



**Minutes of a Meeting of the South Stoke Parish Council  
Monday 24<sup>th</sup> February 2020 at 7.30pm in South Stoke Village Hall**

**Public Session**

MoP: Regarding the Dog Day Care, AS conveyed the conversation with the planning officer at SODC to the MoP.

MoP: Highlighted imminently leaving the village, and passing on the role of Transport Representative to another Parishioner.

**Members Present:**

Chairman Cllr Bryan Urbick (BU)  
Members Cllr Diana Hathaway (DH)  
Cllr Andrew Scrivener (AS) [Left 19:44]  
Cllr Philip White (PW)  
Cllr Victor Meyer (VM)

**Officers Present:**

Clerk Laura White (LW)

**Public and Press:**

9 Members of the Public (MoP), including Cllr M Filipova-Rivers, Community Building Committee Chairman & Housing Development Working Group Chairman.

**PC.20.02-2.1. To receive apologies for absence and to approve the reasons given.**

Cllr Wortley

**Resolved:** Reasons Accepted, Unanimous

**PC.20.02-2.2. Declarations of Interests**

PW – Staff Appraisal & Training

**PC.20.02-2.3. Chairman's Announcements**

None

**PC.20.02-2.4. To approve and sign as a correct record the minutes of the meeting held on 13<sup>th</sup> January 2020. (LGA 1972 sch 12, para 41(1))**

**Resolved:** Approved, Unanimous

**PC.20.02-2.4.1. To approve and sign as a correct record the minutes of the extra planning meeting held on 03<sup>rd</sup> February 2020**

**Resolved:** Approved, DH, BU, PWh, AS

**PC.20.02-2.4.2. To review progress on actions from previous Parish Council meetings and agree any revision of actions on the action list.**



**PC.20.02-2.4.3. Matters arising, not elsewhere on the agenda**

None

**PC.20.02-2.5. Planning**

**Applications for Reconsideration**

**PC.20.02-2.5.1. 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.**

AS has spoken to Planning Officer at SODC, whom said the application needs to be withdrawn or refreshed, at which point it would be discussed by SSPC again. SSPC's original objection still stands, nothing further to debate.

**Resolved:** Approved, Unanimous

**PC.20.02-2.6. To receive reports form the representatives of Oxfordshire County Council and South Oxfordshire District Council**

**PC.20.02-2.6.1. County Report from Cllr K Bulmer**

None

**PC.20.02-2.6.2. District Report from Cllr M Filipova-Rivers**

Comments in addition to the report (**Appendix 1**)

Local Plan update – the two options going forward are going to be either continue with the plan, or pass back to OCC. SODC is sorry they have not been able to reduce volume / changed the mix of the current plan, will keep pushing for the plan to be inspected. If anyone has queries or suggestions on the plan, to contact Cllr F-R directly via email.

**PC.20.02-2.7. Community Building Project**

**PC.20.02-2.7.1. To receive an update on activities**

Comments in addition to the report:

The council discussed with the CBC Chair timescales and The Shop's concerns, expiration of planning permissions & the fabric of the current Shop. Discussion over the "cost certainty design", why getting planning permission now.

**Resolved:** Report Noted, Unanimous

**PC.20.02-2.7.2. To receive approved minutes of the meeting 05<sup>th</sup> December 2019**

**Resolved:** Received, Unanimous

**PC.20.02-2.7.3. To note receipt of the grants monies of £5000 and £2500 towards design activities relating to planning application.**

**Resolved:** Noted, Unanimous

**PC.20.02-2.7.4. To approve sending formal letter of thanks to Cllrs K Bulmer and M Filipova-Rivers for their grants as per 7.3.**

**Resolved:** Approved, LW to send, Unanimous



**PC.20.02-2.8. Housing Development**

**PC.20.02-2.8.1. To receive an update on activities**

Comments in addition to the Report: Communication this morning with the Diocese regarding a meeting with them in the next two weeks.

