

STADHAMPTON PARISH COUNCIL

Minutes of the Annual Meeting held at 8pm on Monday 10th May 2021 at the Village Hall, St John the Baptist Church

Attendees	Cllr. Stephen Dawson (SD) – Chairman, Cllr Stuart Wells (SW) - (Vice Chairman), Cllr. Robert Campbell (RC), Cllr. Neil Fitzgerald (NF), Cllr. Doug Struthers (DS) District Councillor Caroline Newton Michael Pawley (Clerk) 7 members of the public
Apologies	Cllr. Catherine Odell (CO),

Ref	Item	Notes	Action
48/21	WELCOME	Cllr Dawson welcomed everyone to the meeting	For info
49/21	To ELECT the Chairman of the Parish Council	Cllr Stephen Dawson was nominated by DS and seconded by NF. This was unanimously AGREED	For info
50/21	To ELECT the Vice Chairman of the Parish Council	Cllr Stuart Wells was nominated by RC and seconded by SD. This was unanimously AGREED	For info
51/21	To RECEIVE the Declaration of Acceptance of Office forms from the newly elected Chairman and Vice Chairman	Declarations of acceptance of office were duly signed and witnessed by the Clerk	For info
52/21	To RECEIVE and NOTE apologies for absence	Apologies had been received from Cllr Odell	For info
53/21	To RECEIVE and RECORD declarations of interest from members regarding items on the agenda	Cllr Doug Struthers advised that he had an interest in Planning Applications P21/S1829/LB and P21/S1401/HH	For info
54/21	To CONSIDER and APPROVE the minutes of the meeting held on Monday 8th March 2021	The minutes of the meeting held on Monday 8 th March 2021 were AGREED by the Councillors who had been present, approved and signed by the Chairman	For info
55/21	To REVIEW and APPROVE the inventory of land and assets register.	The register was APPROVED (copy attached at Appendix 1)	For info
56/21	To REVIEW and APPROVE the annual risk assessment	The annual risk assessment was APPROVED (copy attached at Appendix 2)	For info
57/21	To RECEIVE the Internal Auditors Report	The Clerk reported that the Internal Audit had been carried out. He wished to record his thanks to the Internal Auditor, Robert McKinney, for carrying out the work once again. The report was RECEIVED (copy attached at Appendix 3)	For info
58/21	To APPROVE the Annual Governance Statement 2020/21 – AGAR Section 1	The Annual Governance Statement was APPROVED (copy attached at Appendix 4)	
59/21	To RECEIVE and Approve the Annual Accounting Statements – AGAR Section 2	The Annual Accounting Statements were RECEIVED and APPROVED (copy attached at Appendix 5)	For info
60/21	To NOTE the dates set for the exercise of public rights 3rd June to 14th July 2021	The dates were NOTED and the Clerk reported that these would now be advertised on the website and on the noticeboard	For info
61/21	To RECEIVE a report from Oxfordshire County	The Chairman suggested that the report be taken as read in Lorraine Lindsay-Gale's absence; as reported at the Annual Parish Meeting she had not been re-elected at the recent local elections (copy attached at Appendix 6)	For info

