



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

**Present:** Cllr. Middleton (chair) Cllr. Burls Cllr. Foulkes Cllr. Horrobin Cllr. Lewis Cllr. Page  
Cllr. Silk Cllr. Howes (arrived 19:52, left 22:00) Cllr. Isaacs

Claire Lewis (Clerk)

1 member of the public

**01/03/26 To receive apologies**  
Cllr. Kent

**02/03/26 To receive Declarations of Interest from Cllrs on any agenda item**  
Agenda Item 9 - Cllr. Lewis  
Agenda Item 30 – Cllr. Middleton is a member of VCI  
Agenda Item 15d – Cllr. Silk pecuniary interest

**03/03/26 To receive, approve & sign as a true record, minutes of previous meeting 4<sup>th</sup> February 2026**  
ON THE RESOLUTION OF Cllr. Foulkes  
SECONDED By Cllr. Lewis  
IT WAS RESOLVED that the minutes be accepted. All in favour with 1 abstention

**04/03/26 To receive report of County Councillor**  
Cllr. Evans will be standing in the district council election on 26 March

**A417 Mill Farm:**

- Pre-surface dressing completed
- Surface dressing schedule for 17 March
- Sealing scheduled for April/May

**A417 Shellingford Crossroads:**

- Agreement in principle to move drains from road to verge
- Lobbying to have Shellingford crossroads work to extend beyond crossroad towards Faringdon

**Cottage Road**

- OCC inspected Cottage Road and only said 3 holes needed filling – following up

Quality of road repairs

**Quarry application at Shellingford** -earliest to go to committee summertime, probably later

**S278 works in front of River Meadow** – remediation work ongoing before Stage 3 road safety inspection

**Bridge repair over River Ock** – OCC Countryside Access team not responding

- Issue raised by parishioner on verge erosion on Joyce's Road next to recreation field. Cllr Evans will investigate possibility of grasscrete/kerb.

#### Issues raised by councillors:

1. Parking around school – needs police input. Cllr. Evans will request more visible presence.
2. Feedback on recycling centre service – parishioner arrived at 16.50 for a 16.45 appointment and was refused entry. Will follow up.
3. S278 Ware Road roundabout – grass seeding needs to happen soon. Will follow up.
4. Broken drain cover on Ware Road roundabout – not yet fixed. Will follow up.
5. Flooding at Mellor's continues. Also at Baulking Turn – Cllr. Evans has asked for flood investigation from OCC.
6. Sheards Lane flooding.

05/03/26

#### Questions/comments from Parishioners

- Cottage Road parking causing issues on match days. Can QEII open up a small space for parking on match days? (this is not possible at the moment for planning/OCC highways reasons) **Action:** Cllr. Evans has offered to speak to OCC highways about yellow lines/passing places. Cllr. Isaacs will speak to the football club.

06/03/26

#### To discuss Planning Applications

- a. **P26/V0191/DPO – Manor Farm** - discharge of S106 agreement

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Isaacs

IT WAS RESOLVED that the Parish Council object to the application. One of the central objections made by the applicant is the lack of clarity on which parcels of land form part of the S106 agreement. Whilst we acknowledge the difficulties presented by a monochrome copy provide with the S106 we assume that the original colour version is held by Vale and/or their solicitors and therefore the archives should be searched to provide a colour copy. All in favour.

- b. **Appeal of P25/V1445/FUL - Cottage Farm** - erection of two houses: appeal to Planning Inspectorate

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Isaacs

IT WAS RESOLVED to delegate discussions to Cllrs. Silk, Isaacs and Burls with developer and to reconvene the Planning and Finance committee on Monday 16<sup>th</sup> March at 7.30pm to agree a response to the Planning Inspectorate. All in favour.

