



**Minutes of a Meeting of STANFORD IN THE VALE PARISH COUNCIL
held on Wednesday 4th February 2026 at Stanford in the Vale Village Hall**

Present: Cllr. Middleton (chair) Cllr. Foulkes Cllr. Horrobin Cllr. Lewis Cllr. Page Cllr. Silk
Cllr. Evans (OCC)

Claire Lewis (Clerk)

1 member of the public

01/02/26 To receive apologies

Cllr. Burls
Cllr. Howes
Cllr. Isaacs
Cllr. Kent

02/02/26 To receive Declarations of Interest from Cllrs on any agenda item

Item 13 Cllr Lewis non-pecuniary interest
Item QEII Cllr. Silk pecuniary interest

03/02/26 To receive, approve & sign as a true record, minutes of previous meeting 7th January 2026

ON THE RESOLUTION OF Cllr. Silk
SECONDED By Cllr. Page
IT WAS RESOLVED that the minutes be accepted. All in favour.

04/02/26 To receive report of County Councillor

Focus areas:

1. Potholes and state of roads.
 - Two potholes at Shellingford Crossroads have been placed on emergency list
 - Reported before Wantage Mill – surface had lifted
 - Cottage Road – requested OCC to come out and review with a view to resurface
2. Drainage and flooding
 - Sheards Lane – survey will be done in March
 - Church Green/Joyces Road
3. School transport
 - Organized online meeting with cabinet member and parents of KA students
4. Chasing OCC Highways for new 30mph sign for A417 outside River Meadow (using repurposed sign that can be wired into street light)
5. Drawing up list of poor-quality footpaths: OCC agree to do Glebe Road

05/02/26 To receive report of District Councillor

Cllr. Caul has resigned

06/02/26 Questions/comments from Parishioners

Parishioner raised questions on QEII planning conditional discharge regarding drainage report. He has flagged his concerns to OCC as they are responsible for the bridleway affected.

07/02/26 To discuss Planning Applications

- a. **P26/V0117/AG** – *Stanford Park Farm* - erection of agricultural workshop and store building

ON THE RESOLUTION OF Cllr. Middleton

SECONDED BY Cllr. Silk

IT WAS RESOLVED that the Parish Council has the following comment:

Stanford in the Vale Parish Council notes that the external appearance of the proposed agricultural workshop and small equipment store appears rather domestic/residential in design and scale, which is at odds with declared purposes of the building. All in favour.

- b. **R3.0013 to R3.0017/26 (OCC)** - *Stanford Primary School* - conditions relating to planning permission R3.0087/24 for new school playing field

ON THE RESOLUTION OF Cllr. Middleton

SECONDED BY Cllr. Silk

IT WAS RESOLVED that the Parish Council has no comments to make on these matters. All in favour.

08/02/26 To receive report of Chair inc. items for next agenda

- Thanks to Cllr Lewis for fixing the SID on Church Green. I will arrange to move it in due course and, at the same time, show any other interested councillors how to download speed data and move the signs.
- I am looking for a volunteer to write the March parish council newsletter. We are finding that having several councillors taking on writing it has been beneficial in varying the content and giving some different perspectives, so please let me know if you would like to volunteer for the March issue.
- From responses received, we'll have an online meeting to discuss format of finance reporting from Scribe on Friday 6 February at 14:00. I will send an invitation and connection details.

09/02/26 To receive correspondence and Clerk's Report

Correspondence – relevant copies are in the meeting correspondence folder

1. Correspondence received regarding drug dealing/taking at the football club/recreation ground.
2. Cllr. Evans has been able to resolve a long-standing issue with a manhole cover on the Ware Road roundabout.
3. I have emailed OCC Highways regarding completion of the S278 works, including comments from a parishioner.
4. The PC response to Steventon Reservoir was delegated to Cllr. Isaacs at the last meeting. The response is in the folder.

