

STADHAMPTON PARISH COUNCIL

Minutes of the Meeting held at 7.30pm on Tuesday November 3rd 2020 on a Zoom Video Conference Call

Attendees	Cllr. Stephen Dawson (SD) – Chairman, Cllr. Robert Campbell (RC), Cllr. Neil Fitzgerald (NF), Cllr. Catherine Odell (CO), Cllr. Doug Struthers (DS). District Councillor Caroline Newton (part of meeting) Michael Pawley (Clerk) 9 members of the public
Apologies	Cllr. Stuart Wells (SW) - (Vice Chairman), County Councillor Lorraine Lindsay-Gale

Ref	Item	Notes	Action
143/20	Welcome by the Chairman	The Chairman welcomed all those attending the meeting and reminded attendees that the meeting would be recorded by the Council for the purposes of producing the minutes	For info
144/20	To note the Virtual Meeting Procedures agreed at the meeting on 5th May 2020	The Chairman drew attendees' attention to the agreed Virtual Meeting Procedures	For info
145/20	Open Forum	No items were raised	For info
146/20	Apologies for absence	Apologies had been received for absence from Cllr. Stuart Wells (Vice Chairman) and County Councillor Lorraine Lindsay-Gale. These were noted.	For info
147/20	To approve the minutes of the meeting held on Tuesday 6th October	The minutes of the meeting held on Tuesday 6 th October were AGREED by the Councillors who had been present, approved and signed by the Chairman.	For info
148/20	To record declarations of interest from members regarding items on the agenda	Cllr Struthers declared an interest in Agenda item 13 iii - Appeal against the decision on P19/S2305/RM, Land off Cat Lane Stadhampton	For info
149/20	To receive updates on items from previous meetings not covered elsewhere on the agenda	<p>i. Minute 114/20 i: Allotments</p> <p>The Clerk reported that 5 of the 6 new allotments had now been let and that he and the Allotments Officer were considering whether a storage box/small shed might be advantageous on the one remaining plot if this remained unlet</p> <p>The Clerk also reported that the clearance work on Allotments 9 and 17 would be carried out by Andrew Tuckwell – the waste being disposed of by burning onsite – and then the agreed tree planting could proceed</p> <p>The Clerk reported on progress relating to Allotment 13. Councillors had received copies of the recent correspondence from Bower Bailey and it was AGREED that the advice received from the Council's solicitors should be accepted and that they be instructed to respond accordingly. The Clerk reported that the Land Registry was proceeding with the Council's application to register the land</p>	CLERK

		<p>ii. Minute 114/20 iv: Lucerne Drive</p> <p>The Clerk reported that as agreed by the Council in September advice had been sought from the Council's tree consultant regarding the trees on the boundary between the Council's land in Lucerne Drive and Hillview. His advice was that two trees immediately adjacent to the wall be removed as potentially liable to cause damage to the boundary wall and two others be relocated elsewhere on the verge. As agreed the Clerk had written to residents of Lucerne Drive advising that these works would be carried out and in response two letters had been received objecting to the work and requesting further consultation with residents before work is carried out. Copies of the letters had been sent to councillors for information.</p> <p>It was noted that the Council had to be mindful of its obligations and potential liabilities as a landowner and it was also noted that the Council was actively involved in tree planting in the parish</p> <p>Accordingly it was AGREED that the Clerk should revert to the tree contractor to determine whether there were any alternative courses of action and then in due course revert to the residents</p>	CLERK
150/20	To receive a report from Oxfordshire County Councillor Lorraine Lindsay-Gale	Cllr Lindsay-Gale's report was taken as read (attached at Appendix 1)	For info
151/20	To receive a report from South Oxfordshire District Councillor Caroline Newton	<p>Cllr Newton presented her report – her estimate was that the Chalgrove application would not be determined until April at which time it would go to the Planning Committee</p> <p>Cllr Newton also drew attention to the changes in the SODC planning process which meant that minor applications could not be referred to Planning Committee by the Council but the District Councillor could do so within 28 days of registration so long as there were material planning considerations</p> <p>Cllr Newton reported that the revised Local Plan would be presented to Cabinet in early December and then to Council in mid-December</p>	For info
152/20	To receive an update on the local Covid-19 position and to agree any action which needs to be taken by the Council	<p>Cllr Dawson reported that the Volunteer Network continued to provide support across the parish and reported a slight increase in demand in recent days in anticipation of the recently announced lockdown. It was AGREED to publicise the Volunteer Network and the SODC Community Hub across the usual channels</p> <p>It was noted that a Remembrance Sunday service would be held at the War Memorial on Sunday 8th November</p>	CLERK For info
153/20	To receive a report on recently decided and current Planning Matters including a report on responses made to SODC since the last meeting	<p>The report was tabled and is attached as Appendix 2</p> <p>The Clerk reported that application P20/S3305/LB had been withdrawn as it had been deemed unnecessary but the associated Householder application remained in place</p> <p>Cllr Dawson noted that it was pleasing to see that many of the Council's observations on applications are reflected in planning consents by way of conditions</p>	For info