07/03/26

#### To receive report of Chair inc. items for next agenda

- I am sorry to have to inform you that Mike Dixon, who, as many of you will know, was a member of Stanford in the Vale Parish Council until ill-health forced his retirement last year, died last week. He will be much missed by all of us who had the good fortune to be his friends and colleagues, and we will remember him for his cheerful demeanour and his determination to improve life for all in the village.
- As previously advised, it is my preference not to stand for re-election as chair in May 2026. If any councillor is interested in the role, I would be pleased to talk them through what is involved.
- Cllr Kent and I attended VWHDC planning committee on Wednesday 25 March, at which approval was granted for our wayfinder stones (P25/V2247/FUL). Subsequently, an issue has emerged with the location of stone 1 over a SUDS feature in the vicinity of Whitfield. Cllr Kent has identified an alternative location nearby. This will require either an amendment to the

existing application or submission of a new application for the stone that is moving, subject to the planning officer's discretion.

- I have completed the final report to VWHDC on the play area garden, for which they provided a grant through their Climate Action Fund. They have confirmed receipt of all paperwork necessary to close the project.

## **08/03/26 To receive correspondence and Clerk's Report**

Correspondence – relevant copies are in the meeting correspondence folder

1. Parishioner in touch about increase in dog mess on paths around the village, particularly leading up to school. I have advised the reporting route and that Biffa will come out to clear if significant. Option of requesting additional bin if persistent issue.
2. Parishioner emailed to request cutting down and removing a dead elm in the QEII for firewood.
3. TTROs:
  - a. A417 overnight (8pm-6am) closures from High Street – Goosey 17-19 March for surface dressing
  - b. A420 closed at Buckland 16-17 May for surface dressing
4. OALC newsletter in folder
5. Letter to young parishioner to thank him for litter picking for DofE
6. Cox's Hall have appealed planning refusal for fence. Parish Council not invited to comment – see letter.

## Clerk's report

1. Oxfordshire Healthwatch are running a survey on rural life for OCC: what helps you stay healthy and well, what makes it difficult and what ideas you have for improving health and care where you live: <https://www.smartsurvey.co.uk/s/rurallivingpublic/>. Please complete the survey and ask anyone you know to complete it too – including young people in the village. They will also be running a small focus group in the coffee shop on 24<sup>th</sup> March.
2. We have been made aware of incidents of tyres being let down in Huntersfield.
3. Still trying to change the CCLA account to accumulation – we have received one distribution so far.
4. Have requested to switch Redwood account to a new issue offering 3.74% - currently on 3.2%. Will take effect in April.
5. Have completed the annual Sport England 'Active Places' register update with details of MUGA and Football Club facilities
6. Working on new signage for leisure facilities in village with White Horse printers in the business centre. PC previously approved £450 – will come back in April to approve more if required.
7. Recent application decisions:
  - a. P25/V1717/FUL- White Horse Business Park – New warehouse – **Granted**
  - b. P25/V2247/FUL – Various locations in Stanford – Waymarker Trail – **Granted**
  - c. P26/V0117/AG – Stanford Park Farm – Agricultural workshop and store – **application for planning permission not required**