	Councillor Lorraine Lindsay-Gale		
62/21	To RECEIVE a report from South Oxfordshire District Councillor Caroline Newton	District Cllr Caroline Newton's report was taken as read as most issues had been covered in her report to the Annual Parish Meeting (copy attached at Appendix 7)	For info
63/21	To RECEIVE a report on recently decided and current Planning Matters including responses made between Parish Council Meetings	The report was RECEIVED (copy attached at Appendix 8)	For info
64/21	To CONSIDER and APPROVE RESPONSES to the following Planning Applications	<p>P21/S1829/LB and P21/S1401/HH Manor Barn The Green Stadhampton OX44 7UL Variation of condition 2 (Approved plans) on listed building consent P15/S0143/LB Proposed two storey rear extension and refurbishment of the existing barn.</p> <p>The Council AGREED a response of No Objections</p> <p>P21/S1695/HH The Gables Cat Lane Stadhampton OX44 7UN Erection of new front porch and addition of new dormer window to rear roof</p> <p>The Council AGREED a response of No Objections</p>	<p>CLERK</p> <p>CLERK</p>
65/21	To CONSIDER and APPROVE RESPONSES to any Planning Applications received after the date of the Notice of Meeting	<p>An application had been received in respect of 3 Warren Hill, Stadhampton OX44 7UT (P21/S1750/HH)</p> <p>The Council AGREED a response of No Objections</p>	CLERK
66/21	To CONSIDER and APPROVE a request from Scottish & Southern Electricity Networks to install a section of low voltage underground cable across council owned land to service Church Farm Barns	The request was CONSIDERED and APPROVED	For info
67/21	To NOTE the request from the owner of 9 The Green for an easement to allow vehicular access to the property across the Village Green; to NOTE that discussions are in hand regarding consideration and legal costs	The request was NOTED and the Clerk reported that he had both approached the District Valuer and received an estimate of costs from the Council's solicitors. There were no recent precedents on which to base an indication of consideration. The Clerk was requested to progress this with the applicants.	CLERK
68/21	To RECEIVE updates on items from previous meetings not covered elsewhere on the agenda	<p>Minute 35/21 ii - Lucerne Drive; to RECEIVE a report on advice from an independent consultant regarding the trees on the boundary with Hill View and to APPROVE the quote received from Positive Tree Care to carry out the recommended works</p> <p>As the advice received from the second independent consultant was consistent with that previously received it was AGREED to proceed with the recommended works to remove one tree immediately abutting a boundary wall between the Council's land and Hill View – this to prevent potential damage to the boundary wall; also to prune other trees that are restricting the growth of another younger tree. The Council's policy of planting trees was particularly noted – this work was only being carried out to prevent the risk of property damage</p> <p>Minute 35/21 viii – Defibrillator; to NOTE that the defibrillator has now been installed at the Coach & Horses PH in Chiselhampton</p> <p>This was NOTED and thanks expressed to District Cllr Caroline Newton for agreeing grant funding and David McPhillips for agreeing to its installation at the Coach & Horses PH</p>	<p>CLERK</p> <p>For info</p>

		<p>Minute 35/21 v – Village Green Survey; to RECEIVE a summary of the results of the recent survey which will be considered by the Village Green Working Group</p> <p>A copy of the summary is attached at Appendix 9. Cllr Dawson reported that the Working Group would review the detailed proposals and bring recommendations to the next Council meeting to also take into account the feedback from a meeting being held on 19th May with the Trust for Oxfordshire Environment. The high response rate was welcomed. It was AGREED that a summary should be published in the Village Voice.</p>	<p>SD/CO/RC</p> <p>CLERK</p>
69/21	To RECEIVE a report on and to note the current bank balance	The report was RECEIVED (copy attached at Appendix 10)	For info
70/21	To APPROVE payments and receipts since the last meeting and payments to be made	The payments listed on the report were APPROVED (copy attached at Appendix 11)	For info
71/21	To NOTE the date of next meeting as Monday 14th June 2021 at 7.30pm in the Village Hall	This was NOTED	For info
72/21	Meeting Closed	8.31pm	For info

Stadhampton Parish Council
Fixed Assets and Long Term Investments

Asset Description	Date Acquired	Purchase Value	Current Value	Location
Play Area				
Multi-activity Play Equipment	2006	37,761.00	37,761.00	Village Green
		37,761.00	37,761.00	
Sports Pavilion				
Pavilion	1977	25,028.00	25,028.00	Village Green, adjacent B480
Pavilion improvements	2017	23,505.00	23,505.00	Village Green, adjacent B480
		48,533.00	48,533.00	
Village Green & Grounds maintenance				
Bus shelter - Chiselhampton	1975	2,001.00	2,001.00	B480 adjacent junction with B4015
Bus shelter - Stadhampton		4,005.00	4,005.00	Thame Road, adjacent BP Garage
Clock	1910			Church tower, St John the Baptist Church
Land registered under ON223473	2000			Lucerne Drive
Land registered under ON240393				Village Green/Allotments/Copson La/Bus Shelter
Land registered under ON359066	2020			Land on NE side of Church Farm, Copson Lane
Mower		272.00	272.00	Sports Pavilion
War Memorial	1920	4,797.00	4,797.00	Churchyard, St John the Baptist Church
		11,075.00	11,075.00	
Grand Total:		97,369.00	97,369.00	