154/20	To receive an update in respect of the following Planning Matters	<p>i. The Council's response to the SODC Local Plan modifications consultation Cllr Dawson reported that he had reviewed the modifications and there had been no issues of direct relevance to the parish so no further comments had been submitted</p> <p>ii. P20/S2134/O Chalgrove Airfield Chalgrove OX44 7RJ Cllr Dawson reported that the response to the letter sent by 23 parishes and 2 District Councillors to John Howell MP had been that he was unable to intervene (a copy of the correspondence is on the website)</p> <p>It was noted that there was ongoing surveying work being carried out in advance of the planning application being made for the proposed Stadhampton and Chiselhampton bypass</p> <p>iii. Enforcement action P16/S2987/FUL Watlings Paddock Watlington Road Stadhampton OX44 7UQ The Clerk reported that the SODC Planning Enforcement Team had opened a file and enquiries are ongoing. No update had been received prior to the meeting.</p>	<p>For info</p> <p>For info</p> <p>For info</p>
155/20	To consider and agree responses to the following Planning Applications & Appeals	<p>i. P20/S3771/HH & P20/S3772/LB, Ascott Park Cottage Ascott OX44 7UJ The application was discussed and it was AGREED to respond with no objections but with a qualification in respect of the proposed bi-fold doors requesting retention of the existing doors/window openings</p> <p>ii. P20/S3766/HH & P20/S3767/LB, Church Farm House Copson Lane Stadhampton OX44 7TZ The application was discussed and comments from residents heard and it was AGREED to respond with no objections but with a note regarding the exact line of the proposed boundary with the Council's land and any works proposed in relation to the relocated accessway. It was AGREED to write directly to the applicants regarding these associated works</p> <p>iii. Appeal against the decision on P19/S2305/RM, Land off Cat Lane Stadhampton It was noted that this was an appeal against the original Reserved Matters application for this site, a revised Reserved Matters application (P20/S2263/RM) had been submitted and a decision was expected on that shortly.</p> <p>It was AGREED that the Council should continue to maintain its objections to the application that is under appeal and a response would be submitted.</p> <p>In terms of P20/S2263/RM the Planning Officer had indicated that his view was that, in line with the new process adopted by SODC, the application cannot be referred to the Planning Committee and, having negotiated significant changes, he did not believe that there were material reasons to refuse permission for that scheme.</p>	<p>CLERK</p> <p>CLERK</p> <p>SD CLERK</p> <p>SD CLERK</p>