09/03/26

## To approve Accounts for Payment

**Stanford-in-the-Vale Parish Council**  
**PAYMENTS (AWAITING AUTHORISATION) LIST**

02 March 2026 (2025 - 2026)

| Voucher      | Code                           | Date       | Minute | Bank                 | Payment Ref. | Description                      | Supplier                   | VAT Type | Net             | VAT           | Total           |
|--------------|--------------------------------|------------|--------|----------------------|--------------|----------------------------------|----------------------------|----------|-----------------|---------------|-----------------|
| 162          | Hall Hire                      | 09/02/2026 |        | Current Account (TSI |              | PC and committee meetings        | SITV Village Hall          | X        | 25.25           |               | 25.25           |
| 154          | Office Expenses & Subscription | 09/02/2026 |        | Current Account (TSI |              | Simple File List Pro for website | Element Engage             | X        | 29.79           |               | 29.79           |
| 155          | Other Community Assets         | 09/02/2026 |        | Current Account (TSI |              | Speed cameras solar connector    | Amazon                     | S        | 7.49            | 1.50          | 8.99            |
| 155          | Other Community Assets         | 09/02/2026 |        | Current Account (TSI |              | Speed cameras solar connector    | Amazon                     | S        | 19.99           | 4.00          | 23.99           |
| 156          | Office Expenses & Subscription | 09/02/2026 |        | Current Account (TSI |              | .co.uk domain renewal 1 year     | Krystal Hosting Limited    | S        | 6.99            | 1.40          | 8.39            |
| 160          | CIL Projects                   | 09/02/2026 |        | Current Account (TSI |              | Q/EII C7 & C3 CEMP and WSI C     | PortalPlanQuest Limited    | X        | 596.00          |               | 596.00          |
| 160          | CIL Projects                   | 09/02/2026 |        | Current Account (TSI |              | Q/EII C7 & C3 CEMP and WSI C     | PortalPlanQuest Limited    | S        | 141.67          | 28.33         | 170.00          |
| 164          | Office Expenses & Subscription | 09/02/2026 |        | Current Account (TSI |              | Google Workplace Monthly sub     | Google Cloud EMEA          | X        | 1.71            |               | 1.71            |
| 166          | CIL Projects                   | 09/02/2026 |        | Current Account (TSI |              | Q/EII Construction Transport PL  | AA Environmental Ltd       | S        | 500.00          | 100.00        | 600.00          |
| 167          | CIL Projects                   | 09/02/2026 |        | Current Account (TSI |              | Q/EII WSI, risk assessment, ma   | John Moore Heritage Servic | S        | 551.00          | 110.20        | 661.20          |
| 157          | Repairs & Sundries             | 09/02/2026 |        | Current Account (TSI |              | Noticeboard key for chair        | Snob and Lock Wantage      | S        | 5.83            | 1.17          | 7.00            |
| 158          | Leisure & Recreation           | 09/02/2026 |        | Current Account (TSI |              | Annual Playground inspection     | The Play Inspection Compu  | S        | 379.80          | 75.96         | 455.76          |
| 159          | Jubilee Gardens                | 09/02/2026 |        | Current Account (TSI |              | Mulching community garden 4      | Nick Boden Professional Ga | X        | 112.50          |               | 112.50          |
| 161          | Leisure & Recreation           | 09/02/2026 |        | Current Account (TSI |              | Lebara monthly camera data s     | Lebara                     | S        | 3.32            | 0.66          | 3.98            |
| 163          | Leisure & Recreation           | 09/02/2026 |        | Current Account (TSI |              | Floodlights                      | Yu Energy                  | L        | 167.51          | 8.38          | 175.89          |
| 165          | Jubilee Gardens                | 09/02/2026 |        | Current Account (TSI |              | Bark for community garden        | Haynes of Challow          | S        | 50.00           | 10.00         | 60.00           |
| 169          | Cleaning Wages                 | 27/02/2026 |        | Current Account (TSI |              | Litter picker wages              | Stephen Rolls              | X        | 177.64          |               | 177.64          |
| 168          | Clerks Salary                  | 27/02/2026 |        | Current Account (TSI |              | Clerks Salary                    | Claire Lewis               | X        | 1,383.63        |               | 1,383.63        |
| 170          | Employer NI                    | 28/02/2026 |        | Current Account (TSI |              | Employer NI                      | HMRC - PAYE & NI           | X        | 164.57          |               | 164.57          |
| 171          | Employee PAYE & NI             | 28/02/2026 |        | Current Account (TSI |              | Employee PAYE & NI               | HMRC - PAYE & NI           | X        | 164.69          |               | 164.69          |
| <b>Total</b> |                                |            |        |                      |              |                                  |                            |          | <b>4,489.38</b> | <b>341.60</b> | <b>4,830.98</b> |

ON THE RESOLUTION OF Cllr. Isaacs

SECONDED BY Cllr. Howes

IT WAS RESOLVED to approve the accounts for payment. All in favour. **Action:** Clerk to send floodlight bills to Cllr Lewis

Signed.....

Date.....