Clerk's report

1. VWHDC is issuing a Community Protection Warning letter to residents who have been placing large amounts of household waste in bins around village. Litter picker will report any further incidents. If the issue persists and they receive further strong evidence, they can escalate enforcement action accordingly.
2. My email address is now clerk@stanfordinthevale-pc.gov.uk. The previous email address will route to the new. The website is now <https://stanfordinthevale-pc.gov.uk>
3. Planning Application for Waymarker Stones: As VWHDC has been named as a landowner on the application and have received objections, this application will have to go to planning committee on 25th February. The objections do not relate to District Council land. **Action: Councillor to attend and speak to officer ahead of meeting.**
4. Floodlights – confirmed the floodlight timings with the football club. The pitch is on Tuesday and Wednesday from dusk until 9pm, MUGA every night from dusk until 9.30pm. **Action: Cllr. Lewis will look at bills**

5. Meeting scheduled with Highways Asset Response Team (HART) Monday 23rd February 2026 at 10am for a walk around the village. The HART team is “a dedicated and agile resource designed to deliver targeted improvements within local communities.” They can do:
- *Street Furniture Cleaning*
 - *Pedestrian Safety Enhancements: Removing damaged railings, street furniture, and footway plates, and addressing associated surface deterioration.*
 - *Vegetation Management*
 - *Surface Debris Clearance*
 - *Visual Amenity Improvements: Removing outdated flyposting from street furniture*
 - *Street Clutter Reduction: Collecting and removing redundant barriers and signage*

Please let me know of anything you would like to be added to the list (on highways land)

Update after meeting: HART team has cancelled meeting and will not reschedule.

6. I have requested a change for the CCLA Cautious Multi-Asset Fund from income distribution to accumulation but am yet to receive the correct forms.
7. Recent application decisions:
- a. P25/V1445/FUL - Cottage Farm - Proposed erection of 2 no. detached dwellinghouses - REFUSED

10/02/26 To approve Accounts for Payment

Stanford-in-the-Vale Parish Council

6 February 2026 (2025 - 2026)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
137	CIL Projects	31/01/2026		Current Account (TSI		QEII Updated Surface Water D	HR Wallingford	S	2,700.00	540.00	3,240.00
138	Hall Hire	31/01/2026		Current Account (TSI		PC and committee meetings	SITV Village Hall	X	54.25		54.25
139	Leisure & Recreation	15/01/2026		Current Account (TSI		Floodlights	Yu Energy	L	176.23	8.81	185.04
140	CIL Projects	31/01/2026	15/12/25	Current Account (TSI		Replace Playground fencing as	KB General Builders	Z	850.00		850.00
141	CIL Projects	31/01/2026	15/12/25	Current Account (TSI		Replace Village Hall fencing as	KB General Builders	Z	1,575.00		1,575.00
142	Office Expenses & Subscription	31/01/2026		Current Account (TSI		ICO Annual Registration	ICO	X	52.00		52.00
143	Membership Fees	31/01/2026	16/01/26	Current Account (TSI		Annual SLOC Membership	SLOC	X	200.00		200.00
144	Leisure & Recreation	31/01/2026		Current Account (TSI		Lebara monthly camera data st	Lebara	S	3.32	0.66	3.98
145	Greens & Gardens	31/01/2026		Current Account (TSI		Church Green tree stake & ties	Haynes of Challow	S	16.87	3.38	20.25
145	Greens & Gardens	31/01/2026		Current Account (TSI		Church Green tree stake & ties	Haynes of Challow	S	141.67	28.33	170.00
146	Clerks Salary	31/01/2026		Current Account (TSI		Clerks Salary	Claire Lewis	X	1,383.83		1,383.83
147	Cleaning Wages	31/01/2026		Current Account (TSI		Litter picker wages	Stephen Rolls	X	177.44		177.44
148	Employer NI	31/01/2026		Current Account (TSI		Employer NI	HMRC - PAYE & NI	X	164.57		164.57
149	Employee PAYE & NI	31/01/2026		Current Account (TSI		Employee PAYE & NI	HMRC - PAYE & NI	X	111.82		111.82
150	CIL Projects	31/01/2026		Current Account (TSI		QEII Drainage Conditional Disc	PortalPlanQuest Limited	X	298.00		298.00
150	CIL Projects	31/01/2026		Current Account (TSI		QEII Drainage Conditional Disc	PortalPlanQuest Limited	S	70.83	14.17	85.00
151	CIL Projects	31/01/2026		Current Account (TSI		QEII C6 CTMP Conditional Disc	PortalPlanQuest Limited	X	298.00		298.00
151	CIL Projects	31/01/2026		Current Account (TSI		QEII C6 CTMP Conditional Disc	PortalPlanQuest Limited	S	70.83	14.17	85.00
Total									8,344.66	609.52	8,954.18

ON THE RESOLUTION OF Cllr. Foulkes

SECONDED BY Cllr. Horrobin

IT WAS RESOLVED to approve the accounts for payment. All in favour. **Action:** Clerk to update descriptions to be more meaningful.