		<p>Climate Change & Village Green</p> <p>Cllr Odell reported that a response had submitted to the Planning White Paper consultation and this would be sent to the Clerk to be added to the website</p> <p>Cllr Odell reported that Group was currently focussed mainly on the tree planting project</p> <p>Cllr Dawson asked for assistance in promoting the Green Gym activities</p> <p>Cllr Dawson and Cllr Campbell agreed to liaise regarding the health and possible replacement of the tree planted on the Village Green on Remembrance Day</p> <p>Ponds</p> <p>Cllr Dawson reported that once the selected contractor's availability had been confirmed the Clerk would liaise with him and Highways regarding any safety measures required. It was anticipated that the work would be carried out in Q1 2021</p> <p>Highways</p> <p>Cllr Fitzgerald reported on various initiatives regarding speeding and Highways issues. It was AGREED that an article requesting feedback should be published in the Village Voice, Grapevine, School newsletter, website etc. This exercise would identify requirements for expenditure/investment</p> <p>The Clerk reminded Councillors that any budgetary needs would need to be taken into account in the 2021/22 Budget to be agreed at the January meeting</p> <p>Following that exercise Cllr Fitzgerald indicated that he would aim to convene a Working Group comprising interested residents and councillors</p>	<p>CO CLERK</p> <p>For info</p> <p>ALL</p> <p>SD RC</p> <p>CLERK</p> <p>NF CLERK</p> <p>ALL</p> <p>For info</p>
159/20	To consider the proposed survey to be carried out in respect of the Council's response to illegal encampments on the Village Green	Cllr Dawson reported that he was drafting an article for the December Village Voice which would signpost a survey link on the website. The survey would seek residents' views on alternative strategies for dealing with illegal encampments – following feedback from councillors on the initial draft he was revising the survey	SD
160/20	To consider the revision of the Byelaws for Stadhampton Village Green	<p>The Clerk sought approval to a revised draft of the Byelaws together with approval to initiate the required consultation process. He observed that the guidance was that Byelaws should not seek to cover areas covered by existing legislation eg parking was already covered by the Road Traffic Act so it was not possible to specifically legislate against parking although overnight parking could be regulated.</p> <p>It was AGREED that councillors should review and respond to the Clerk by e-mail so that the process can move ahead</p>	ALL
161/20	To consider the refurbishment of the bus shelter at Chiselhampton and to approve a budget	Cllr Dawson reported that some work was required to refurbish the bus shelter (which is owned by the Council). Quotes were being sought and it was AGREED that a budget cap of £500 should be set so that the works can continue without further delay	SD CLERK

	cap of £500 for the proposed works		
162/20	To consider an application for a grant to install a defibrillator at the Coach & Horses PH, Chiselhampton	Cllr Dawson reported that the landlord of the Coach & Horses PH had agreed that a defibrillator could be installed on the exterior of the building. If approved the Council could apply for a grant towards the cost of purchase/installation. It was AGREED to proceed with a grant application	CLERK
163/20	To discuss the recent closure of The Crown Public House and agree appropriate action in respect of the unauthorized signage advising parking on the Village Green	<p>It was noted that the Crown was currently closed due to poor trading during the Covid pandemic</p> <p>It was AGREED that the Council should contact the owners of the Crown asking them to remove the sign directing people to park on the Village Green outside the Church as well as seeking their views on the future of the pub</p> <p>Cllr Wells had suggested that the Council seek to add the building to the Register of Community Assets and this was AGREED as a good protective action</p>	SD CLERK SW CLERK
164/20	To receive a verbal report on and to note the current bank balance	The bank reconciliation was noted and is attached (Appendix 4)	For info
165/20	To approve payments made since the last meeting and payments to be made	<p>The schedules of Payments and Receipts were AGREED (Appendix 4)</p> <p>The Clerk reported that SODC had already indicated that the costs for dog bin emptying would increase significantly in April so he would be looking at alternative providers</p>	CLERK
166/20	To receive a report on correspondence since the last meeting	The Clerk reported on correspondence with residents on the Newington Road regarding the need for an additional dog bin – he had sought approval from SODC for this	CLERK
167/20	Next Meeting	The dates of the next meeting was noted as Tuesday 1 st December to be held on Zoom at 7.30pm (Planning).	For info
168/20	Meeting Closed	9.45pm	For info

APPENDIX 1

REPORT TO PARISH COUNCILS – NOVEMBER 20220 BY CLLR LORRAINE LINDSAY-GALE

COVID-19 UPDATE

The County Council Cabinet was presented with worrying case figures on 21st October, and I was one of our Cabinet of 10 members who voted to ask for Tier 2 restrictions to be put in place across the County. It was very clear that the virus was spreading into our towns and villages, and to all age groups. We wanted to prevent another potential surge brought on by families and friends mixing over Half Term.