**Stanford-in-the-Vale Parish Council**

|          |                                                     |           |                   |
|----------|-----------------------------------------------------|-----------|-------------------|
| <b>A</b> | <b>Bank Reconciliation at 28/02/2026</b>            |           |                   |
|          | Cash in Hand 01/04/2025                             |           | 128,541.92        |
|          | <b>ADD</b><br>Receipts 01/04/2025 - 28/02/2026      |           | 263,335.28        |
|          | <b>SUBTRACT</b><br>Payments 01/04/2025 - 28/02/2026 |           | 391,877.20        |
|          |                                                     |           | 264,110.10        |
|          | <b>Cash in Hand 28/02/2026</b><br>(per Cash Book)   |           | <b>127,767.10</b> |
| <b>B</b> | Cash in hand per Bank Statements                    |           |                   |
|          | Current Account (TSB) 28/02/2026                    | 44,739.55 |                   |
|          | Savings Account (Redwood) 31/01/2026                | 42,541.23 |                   |
|          | Savings Account (Unity Trust) 31/01/2026            | 0.00      |                   |
|          | CCLA Public Sector Deposit Fund 31/01/2026          | 30,467.04 |                   |
|          | 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      |                   |
|          |                                                     |           | <b>127,767.10</b> |
|          | Less unrepresented payments                         |           |                   |
|          |                                                     |           | 127,767.10        |
|          | Plus unrepresented receipts                         |           |                   |
|          | <b>Adjusted Bank Balance</b>                        |           | <b>127,767.10</b> |
|          | <b>A = B Checks out OK</b>                          |           |                   |

**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> |
|----------------------------|-----------------------|-------------------|-------------------|-------------------|-----------------------|
| <b>Earmarked</b>           |                       |                   |                   |                   |                       |
| CIL Funds                  | 87,943.26             | 1,223.00          | 53,695.46         | 69,271.35         | 104,742.15            |
| S106 Projects              | 14,455.81             | -133,857.00       | 27,377.83         | 134,432.00        | -12,347.02            |
| Security                   | 857.08                | -615.27           |                   |                   | 241.81                |
| Neighbourhood Plan         | 3,734.15              |                   |                   |                   | 3,734.15              |
| Community Garden           | 1,645.00              | -341.00           | 1,473.29          |                   | -169.29               |
| Public Open Spaces reserve |                       | 109,819.00        | 100,103.10        |                   | 9,715.90              |
| <b>Total Earmarked</b>     | <b>108,635.30</b>     | <b>-23,771.27</b> | <b>182,649.68</b> | <b>203,703.35</b> | <b>105,917.70</b>     |
| <b>TOTAL RESERVE</b>       | <b>108,635.30</b>     | <b>-23,771.27</b> | <b>182,649.68</b> | <b>203,703.35</b> | <b>105,917.70</b>     |
| <b>GENERAL FUND</b>        |                       |                   |                   |                   | 22,166.27             |
| <b>TOTAL FUNDS</b>         |                       |                   |                   |                   | 128,083.97            |

NOTE : Reserves balance includes VAT to be reclaimed

ON THE RESOLUTION OF Cllr. Foulkes

SECONDED BY Cllr. Silk

IT WAS RESOLVED to approve the statement of accounts. All in favour

**11/03/26 To review actual expenditure v. budget for 25/26**

Budget position reviewed to determine remaining budget for expenditure this financial year

**12/03/26 To approve budget allocation for Playground equipment improvements**

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Middleton

IT WAS RESOLVED to spend up uplift play area budget by £2.5k (totalling £5k) and reduce running costs by same amount and to delegate allocation of budget to play equipment to Cllrs. Lewis and Page.

**13/03/26 To review and approve the Financial Procedures**

ON THE RESOLUTION OF Cllr. Middleton

SECONDED BY Cllr. Horrobin

IT WAS RESOLVED to approve the Financial Procedures, accepting the amendments suggested by Cllr. Lewis and setting the limits as agreed in the meeting. All in favour.

1. Contracts over £200,000 including VAT, the RFO shall seek formal tenders from at least three suppliers agreed by the council OR advertise an open invitation for tenders
2. Contracts greater than £3,000 excluding VAT the RFO shall seek at least 3 fixed-price quotes;
3. Between £500 and £3,000 excluding VAT, the RFO shall try to obtain 3 estimates
4. Individual purchases within an agreed budget for that type of expenditure may be authorised by:
  - The Clerk, under delegated authority, for any items below £500 excluding VAT.

- The Clerk, in consultation with the Chair of the Council for any items below £2,000 excluding VAT
- A duly delegated committee of the council for all items of expenditure within their delegated budgets for items under £5,000 excluding VAT
- The council for all items over £5,000;

**Action:** Clerk to make the amendments and publish the Financial Procedures.

**14/03/26 To approve quote for play area fencing**

Defer to April meeting.