STADHAMPTON PARISH COUNCIL: RISK ASSESSMENT, 2021/22

Prepared by Michael Pawley, Clerk & RFO

RISK	LIKELIHOOD	IMPACT	FINANCIAL EXPOSURE	MONITORING	RESPONSIBLE	ACTIONS REQUIRED
Property & Assets						
PAVILION	Low	Medium	Insured inc Business Interruption	Regular use and inspections	Full Council	Pavilion fully refurbished internally in 2016/2017; ongoing maintenance and repair
BUS SHELTERS (2)	Low	Medium	Insured	Visual inspections	Full Council	Occasional graffiti removal. Surrounding area at Stadhampston mown regularly, March to October by contractors; ongoing maintenance and repair
PLAY EQUIPMENT	Medium	Medium	Insured	Regular inspections including annual RoSPA inspection	Full Council	Immediate repairs to any damage. Annual RoSPA inspection. Maintain the safety surface. Aim to replace over the next 12 months
BENCHES, SIGNS	Medium	Medium	Insured	Regular visual inspections	Full Council	Periodic repair and/or replacement.
COMMUNITY NOTICEBOARDS (2)	Low	Low	Insured	Regular inspections	Full Council	Periodic repair and/or replacement.
CLOCK	Low	Low	Insured	Regularly wound	Full Council	Annual maintenance contract in place.
WAR MEMORIAL	Low	Medium	Insured	Visual inspections	Full Council	Periodic maintenance
LAND AT LUCERNE DRIVE	Low	Medium	Asset not insured; Public liability cover	Visual inspection	Full Council	Mown regularly, March to October by contractors; maintenance of trees/shrubs along boundaries with residential properties
LAND AT COPSON LANE	Low	Low	Asset not insured; Public liability cover in place	Visual inspections	Full Council	Mown regularly, March to October by contractors; annual dredging of ditch

VILLAGE GREEN	Medium	Medium	Asset not insured; Public liability cover in place	Visual inspections	Full Council	Mown regularly, March to October by contractors; measures to deter incursions by Travellers to be considered following 2021 Survey; remedial measures to D'Oyleys pond and surround in hand;
TREES ON VILLAGE GREEN	Low	Medium / High	Asset not insured; Public liability cover in place	Visual inspections and periodic external survey	Full Council	Periodic work required to identify and reduce size of 'at risk' trees; tree survey commissioned January 2019; next due 2022; maintenance of trees/shrubs along boundaries with residential properties
ALLOTMENTS	Low	Low	Asset not insured; Public liability cover in place	Register kept up to date plus visual inspections	Allotments Officer and Full Council	Occasional work, hedge cutting

RISK	LIKELIHOOD	IMPACT	FINANCIAL EXPOSURE	MONITORING	RESPONSIBLE	ACTIONS REQUIRED
Legal, Financial & Professional						
FINANCIAL CONTROL	Low	Medium	Fidelity Insurance	Annual internal and external audit	Clerk & Full Council	n/a
THEFT / MISUSE OF ASSETS	Low	Medium	Fidelity Insurance	2 authorisations for each payment required & all payments approved at meetings	Clerk & Full Council	n/a
SECURITY OF ACCOUNTS, MINUTES etc.	Low	Medium	Insured	Computerised records kept and regularly updated/backed up	Clerk & Full Council	n/a
BREACHES OF REGULATIONS/LAW	Low	Low	Use of Solicitors where required	Adherence to Code of Conduct and full debate	Clerk & Full Council	Advice from OALC, solicitors and handbook

LIBEL / SLANDER	Low	High	£250,000 insurance cover	Adherence to Code of Conduct	Full Council	n/a
EMPLOYERS LIABILITY	Low	Low	£10m insurance cover (£5m in case of terrorism)	Reviewed annually	Clerk & Full Council	n/a
PUBLIC LIABILITY	Low	Medium / High	£10m insurance cover	Reviewed annually	Clerk & Full Council	n/a
PUBLIC LIABILITY for PLAYGROUND EQUIPMENT	Medium	Medium / High	£10m insurance cover	Reviewed annually	Clerk & Full Council	n/a
MEMBERS INTERESTS	Low	Low	Low	Interests declared at all Council meetings	Full Council	n/a

Annual Internal Audit Report 2020/21

STADHAMPTON PARISH COUNCIL

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During the financial year ended 31 March 2021, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2020/21 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2019/20, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2019/20 AGAR tick "not covered")			✓
L. If the authority has an annual turnover not exceeding £25,000, it publishes information on a website/webpage up to date at the time of the internal audit in accordance with the Transparency code for smaller authorities.	✓		
M. The authority, during the previous year (2019-20) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations (evidenced by the notice published on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2019/20 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