Our MP's lobbied against it. So the decision was delayed, but we knew then that it was only a matter of time before the City had to be moved into Tier 2 and that the county would probably follow soon after. We were disappointed that, despite clear evidence showing the virus spreading rapidly across the county, the decision was taken to move just Oxford into tier 2 from Saturday 31st October. The rest of the county remained at 'medium' (tier 1) level.

New national restrictions from 5 November

On 30th October the Prime Minister has announced a four-week national lockdown for England, with strict new measures coming into force from Thursday. The move comes in the wake of rapidly rising infection levels across the country and a significant rise in hospital admissions.

What are the new measures?

From 5 November, people will be told to stay at home unless they have a specific reason to leave, such as education, childcare, and work which cannot be done from home.

Pubs, restaurants, and non-essential shops and businesses will have to close, although hospitality venues can continue to provide takeaway and delivery services. Schools, colleges, universities and early years settings can remain open.

People must not meet socially indoors or in a private garden with family or friends who are not part of their household or support bubble. People are also being asked to avoid travelling in or out of their local area and to reduce the number of journeys they make.

The lockdown measures are expected to last until 2nd December (please note this is not a set end date). After this, it is anticipated that regions would go back to the current tiered system.

How will the new measures affect our services?

We are working rapidly to identify how the new measures will affect our service delivery and what action we need to take.

We know that the introduction of strict new measures will not be easy for our residents or our businesses. We have already seen the significant social, economic and health impacts that lockdown has had across our region – impacts which continue to be keenly felt. Nor will it be easy for our staff, who have given their all delivering services in the

most challenging of circumstances and who have worked so hard to restart services following closure earlier this year.

However, we must do everything we can to halt the spread of the virus. Nationally, COVID-19 cases have passed one million, while the death toll has reached over 46,500. Locally we have seen cases rise rapidly across all areas of Oxfordshire in the space of just a few weeks, with older and more vulnerable age groups affected and hospital admissions rising as a result.

Over the coming weeks our focus will be on doing everything we can to help our residents, and we will be working in close partnership with our local authority, NHS and community colleagues to protect and support our communities at this critical time.

£60K+ investment in Garsington's Roads

On 28th and 29th October a 240m section of the highway at the junction of Wheatley Road, Oxford Road and The Hill around the Village Hall was resurfaced.

The surfacing started just after the junction of Denton Ln on The Hill side and finished just before the twin gullies opposite Library Farm. While the closure was in place, additional patching was carried out adjacent to the junction of Denton Lane.

Included within these works were the replacement of damaged existing Full Batter kerbs on the bend and straight Bull Nose kerbs on The Hill side. New dropped kerbs were also installed at the end of the existing footpath along Pettiwell due to no kerbs present. Also included within the works were the replacement of 4 no old gully grates on the Oxford Rd side.

It was also identified that there was a small section of carriageway that required surfacing on Pettiwell within the extent of the properties. A 6.5 linear meter length of full width surfacing was carried out here while the road closure was in place.

The total estimated cost to carry out these works was **40K** approx.

Drainage – Wheatley Rd & Library Farm

In addition, after a previous meeting in the village with Cllr Liam Walker, Cabinet Member for Highway Operations, members of the Parish Council and senior officers from the OCC Highways department, a way forward has been agreed to deal with the long-standing problem of flooding at the corner of Denton Lane, close to the Primary School.

The existing system that runs from Wheatley Rd through to the brook has several defects that are not reachable to enable repair. This is mainly due to new out buildings and extensions built over the existing pipe over the years. The main areas are within the driveway of Library Farm and between Wheatly Rd and Sadlers Croft.

OCC officers have looked at the option of directional drilling to install a new 315mm OD pipe as they believe that this method would be ideal at these locations. The benefit of this is that there will be minimal excavating required which means less disruption to

resident's properties. The soakaway chamber that was installed previously will now be used as a chamber and entrance point for the new pipe.