**15/03/26 QE2 Update**

- To receive an update on Phase 1 CDAs
- To consider and approve appointment of a Project Manager
  - Deferred to next meeting
- To approve scope and fees for Phase 2 architecture and landscape architecture

ON THE RESOLUTION OF Cllr. Middleton

SECONDED BY Cllr. Isaacs

IT WAS RESOLVED to accept both quotes of up to £4.5k on Jessop and Cook for phase 2 architecture, with decision on number of 3d photos delegated to QEII Working Group; and up to £4075 to ASA for Phase 2 design and revision of phase 1 drawings. Budget to come from CIL/S106 – clerk to determine.

- To approve s96A NMAA fee

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Isaacs

IT WAS RESOLVED to increase the approved budget for the s96A NMAA by £1700 + VAT. Budget is now £3,200 + VAT (excluding the Application Fee payable to VWHDC). All in favour.

**16/03/26 To receive Wayfinder Trail update & approve expenditure on QR code plates**

ON THE RESOLUTION OF Cllr. Lewis

SECONDED BY Cllr. Isaacs

IT WAS RESOLVED to spend up to £1300 on QR code plates and to delegate selection of plates to the Public Work of Art working group.

**ON THE RESOLUTION OF Cllr. Middleton**

**SECONDED BY Cllr. Lewis**

**IT WAS RESOLVED to suspend standing orders to continue the meeting past 10pm**

**17/03/26 To agree consultation approach for skatepark & approve expenditure**

ON THE RESOLUTION OF Cllr. Isaacs

SECONDED BY Cllr. Middleton

IT WAS RESOLVED to spend up to £100 for flyers. All in favour

**18/03/26 To approve expenditure on signage for community woodland**

ON THE RESOLUTION OF Cllr. Isaacs

SECONDED BY Cllr. Middleton

IT WAS RESOLVED to spend £60.38 on signs. All in favour.

- 19/03/26 To approve expenditure on hedge cutting in Millennium Green**  
ON THE RESOLUTION OF Cllr. Lewis  
SECONDED BY Cllr. Horrobin  
IT WAS RESOLVED to grant the MGT £500 for hedge cutting. All in favour.
- 20/03/26 To agree which charities will receive the £250 25/26 budget donation**  
ON THE RESOLUTION OF Cllr. Isaacs  
SECONDED BY Cllr. Foulkes  
IT WAS RESOLVED to donate £75 to Clean Slate and £175 to Vale Community Impact. All in favour with 1 abstention.
- 21/03/26 To agree contractors pay rate for 26/27**  
ON THE RESOLUTION OF Cllr. Isaacs  
SECONDED BY Cllr. Howes  
IT WAS RESOLVED to:
1. Increase the rate for the mowing and repair contractor to £13.10 per hour
  2. Employ the new handyman at a rate of £18 per hour
  3. Delegate the decision on contractor/employee for the new handyman to the clerk and employment committee.
- All in favour
- 22/03/26 To review and approve the IT Policy**  
ON THE RESOLUTION OF Cllr. Horrobin  
SECONDED BY Cllr. Lewis  
IT WAS RESOLVED to approve the IT policy, subject to changes suggested by Cllr. Isaacs, but not including the change of responsibility points.  
**Action:** Cllr. Horrobin will revise and issue the IT policy. Clerk to add date for further development to agenda next quarter.
- 23/03/26 To receive update on email addresses for councillors**  
Ongoing
- 24/03/26 To receive results of internal financial controls check**  
ON THE RESOLUTION OF Cllr. Lewis  
SECONDED BY Cllr. Page  
IT WAS RESOLVED to accept the internal controls check . All in favour
- 25/03/26 To delegate PC response to OALC on Local Government reorganisation**  
ON THE RESOLUTION OF Cllr. Middleton  
SECONDED BY Cllr. Isaacs  
IT WAS RESOLVED to delegate the response to Cllr. Lewis. All in favour.
- 26/03/26 Provisional date of next meeting – Wed 1st April 2026**  
**27/03/26 Questions/comments from parishioners**

Meeting finished at 10.38pm

Signed.....

Date.....