Name of person who carried out the internal audit

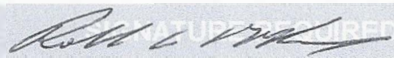
03/05/2021

DD/MM/YYYY

DD/MM/YYYY

ROBERT MCKINNEY AL AUDITOR

Signature of person who carried out the internal audit



Date

03/05/2021

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

APPENDIX 4

Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

STADHAMPTON PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

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APPENDIX 5

Section 2 – Accounting Statements 2020/21 for

STADHAMPTON PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	55,643	69,215	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	14,478	15,596	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	37,489	17,674	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	7,432	7,659	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	30,963	41,261	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	69,215	53,565	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	69,215	53,565	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	97,639	97,639	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.
		✓	N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2021 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

 SIGNED

Date

05/05/21

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

APPENDIX 6

COUNTY COUNCILLOR'S REPORT TO PARISH COUNCILS APRIL 2021 BY COUNCILLOR LORRAINE LINDSAY-GALE

His Royal Highness Duke of Edinburgh

It is with great sadness that we heard of the death of Prince Phillip on April 9th. Many of us will want to remember and recognise the service he gave to our country and to the Queen.

During the pandemic we cannot host and open physical books of condolence as it is not safe to do so. The County Council is encouraging those who would like to share a message to sign Buckingham Palace's online book at royal.uk This will close at 5pm on the day after the funeral – 18th April.

Outside of COVID-19 we would, at this time, be looking for suitable locations around the county for the laying of flowers. Unfortunately, we need to discourage this and suggest, as Buckingham Palace has already done, that people make a donation to one of the many charities or organisations that the Duke of Edinburgh supported.

A period of national mourning is being observed until after the funeral on 17th April. All campaigning for the up-coming Local Elections is suspended until Tuesday 13th, and then on the day of the funeral at Windsor Castle.

Key dates for the 2021 elections are on the horizon

People in Oxfordshire are being reminded that a number of key dates relating to the May 6, 2021 local elections are getting ever closer.

The deadlines for registering to vote and for a postal vote are now less than a fortnight away with the county council holding elections for all 63 seats and 61 divisions and one-third of Cherwell District Council seats also up for election. There is also a Police and Crime Commissioner election for the Thames Valley and elections at Oxford City Council and West Oxfordshire District Council.

What are the key dates?

- Monday, 19 April (at 11:59 pm) is the deadline for people to [register to vote](#)
- Tuesday, April 20 (no later than 5pm) is the deadline for receiving new postal vote applications for all these elections. You can apply for a postal vote here: <https://www.gov.uk/government/publications/apply-for-a-postal-vote> .
- Anyone who wants to vote by proxy must apply by 5pm on Thursday 27th April

At the end of Friday, April 9 the list of candidates for the county council and district council elections was available.

The verification for all elections will take place on Friday 7th May and the counts for County, Districts and Parishes will take place on Sunday 9th May. The venue for

South and Vale divisions will be the Abingdon White Horse Leisure and Tennis Centre.

People are also being reminded that there are vacancies across Oxfordshire in paid roles such as poll clerks and presiding officers on election day. More detail can be found here for people who are interested in applying.

<https://news.oxfordshire.gov.uk/be-at-the-heart-of-local-democracy/>

COVID-19

Testing

The number of new cases in Oxfordshire has now dropped to 33.1 per 100,000 of the population. From 9th April everyone in England can now access free, rapid lateral flow tests to use twice a week. Getting into the habit of twice-weekly testing will help us all to pave the way for businesses and society reopening.

If you don't have symptoms you can book free LFD tests at the Kings Centre in Oxford, or access tests through your workplace or school, or collect home test kits from any local testing site across the county or order them online for home delivery. A new pharmacy collect service has also just been launched.

The Government confirmed that restrictions will ease on 12th April in line with the next phase of its Road Map out of lockdown. Shops can reopen, alongside outdoor attractions, libraries and personal care premises.

Vaccination programme

The NHS in Oxfordshire has now vaccinated more than 320,000 people, over 40,000 have had their second dose. Full details can be found in the attached Oxfordshire Update.

Libraries

31 of our libraries will open on 12th, taking every precaution to keep staff and visitors safe. This will include Abingdon, Berinsfield, Thame, Wallingford, Watlington and Wheatley. A further 9 will open on 19th April including Benson. The remaining four libraries cannot open just yet due to alterations and building works.