The estimated cost for these works, including both locations will be **20K** approx.

Traffic Calming on the Hill and Oxford Road

It was also agreed to look into widening the pavement up to the Green from the School and to the provision of a small chicane to provide protection to pedestrians at that point and to slow traffic down through a give-way system.

At the other end of the village, after another visit from OCC Traffic officers a manhole cover and speed bump in the Oxford Road is to be repaired to alleviate vibration problems to residents in the vicinity. The possibility of a chicane at the entrance to the village to slow the traffic was also discussed.

Parking enforcement proposals aim to keep the traffic moving

Oxfordshire County Council has agreed to apply to the Government to take over responsibility for civil parking enforcement across the whole of the county. If the plans are approved by district councillors at the Vale of White Horse, South Oxfordshire and Cherwell, then the new measures could come into force across the county by November 2021.

The proposal, which was agreed by the county council's Cabinet on Tuesday, October 13, would also lead to the creation of up to 168 new on-street pay-and-display car parking spaces in the Vale, South, and Cherwell districts.

The county council already enforces parking in Oxford City and West Oxfordshire, and could now take over responsibility from Thames Valley Police in South Oxfordshire, the Vale, and Cherwell, ensuring continuity across the whole county.

Members of the public would be able to report areas and incidents of illegal parking through a dedicated email address and telephone line. Officers would investigate and take enforcement action as required.

Parking offences, which include overstaying in pay-and-display bays, double-parking, dropped kerb obstruction and yellow line infringements, would be enforced by the county council's contractor Conduent. Penalty charges range from £50-£70, but would be reduced by 50% if paid within 14 days.

APPENDIX 2 - CURRENT APPLICATIONS

Reference
Location/Description
Date Registered

[P20/S3767/LB](#)

Church Farm House Copson Lane Stadhampton OX44 7TZ

Alteration of garden walls including moving gated entrance of Copson Lane.
15 October 2020

[P20/S3766/HH](#)

Church Farm House Copson Lane Stadhampton OX44 7TZ

Landscaping works to garden; alteration of garden walls including moving gated entrance of Copson Lane; new garden store and glasshouse; new swimming pool.
15 October 2020

[P20/S3772/LB](#)

Ascott Park Cottage Ascott OX44 7UJ

Conversion of existing out-building to ancillary accommodation
8 October 2020

[P20/S3771/HH](#)

Ascott Park Cottage Ascott OX44 7UJ

Conversion of existing out-building to ancillary accommodation
8 October 2020

[P20/S3144/LB](#)

The Mount Thame Road Stadhampton OX44 7TX

Moving of internal wall to balance the bedroom sizes. Replacement of all four bay windows to front elevation to reinstate the windows back to a traditional cord hung window.
14 September 2020

[P20/S3141/HH](#)

The Mount Thame Road Stadhampton OX44 7TX

Moving of internal wall to balance the bedroom sizes. Replacement of all four bay windows to front elevation to reinstate the windows back to a traditional cord hung window.
14 September 2020

[P20/S3305/LB](#)

Ascott Park Cottage Ascott OX44 7UJ

New outdoor swimming pool and new associated detached pool house building
7 September 2020

[P20/S3304/HH](#)

Ascott Park Cottage Ascott OX44 7UJ

New outdoor swimming pool and new associated detached pool house building
7 September 2020

[P20/S2263/RM](#)

Land off Cat Lane Stadhampton OX44 7UN

Reserved Matters application following outline application ref. P16/S3690/O for the erection of two detached dwellings upon the building plot located off Cat Lane Stadhampton for appearance, landscaping, layout and scale (as amended by plans received 7 October 2020)
14 July 2020

[P20/S2134/O](#)

Chalgrove Airfield Chalgrove OX44 7RJ

Outline Planning Application for Residential-led mixed use development comprising the following elements with all Matters reserved, except Access, as shown on the Land Use and Access Parameter Plan, Building Heights Parameter Plan and the floorspace outlined on the Parameter Schedule, comprising: . 3,000 homes (C3) including up to 300 homes in C2 use; . Two 2FE primary schools (D1) on sites each of 2.22 hectares; . An 8FE secondary school including a 300 pupil sixth form College (D1) on a site of 10.55 hectares, including formal sports pitches; . 5 hectares of land for employment uses within classes B1, B2 and B8, and retention of existing business uses; . Partial removal of existing runways and periphery and construction of a single new main runway, associated taxiways and hard standing, arboricultural management including

felling, lopping and pruning of trees; . A Town Centre accommodating uses within classes A1-A5, B1, C2, C3, D1 and D2; . Additional floorspace, outside of the Town Centre, including uses within classes A1-A5, B1, D1 and D2; . At least 30 hectares of public open space, including playing fields, parks and gardens, amenity space, civic space, allotments/community orchards including storage buildings, green corridors, play areas, semi-natural/natural open space and drainage attenuation; . 3 Gypsy and Traveller pitches, and associated hardstanding; . Realignment of the B480 to include formation of new vehicular connections to the existing B480, including alterations to part of the existing B480 to form a green lane. (CONSULTATION END DATE EXTENDED TO 01 SEPTEMBER 2020).

19 June 2020

P20/S1908/FUL

Camoy's Court Clifton Hampden Road Chiselhampton OX44 7UZ

The erection of horse stabling to shelter horses and their provisions and equipment and ancillary yard area. Change of use of land from agricultural use to keep horses for recreational use. The creation of a manege to exercise horses. (amplified by further information, amended plans and tree protection details received 12 August 2020; 13 August 2020; 31 August 2020; 24 September 2020; 21 October 2020 and 28 October 2020)

18 June 2020

P19/S3311/FUL

Oxfordshire Animal Sanctuary The Green Stadhampton OX44 7UB

Demolition of a number of buildings and construction of a new Training Hall, Isolation Kennel and Staff Room, Office, Reception Building (As amplified by Preliminary Roost Assessment received 9 January 2020)

29 October 2019

P19/S2094/HH

Poplars Ascott near Stadhampton OX44 7UH

Two rear single-storey glasshouses attached to the dwelling, as amended by drawing number KCC2734-04 (amended red site plan) received November 2019.

8 July 2019

P18/S1289/DIS

Watlings Paddock Watlington Road Stadhampton OX44 7UQ

Discharge of conditions 7 & 9 on application P16/S2987/FUL Use of land for the stationing of caravans for residential purposes, together with formation of hard-standing, erection of utility building and stables, and keeping of horses.

16 April 2018

PLANNING APPEALS

Reference

Location/Description

Date Lodged

P19/S2305/RM

Land off Cat Lane Stadhampton

Reserved Matters application following outline application ref. P16/S3690/O for the erection of two detached dwellings upon the building plot located off Cat Lane Stadhampton for appearance, landscaping, layout and scale. (As clarified and amended by revised drawings and contaminated land questionnaire accompanying Agents email dated 25 October 2019, and a Streetscene Visualisation Plan received 23 January 2020). (Development of two detached dwellings upon the building plot located off Cat Lane Stadhampton)

26 October 2020

DECISIONS SINCE THE LAST MEETING

Reference
Location/Description
Date Registered
Decision

P20/S3204/HH

3 Warren Hill Stadhampton OX44 7UT

Demolition of existing garage and construction of two storey front/side extension.

3 September 2020

Planning Permission

P20/S3272/SCO

Chalgrove Off-Site Highways

Scoping Opinion for the Chalgrove Off-Site Highways Chiselhampton / Stadhampton Bypass and Cuxham Bypass.

9 September 2020

Sco. opinion issued

P20/S2962/FUL

Land adjacent to Copper Beeches Watlington Road Stadhampton OX44 7UQ

Demolition of outbuildings and other structures and erection of new family dwelling with access, parking and garden

26 August 2020

Planning Permission

APPENDIX 3

Play area working group

Approval is sort to proceed with RPM to expand and improve the existing play area. The total cost will be £47,215 + £1500 for benches/tables – Total £48,715. The supplier can install 12-18 weeks from confirmation of order and requires a deposit of 10%.

