



## Notice of a Meeting of the South Stoke Parish Council

Monday 16<sup>th</sup> March 2020 at 7.30pm in South Stoke Village Hall

All Councillors are summoned to a Meeting of South Stoke Parish Council.

Members of the public and press are invited to attend all council meetings.  
(Public Bodies (Admission to Meetings) Act 1960)

### Meeting adjustments due to **Coronavirus, COVID-19**

COVID-19 is a high consequence infectious disease (HCID), defined according to the following criteria:

- acute infectious disease
- typically has a high case-fatality rate
- may not have effective prophylaxis or treatment
- often difficult to recognise and detect rapidly
- ability to spread in the community and within healthcare settings
- requires an enhanced individual, population and system response to ensure it is managed effectively, efficiently and safely.

**South Stoke Parish Council is actively seeking to protect the Councillors, Volunteers and Staff working for and on behalf of the council and its activities. As such, and following current Public Health England (PHE) and government guidelines, the following applies to this meeting and any further public meeting of South Stoke Parish Council until such time as the UK is declared free of COVID-19.**

- **Please do not attend** the meeting if you are experiencing any of the following symptoms, please follow PHE guidelines and self isolate.
  - a cough
  - a high temperature
  - shortness of breath
- All attendees are requested to **wash their hands** (for the recommended minimum 20 seconds) and then dry their hands upon entering the meeting building, using the sink immediately to the right of the entrance to the building.
- All chairs will be spaced a minimum of 2m apart. Please respect this spacing and **do not move the chairs** from their positions before using them.
- **There will be no public forum.** Whilst it is good practice to include a public forum prior to the start of any council meeting, there is no legislative requirement to hold it. As such, until the UK is declared free of COVID-19 public forum will not be held at any SSPC meeting. Please continue to contact the Clerk directly if you have items you wish to raise to the attention of the Council using the normal methods of either:
  - e-mail to [Clerk@SouthStoke.org.uk](mailto:Clerk@SouthStoke.org.uk), or
  - in writing to the Clerk at 13 Wallingford Road, South Stoke.

**NOTE: this meeting may be completely cancelled at short notice following any updated information or requirement to suspend public meetings as requested by Public Health England or the Government of the United Kingdom.**



## AGENDA

**1. To receive apologies for absence and to approve the reasons given. (LGA 1972 s85(1))**

**2. Declarations of Interests (LA 2011 s31)**

*Member to declare any interests, including Disclosable Pecuniary Interest they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for dispensations that accord the Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations)*

**3. Chairman's Announcements**

**4. To approve and sign as a correct record the minutes of the meeting held on 24<sup>th</sup> February 2020. (LGA 1972 sch 12, para 41(1))**

4.1. To review progress on actions from previous Parish Council meetings and agree any revision of actions on the action list. **ActionsList**

4.2. Matters arising, not elsewhere on the agenda

**5. To approve the South Stoke High Consequence Infectious Disease policy **Appendix A****

5.1. To consider activating the High Consequence Infectious Disease policy.

**6. Planning (T&CPA 1990 sch 1, para 8(6))**

**Applications for Reconsideration**

6.1. Planning Application P19/S4364/FUL - The Old Vicarage, The Street: Change of usage of the cowshed and dairy, to half to dog day care centre, half vehicle storage. To consider the additional information provided by the applicant. **Appendix B**

**7. To receive reports from the representatives of Oxfordshire County Council and South Oxfordshire District Council**

7.1. County Report from Cllr K Bulmer

7.2. District Report from Cllr M Filipova-Rivers

**8. Community Building Project**

8.1. To receive an update on activities **Appendix C**

8.2. To receive approved minutes of the meeting 27<sup>th</sup> January 2019 **Appendix D**

**9. Housing Development**

9.1. To receive an update on activities **Appendix E**

9.2. To approve Terms of Reference for the Housing Development Committee

9.3. To appoint members of the Housing Development Committee.



**10. Rights of Way**

10.1. To receive an update on activities

**Appendix F**

10.2. To consider response to Savills regarding RoW paths, 1, 2, 4 & 5.

**11. Amenities Charity**

11.1. To receive update on activities

11.2. To receive update on the fire exit

**12. The Park**

12.1. To receive update

12.2. To approve the updated grazing agreement, after request from the current tenants.

**Appendix G**

**13. To appoint a transport representative.**

**14. Newsletter (LGA 1972 s142)**

14.1. To review newsletter finance. (LGA 2003 s93)

**Appendix H**

14.2. To consider making "Editor of the Newsletter" a salaried position. (LGA 1972 s112)

**15. Bus Shelter on the Wallingford Road**

15.1. To receive MoP request to resite the bus shelter to the other side of the road, for Langtree school pupils to make use of it.

**Appendix I**

15.2. To review the recent incident with the bus shelter, and agree actions arising, including agree SSPC's preference regarding, rebuild, resiting, removing the bus shelter.

**16. Grass Cutting**

16.1. To consider taking on the delegated function of the twice yearly grass cutting around South Stoke Village from OCC.

**Appendix J**

**17. To receive items of correspondence and agree actions arising**

17.1. Email from SSEN regarding resiting of the telegraph pole serving the South Stoke Community Shop.

**Appendix K**



**18. Finance**

18.1. To approve finalised payment schedule for February 2020, and note receipts.

**Appendix L**

18.2. To approve the Payment Schedule for March 2020

**Appendix M**

18.3. To note the reconciled bank account and reserves balances as at 29<sup>th</sup> February 2020

**Appendix N**

18.4. To review status of CIL demands.

18.5. To approve update to budgets for 2019/2020 and 2020/2021

**Appendix O**

18.6. To approve cancelling Invoice 0109, £6.50

**19. Matters for future discussion.**

**20. Confidential Business - To consider and, if thought fit, approve the following motion: In view of the confidential nature of the business about to transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw.**

**21. To receive feedback on Housing Group meeting with the Diocese, and approve expenditure for, and agree scope of, legal advice to be sought.**

**22. Freedom of South Stoke Award (LGA 1972 s249)**

**23. To receive correspondence from Savills and agree actions arising.**

**24. To approve staff salaries and hours for 2020/2021 financial year.**

**25. To receive quotes for village hall fire escape, and if appropriate award work to chosen contractor.**

**26. To confirm the time and date of the next meeting: 20<sup>th</sup> April 2020.**