No library customers will be penalised as a result of having to self-isolate or being unable to travel to return library loans. Click and collect will continue to operate at the larger libraries.

Mental wellbeing hub for young people launched in Oxfordshire

Young people suffering psychological challenges, made worse by COVID-19 lockdown restrictions, will have access to an information hub giving contact details of local professional support services and resources, thanks to a new scheme from Oxfordshire County Council.

Teenagers face daunting choices, such as deciding between continuing in education or entering the workplace. Disruption caused by the pandemic has increased fears that some might fall between the cracks when it comes to assistance and support. Three major challenges faced by our young people have been identified; isolation, next steps and anxiety. Many are struggling with loneliness, maintaining friendships and social circles, while often wrestling with themselves.

The county council believes that in many cases, parents and carers are also lacking the support they need to help young people manage stress and anxiety. Resources to help with this will be promoted to them in the coming weeks. The hub aims to help young people navigate a myriad of local and national services by conveniently signposting them to practical advice, resources and help tools. Social media and websites will be central to the initiative, designed to offer a one stop shop where advice is just a couple of clicks away. Further information is available from the county council's young people website: www.oxme.info/wellbeing

Councillor's Priority Fund

During the last year I have supported the following organisations through my Priority Fund:

Baldons & Nuneham Community Action Group - COVID	£1,000
Sandford Talking Shop – COVID	£1,000
Orchestra of St John's – music for autism on line	£2,000
Oxfordshire Victoria County History	£1,500
Baldons Parish Council, renovation of school parking	£2,000
Baldons Cricket Club	£700
Berin Centre, Childrens' Centre – COVID measures	£1,955
Life Education programme	£275
Warborough Parish Council, monument repair	£1,000
Dorchester Primary School, playground repairs	£1,000
Abbey Woods Primary School, eight laptops	£2,000

I have represented this Division for the past 12 years. I am standing for re-election, and if I'm successful, I look forward to working with you in the future.

Cllr Lorraine Lindsay-Gale.
Cabinet Member for Education & Cultural Services.
Oxfordshire County Council.
Berinsfield & Garsington Division.

APPENDIX 7

SODC MONTHLY REPORT – April 2021

Cllr Caroline Newton

Planning

Joint Local Plan

At Full Council on 25 March, the SODC administration proposed that the next Local Plan (LP 2041) – the spatial strategy for the district – should be created as a Local Plan with the Vale of the White Horse District Council. The motion carried with a very small majority.

Work will now start on creating the LP2041 (and if it seems we've only just finished the last one you'd be right...). Over the coming months, officers will be in discussion with potential developers in the search for sites. The number of houses we will need to allocate will be driven by the work of Oxfordshire 2050 which is due to report this June/July. Oxfordshire 2050 is, in turn, framed by the Oxford-Cambridge Arc, the Government's regional strategy for economic development.

LP2041 is due to be adopted in 2024. It will overlap with – and largely replace – LP2035. But it will almost certainly not reduce the scale of homes and employment sites etc in that current Local Plan, nor remove any specific sites. On the contrary, as it covers a longer period it is very likely to require SODC to identify more space for development. It will also give an opportunity for the two councils to introduce policies to define how that development must take place.

Housing Land Supply

Local Planning Authorities (such as SODCs) are normally expected to be able to demonstrate a 5 Year Housing Land Supply (ie that they have an up-to-date strategy for ensuring sufficient houses will be completed within a rolling 5 year period). As part of the Growth Deal agreement with Government (£215 million funding for infrastructure in Oxfordshire), for 3 years from March 2018, local authorities in Oxfordshire were required only to show a 3 YHLS. That 3 year period has now concluded, and all local authorities are now back to a 5YHLS.

Some local media coverage has misleadingly indicated that this was unexpected. In fact, it has been anticipated since 2018 and the council has planned its housing land supply accordingly.

Bioabundance

Following SODC's adoption of LP2035 in December, an environmental pressure group, Bioabundance, applied for a judicial review of the decision. On 30 March, that application was refused and costs awarded against Bioabundance. On 1 April, Bioabundance appealed the decision, and SODC await notification from the court of the hearing date.

