residents are working with Thames Valley Police to start their own Community Speed Watch scheme, which acts as a visual deterrent and prompts a visit from the police to drivers found to repeatedly break speed limits.

Agreed: To write an article for Village Voice requesting residents' views on the proposed bounded 20mph limit in Stadhampton village centre, and side streets. (action: Cllr Fitzgerald)

166/22 Updates:

- a) **Sports Pavilion:** Quotes are currently being sought for the tree work and window/door replacements. The co-ordinator will obtain further quotes for the windows and doors.

Agreed: To obtain two more tree surgery quotes (action: Cllr Campbell and PC)

Agreed: To review all CIL receipts and the proposed projects and costs at the next meeting.

- b) **Jubilee party funds:** This item was deferred (action: Cllrs Wells or Bayoumi)
- c) **Water supply for allotments:** The aim is to investigate rainwater collection, rather than a tap supply with ongoing charges. To discuss with the allotment co-ordinator. (action: Cllr Odell)
- d) **Winter plan:** warm spaces are expensive to heat in the village, and an open session needs volunteers to run it. The WI are discussing ideas at their next meeting.
- e) **Allotment 13 and costs:** Transfer documents were agreed to be signed. A financial review is underway but not complete.
- f) **Cat Lane:** Birketts solicitors have been slow to respond to instructions.

Agreed: To arrange a meeting with Birketts solicitors (action: PC, Cllrs Bayoumi and Wells)

- g) **Community Hall joint user agreement:** Cllrs Odell and Dawson will seek residents' views via the Village Voice on future community use of the hall, which would require volunteers to form a committee and manage the lettings (action: Cllrs Odell and Dawson).
- h) **Defibrillator responsibility:** A second defibrillator unit was paid for by BP and liaised by a resident. The manufacturers have said it may need an upgrade.

Agreed: To contact the resident (action: PC)

167/22 Items for the next agenda

Date and time of Next Meeting: Monday 19th December 2022 at 7.30pm. Please note: this meeting may be subject to cancellation.

The meeting closed at 9.25pm

Signature:

Date: