Minutes of a Meeting of the South Stoke Parish Council

Monday 09th February 2026 at 19:30, South Stoke Village Hall

Councillors in attendance:
Vanda Scholey (VS)
Tina Haslam (TH)
Neil Proctor (NP)
John Verill (JV)

Public Forum: MOPS 2

Sinead Archer
Clerk

9th February 2026

MOP:

MOP 1: Vehicle access to the allotments in the community gardens, I am finding it very difficult to unload heavy loads of compost and manure into the allotment. I request permission to drive to unload compost and manure up to 4 times a year, please can the council reconsider this agreement. There has been some damage to the ground where a vehicle has driven into the park.

MOP 2: I really support the plaque for David Kenedy.

MOP 3: wanting to discuss and request support for planning application P26/S0161/S73 for a change to residency 12 m letting over air b&b.

Meeting started: 19:30

1. To Elect a new Chairman
   John Verill was proposed by NP and seconded by TH
   Resolved: Cllrs voted unanimously JV to be chair of SSPC

2. To Receive the acceptance of office of the Chair
   Resolved: Clerk received the signed form

3. To elect a new Vice-Chair
   Resolved: To keep in abeyance and revisit.

4. To receive the acceptance of office of the new Vice-Chair
   N/A

5. To Receive Apologies
   None

6. Declarations of Interests

6.1. To receive declarations of interest for items on this agenda

Members 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. (NB this does not preclude any later declarations)

No new ones

6.2. To consider requests for Dispensations

N/A

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7. To approve the minutes of previous council meetings

7.1. Meeting held on 08th December 2025

Resolved: Proposed by VS to sign the minutes and this was unanimously agreed duly signed

8. Update on the Vacancies on the Parish Council

8.1. To co-opt the candidate for one of the vacancies

It was noted there are two vacancies from DK and VM resignations. The PC has been uncontested and elections officers have confirmed that the SSPC can co-opt to fill the vacancies

Andrew Scrviener was proposed by JV and seconded by VS

Resolved: Cllrs co-opted in a unanimous vote Andrew Scrivener as a Cllr onto the Parish Council.

8.2. To receive the acceptance of office

Resolved: Clerk received the signed form

9. County and District Councillor Reports

Cllr MR sent her apologies as she another meeting at SODC

Clerk to publish the District report to the website.

10. Committees and Community groups

To receive any reports and updates since the last PC meeting and approve actions:

10.1. School

- To receive an update and consider any actions required.
  Planning has been granted, and being funded by MTG – build needs to be completed in March.
  Resolved: Noted
- Discuss and agree further actions
  Resolved: None

10.2 The Park Project

- To receive an update and discuss and agree any actions
  Bore hole funding has been granted by SODC Cllrs of £1,500 there is a new quote of £13,500, the CGA has asked the PC for £2000 to bridge the gap on the funding on this.
  Resolved: Grant amounts are noted. Can this outstanding amount be forward funded and charged back to the CGA. It was explained that there is a CIL amount that could be used but we need to ensure that the bore hole would qualify for CIL monies.

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- To discuss the idea of commemorating the work and dedication that David Kennedy put into the Park.
  Resolved: PC unanimously agreed to supply a plaque to be attached to the bench by the Pond. PC to agree wording of the plaque.

10.3 South Stoke Community Shop

- To update and agree actions
  No Update at present

10.4 Amenities Charity

- Updates and discuss and agree actions
  None – Clerk to circulate minutes for the last meeting

10.5 Water Meadows

- Update on Lease
  New contact with Christ Church, but we are still no further forward on the lease. MTG representative was in attendance and has offered to share the BBOWT schedule of the habitat, the representative is said they will talk to Christ Church in there meeting tomorrow.
  MTG to send an amenity consultation report to the chair to circulate.
  Resolved: Noted
- Discuss and agree any actions
  None

10.6 Graveyard extension update

- Update and discuss and agree any actions
  Still waiting on confirmation on what is required by SODC. It is noted that more space is required.
  Resolved: Noted VS to get an update on where it is and what needs to be done.

10.7 Slipway Committee

- Discuss findings of the slipway committee review and agree any next steps
  TH send a message to MTG for slipway funds, access enhancements would be considered for example creating access for mobility
  Resolved:

11. Finance 2025-2026

11.1. To approve payments for January and February 2026 – Appendix A

Date	Payee	Amount
31Jan2026	Bank Charges	£6
27Jan2026	CLERKS WAGES	£744.51
23Jan2026	WATER JAN26	£26.42
23Jan2026	HMRC	£57.61

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27Feb2026	CLERKS WAGES	£735.43
27Feb2026	HMRC	£55.57
09-Feb-26	Clerks expenses ink	£34.99

Resolved: Unanimously agreed and Noted

11.2. To note the receipts for January and February 2026 – Appendix A

02Jan2026	Chickens	£20
02Feb2026	Chickens	£20

Resolved: Noted

11.3. To note the reconciled bank balances, up to 31st January 2026. – Appendix B

Resolved: It is noted that full bank balances for TSB were not received but bank recs were supplied for unity bank accounts. It is requested that the TSB accounts are closed AS to action.

11.4. To approve the payment of £120+ VAT for ILCA course for the Clerk.

Resolved: Unanimously approved

12. Planning

To consider current planning applications and approve response to planning authority.

- P26/S0161/S73- Variation of condition 12 (Holiday Accommodation) of planning permission P23/S3822/FUL (Replacement of existing grain storage building to provide accommodation for artists and creatives visiting Little Stoke Manor Farm. Provision of bin and bike storage, amenity space, parking and landscaping).
  Middle Barn Little Stoke OX10 6AZ
  Resolved: unanimously approved to submit No Objections
- P26/S0278/DIS - Discharge of condition 6(landscaping (incl boundary treatment)) on application ref. P25/S0405/FUL (Erection of single self-build two-storey dwelling and detached garage, with new vehicular access and boundary wall on amenity space for existing property).
  Sycamores South Stoke
  Resolved: AS will look at the plans and advise we will respond using delegated powers.

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13. Correspondence and Miscellaneous Matters

13.1. To receive items of correspondence and approve any required actions in response.

- To consider the request for commemorating a member of the village. R.Small.
  Resolved: VS to discuss with the PCC regarding what can be done in conjunction with them to commemorating the villager.

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13.2. To note action points from Internal Audit and agreed with actions proposed

Resolved: formally looked and considered the action points on the internal audit.

13.3. To discuss miscellaneous matters not arising elsewhere in the agenda.

Email received on Sunday from the CGA with regards to the parking for loading and unloading of tools and equipment by elderly users of the community gardens and also to consider removing the partitions on the compost bins.

AS central track was put in for the communal deliveries onto the site.

VS understands and does not want to prevent users form using the garden but is worried about a free range of access for vehicles and wants to know how this will be managed.

AS – can the CGA come back with a proposal on how many deliveries per a year, with an example used managing deliveries over a certain number of days with notice provided. This includes commercial and garden user deliveries. TH we would request that any vehicle access is kept to a minimum.

A minor structural change to the bays, to remove the dividing wall so that wood chip can be delivered into the bay with a tipper truck. It was established that the bays were not sufficient for the usage for the CGA users, it is suggested that we understand and an overview of the size of the bays if these are insufficient. If there is a need for a proposal for a different layout we request this for CGA to come to the PC with a proposal.

Resolved: Clerk to check with the funder of the CGA bays to see if we can change the structure of these and advise the CGA if this can be done.

Flood warning is in place for south stoke, but surface level water and usual flooding spots is current noted to be dry at the moment.

14. The Newsletter

14.1. To discuss matters relating to the newsletter

There is an issue for the Feb newsletter -can there be a copy deadline for this issue.

A new editor is required.

15. Matters for confidential discussion

16. Matters for future discussion

Flood and emergency plans – clerk to look for old plans.

CIL money

17. To confirm date of the next meeting

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TH and VS not available for the meeting and send their apologies

Meeting closed: 21:24

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