Signed.....

Date.....

2 February 2026 (2025 - 2026)

Stanford-in-the-Vale Parish Council

Bank Reconciliation at 31/01/2026			
	Cash in Hand 01/04/2025		128,541.92
	ADD Receipts 01/04/2025 - 31/01/2026		258,531.24
			387,073.16
	SUBTRACT Payments 01/04/2025 - 31/01/2026		259,279.12
A	Cash in Hand 31/01/2026 (per Cash Book)		127,794.04
	Cash in hand per Bank Statements		
	Current Account (TSB) 31/01/2026	44,968.69	
	Savings Account (Redwood) 31/01/2026	42,436.97	
	Savings Account (Unity Trust) 31/01/2026	0.00	
	CCLA Public Sector Deposit Fund 31/01/2026	30,369.10	
	HRBS Account 31/01/2026	10,019.28	
	CCLA Better World Cautious Fund 31/01/2026	0.00	
	CCLA Better World Global Equity F 31/01/2026	0.00	
			127,794.04
	Less unrepresented payments		
			127,794.04
	Plus unrepresented receipts		
B	Adjusted Bank Balance		127,794.04
	A = B Checks out OK		

Stanford-in-the-Vale Parish Council

Reserves Balance

2025 - 2026

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
CIL Funds	87,943.26	-355.00	52,320.54	69,271.35	104,539.07
S106 Projects	14,455.81	-133,857.00	27,727.83	134,432.00	-12,697.02
Security	857.08	-588.71			268.37
Neighbourhood Plan	3,734.15				3,734.15
Community Garden	1,645.00	-1,510.12			134.88
Public Open Spaces reserve		109,819.00	100,103.10		9,715.90
Total Earmarked	108,635.30	-26,491.83	180,151.47	203,703.35	105,695.35
TOTAL RESERVE	108,635.30	-26,491.83	180,151.47	203,703.35	105,695.35
GENERAL FUND					26,409.13
TOTAL FUNDS					132,104.48

Clerk's Notes:

1. Reserves include VAT to be reclaimed. VAT reclaim made 02 February for £4.3k covering Sept 25-Jan 26.
2. QEII transactions are using CIL funds. A separate QEII reserve in Scribe would improve tracking

ON THE RESOLUTION OF Cllr. Lewis
 SECONDED BY Cllr. Foulkes

Signed.....

Date.....

IT WAS RESOLVED to approve the statement of accounts

12/02/26 To approve budget for tree works at Nursery End

ON THE RESOLUTION OF Cllr. Silk

SECONDED BY Cllr. Middleton

IT WAS RESOLVED to increase the budget to £3700. All in favour.

13/02/26 To discuss email addresses for councillors

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Middleton

IT WAS RESOLVED to spend up to £240 on setting up .gov.uk mailboxes for councillors on Zoho mail.
All in favour.

Action: Cllr. Lewis will set up councillor mailboxes

Action: Cllr. Horrobin will review and update the IT policy for approval at the March meeting to ensure compliance with Assertion 10. Cllr. Horrobin also volunteered to review the policy list and create an index of documents, owners and review dates.

14/02/26 To discuss noise issues on Ware Road

ON THE RESOLUTION OF Cllr. Middleton

SECONDED BY Cllr. Horrobin

IT WAS RESOLVED to ask Cllr. Silk to write to the business park

15/02/26 To review the annual playground inspection report

Council received the annual report. **Action:** Cllr. Lewis and Cllr. Page will look at prioritising requirements.

16/02/26 To agree internal auditor for 25/26

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Horrobin

IT WAS RESOLVED to appoint White Rose consultancy to perform the internal audit

17/02/26 To review and approve internal financial controls policy and checklist

ON THE RESOLUTION OF Cllr. Foulkes

SECONDED BY Cllr. Horrobin

IT WAS RESOLVED to accept the policy and checklist

18/02/26 To receive a QEII planning update

19/02/26 Provisional date of next meeting – Wed 4th March 2026

20/02/26 Questions/comments from parishioners

Meeting finished at 21.50

Signed.....

Date.....