**Resolved:** Received, Unanimous

**PC.20.02-2.8.2. To approve Terms of Reference for the Housing Development Committee**

Delayed to March 2020

**PC.20.02-2.8.3. To appoint Chairman and members of the Housing Development Committee.**

Delayed to March 2020

**PC.20.02-2.9. Rights of Way**

**PC.20.02-2.9.1. No further project update on progress since last meeting**

**PC.20.02-2.9.2. To approve progressing with the applications for 5-off Rights of Way.**

**Resolved:** Approved, BU, VM, PWh (DH Abstained)

**PC.20.02-2.10. Amenities Charity, to receive an update on activities**

**PC.20.02-2.10.1. In lieu of financial assistance to the South Stoke Village Hall and Recreation Ground Charity, to approve SSPC to source quotes and pay for works on the village hall. Delegated responsibility to the Clerk to receive quotes and award work to the maximum values of:**

- a) Downpipes on the West Elevation, plus soak away, not more than £800
- b) Fire Exit on the North Elevation, not more than £2800

**Resolved:** Approved, including to circulate the quotes via email to the full council prior to commencing work, Unanimous

**PC.20.02-2.11. The Park**

**PC.20.02-2.11.1. To receive update**

PWo Absent, no update.

**PC.20.02-2.11.2. To approve rolling monthly term rental of The Park to Perch House, in accordance with the terms laid out in the agreement**

**Resolved:** Approved, Unanimous

**PC.20.02-2.11.3. To approve updated agreement for the paddock / grazing on The Park to reflect boundary change**

**Resolved:** Approved, Unanimous

**PC.20.02-2.12. Clerk Training**

**PC.20.02-2.12.1. To approve CILCA training for the clerk, registration costs, £350**

**Resolved:** Approved, Unanimous



**PC.20.02-2.12.2. To approve clerk attending CILA mentoring sessions, cost £275**

**Resolved:** Approved, Unanimous

**PC.20.02-2.13. To receive items of correspondence and agree actions arising**

None Received

**PC.20.02-2.14. Finance**

**PC.20.02-2.14.1. To approve finalised payment schedule for January 2020, and note receipts.**

**Resolved:** Payments Approved, Receipts Noted, Unanimous

**PC.20.02-2.14.2. To approve the Payment Schedule for February 2020**

**Resolved:** Payments Approved, Unanimous

**PC.20.02-2.14.3. To note the reconciled bank account and reserves balances as at 31<sup>st</sup> January 2020**

**Resolved:** Noted, Unanimous

**PC.20.02-2.14.4. To review status of CIL demands.**

None

**PC.20.02-2.14.5. To approve invoicing the Village Hall cleaning through SSPC, and payment of the Clerk through current payroll system.**

To ensure Village Hall Cleaner cannot be perceived legally as an employee of the SSVH&RGC. All instructions to the cleaner from the SSVH&RGC to come via SSPC, suggestion for instructions to come via the SSPC SSVH&RGC representative, currently Cllr Wortley.

Any employer's liability regarding tax, contributions etc in relation to this employment to be passed on to the SSVH&RGC.

**Resolved:** Approved, Unanimous

**PC.20.02-2.15. Matters for future discussion.**

Nominating a new Transport Representative

Reallocating DH responsibilities.

**PC.20.02-2.16. 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.**

**Resolved:** Approved, Unanimous

**PC.20.02-2.17. Freedom of South Stoke Award.**

LW gave summary of activities to collate the much-needed affidavits.

**PC.20.02-2.18. To receive update on Staff Appraisals.**

No further update – BU to progress prior to next meeting.



**PC.20.02-2.19. To receive quotes for village hall access and parking upgrades, and if appropriate award work to chosen contractor.**

**Resolved:** Approved, to progress with Quote 2, from Butler and Procter, LW to forward details to BU for the Newsletter, and also contact the neighbour, Unanimous.

**PC.20.02-2.20. To confirm the time and date of the next meeting: 16<sup>th</sup> March 2020.**

**Resolved:** Confirmed, Unanimous

**Meeting Ended:** 20:50.

**Abbreviations (where used):**

<b>CBC</b>	Community Building Committee
<b>ChCh</b>	Christ Church
<b>CIL</b>	Community Infrastructure Levy
<b>GPoC</b>	General Powers of Competence
<b>OCC</b>	Oxfordshire County Council
<b>SODC</b>	South Oxfordshire District Council
<b>SSPC</b>	South Stoke Parish Council
<b>SSVH&amp;RGC</b>	South Stoke Village Hall and Recreation Ground Charity