Quotes – comparative basis

RPM	£47,215
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Kettering	£37,990
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£15,460 for installation only (quote is for £16,415 but that includes unwanted items – origin bear, origin log run; add purchase price of items, total cost is £37,990).

ProLudic	£42,366
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£24,993 (but this excludes items total cost £17,363, so is effectively £42,366)

We will also purchase 3 recycled plasticised wood benches and two additional disability access tables and benches to improve the seating provision.

Cost	£1,500
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Details

RPM – will purchase and install all items. The PC have confirmed ROSPA approval for the current unit and the new scheme. RPM have deep experience in play area design and build and we are confident they will do a good job.

Kettering – will only install items and will not connect to existing unit, thus defeating central point of the expansion scheme. SPC (Stadhampton Parish Council) would have to act as project manager and become responsible for the link and inevitable gaps between supplier and installer.

Proludic – only provide and install their equipment and will not install linked to existing unit.

Existing play area – not within the budget of this working group

The existing play area will be made good (mainly replacing a few rotten timbers and missing batons, and turning ropes 180 degrees to allow for better ware)

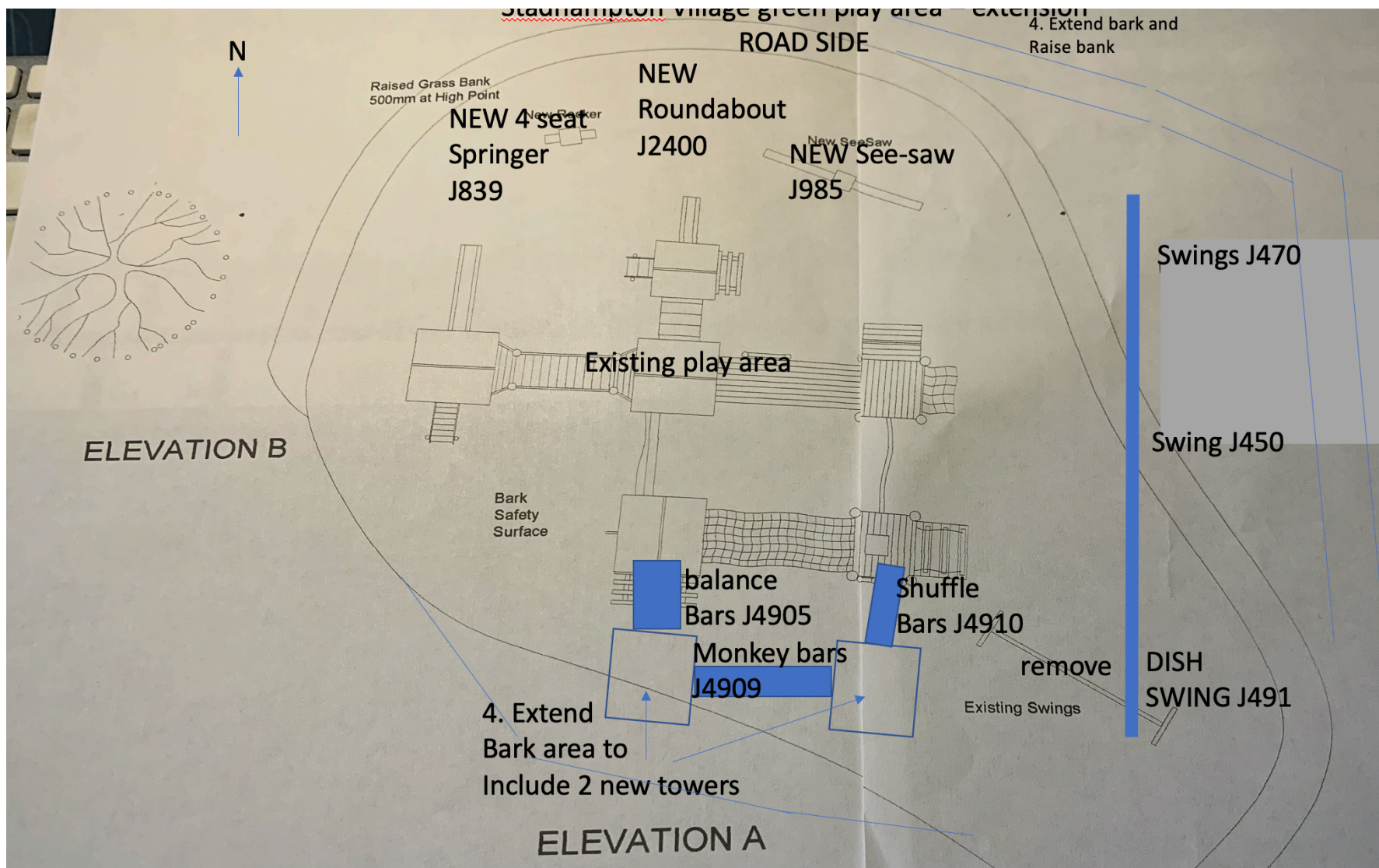
Fund raising

Anna Harries and Stephen Dawson have explored possible sources of funds. Timing remains the key question.

Timing

RPM are able to install this scheme from March onwards (subject to deposit payment by December). Installation will take 2-3 weeks.

The working group believes that installing either before 1/4/20 (easter) or during the May is the best timing to deliver the finished play area before the busy summer play season (June-Aug



APPENDIX 4

29 October 2020 (2020 - 2021)

Stadhampton Parish Council

Prepared by: Michael Pawley

Date: 29/10/2020

A	Bank Reconciliation at 29/10/2020		
	Cash in Hand 01/04/2020		69,215.40
	ADD Receipts 01/04/2020 - 29/10/2020		27,227.51
	SUBTRACT Payments 01/04/2020 - 29/10/2020		96,442.91
			35,485.08
	Cash in Hand 29/10/2020 (per Cash Book)		60,957.83
B	Cash in hand per Bank Statements		
	Petty Cash 29/10/2020	0.00	
	CCLA Public Sector Deposit Fund 30/09/2020	50,817.11	
	Lloyds Bank Deposit A/c 29/10/2020	8,239.33	
	Lloyds Bank Current A/c 29/10/2020	1,901.39	
			60,957.83
	Less unrepresented payments		0.00
			60,957.83
	Plus unrepresented receipts		0.00
	Adjusted Bank Balance		60,957.83
	A = B Checks out OK		

29 October 2020 (2020 - 2021)

Stadhampton Parish Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
62	Office costs	08/10/2020		Lloyds Bank Current A	DD	E-mail and cloud storage	Google Ireland	Z	33.12	0.00	33.12
63	Electricity	19/10/2020		Lloyds Bank Current A	DD	Electricity	Ecotricity Ltd	L	10.94	0.55	11.49
64	Office costs	04/11/2020		Lloyds Bank Current A	FP	Accounts software	Starboard Systems Limited	S	257.00	51.40	308.40
65	General maintenance	04/11/2020		Lloyds Bank Current A	FP	Dog bin emptying	South Oxfordshire District Co	S	224.25	44.85	269.10
66	Project costs	04/11/2020		Lloyds Bank Current A	FP	Play area plan check	Playsafety Limited	S	250.00	50.00	300.00
67	Office costs	04/11/2020		Lloyds Bank Current A	FP (Reimburse M J Pa	Zoom subscription	Zoom Video Communications	S	11.99	2.40	14.39
68	Grass cutting	04/11/2020		Lloyds Bank Current A	FP	Cutting of Village Green	Green and Growing	S	589.28	117.86	707.14
Total									1,376.58	267.06	1,643.64

29 October 2020 (2020 - 2021)

Stadhampton Parish Council

RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
18	Interest/dividends	09/10/2020		Lloyds Bank Current A	INT	Interest on A/c 07379797	Lloyds Bank	E	0.09	0.00	0.09
Total									0.09	0.00	0.09