Virtual Meetings

The regulations allowing local council meetings to take place virtually expire in early May. Ministers' position is that an extension of these powers would require stand-alone primary legislation, and that there is no time in the legislative calendar. But a legal challenge to this position argues that virtual meetings can continue without additional legislation. The Ministry of Housing, Communities and Local Government is now conducting a consultation to consider whether – if necessary – to introduce legislation. It can be found here: <https://consult.communities.gov.uk/local-government-stewardship/local-authority-remote-meetings-call-for-evidence>

APPENDIX 8

DECISIONS SINCE THE LAST MEETING

Reference

Location/Description

Date Registered

Decision

P21/S1068/HH

21 Bear Lane Stadhampton OX44 7UR
Proposed single storey rear extension and porch.
4 March 2021

Planning Permission

P21/S1037/HH

4 Chapmans Close Chiselhampton OX44 7XE
First floor extension over existing ground floor extension
3 March 2021

Planning Permission

P21/S1023/HH

3 Chapmans Close Chiselhampton OX44 7XE
First floor extension over existing rear ground floor extension & insertion of new dormer to rear elevation
2 March 2021

Planning Permission

P20/S3304/HH

Ascott Park Cottage Ascott OX44 7UJ
New outdoor swimming pool and new associated detached pool house building.(As clarified by Tree report and plans received 30 November 2020 and WSI and watching brief for archaeology received 16 February 2021, Tree Protection Plan received 22 February 2021 and additional drainage information and energy statement received on 11 March 2021).
7 September 2020

Planning Permission

P20/S3772/LB

Ascott Park Cottage Ascott OX44 7UJ
Conversion of existing out-building to ancillary accommodation (as amplified by Section drawing 1.50) as amplified by structural report, insulation details and photos received 27 March 2021.
8 October 2020

Listed Building Consent

P20/S3771/HH

Ascott Park Cottage Ascott OX44 7UJ
Conversion of existing out-building to ancillary accommodation (as amplified by Section drawing 1.50) as amplified by structural report, insulation details and photos received 27 March 2021.
8 October 2020

Planning Permission

P21/S0606/HH

Belchers Farm Ascott OX44 7UH
A small single storey extension to the existing house to create an Orangery.
5 February 2021

Planning Permission

P21/S0433/HH

Summer Place School Lane Stadhampton OX44 7TR
Single storey rear extension similar to as passed (28th September 1987), replace rear facing wall and side wall on new footprint (move outward).
27 January 2021

Planning Permission

P21/S0415/HH

Camoy's Cottage Clifton Hampden Road Chiselhampton OX44 7UZ
Insertion of four rooflights is existing roof slope. Removal of garage door and infill opening with brickwork and a window to match existing.
26 January 2021 Planning Permission

P21/S0789/AG

Newells Farm Newells Lane Stadhampton OX44 7XJ
Formation of farm track.
17 February 2021 Agricultural Development - Application Required

CURRENT APPLICATIONS

Reference

Location/Description

Date Registered

P21/S1297/FUL

Belchers Farm Ascott OX44 7UH
The change of use, conversion and extension of existing agricultural building to a store for classic cars. The change of use, conversion and extension of an existing building (former cattle shed) into a classic car showroom and offices at first floor.
12 April 2021

P21/S1695/HH

The Gables Cat Lane Stadhampton OX44 7UN
Erection of new front porch and addition of new dormer window to rear roof
9 April 2021

P21/S1683/DIS

Newington Nurseries Newington OX10 7AW
Discharge of conditions 6 & 7 in application P16/S3988/O. Outline permission for the demolition of existing structures and erection of up to 21 dwellings and associated infrastructure including means of access, with all other matters reserved.
8 April 2021

P21/S1671/DIS

Newington Nurseries Section Of A329 Between Newington And Stadhampton Newington OX10 7AW
Discharge of condition 2 (Estate accesses, driveways & turning areas) on planning application P19/S1554/RM. (Approval of matters of appearance, landscaping, layout and scale, following outline planning permission P16/S3988/O for the demolition of existing structures and erection of up to 21 dwellings and associated infrastructure including means of access, with all other matters reserved)
7 April 2021

P21/S1468/DIS

Newington Nurseries Newington OX10 7AW
Discharge of condition 6 (Tree Protection) in application P19/S1554/RM. Approval of matters of appearance, landscaping, layout and scale, following outline planning permission P16/S3988/O for the demolition of existing structures and erection of up to 21 dwellings and associated infrastructure including means of access, with all other matters reserved.
25 March 2021

P21/S1467/DIS

Newington Nurseries Section Of A329 Between Newington And Stadhampton Newington OX10 7AW
Discharge of condition 8 on planning application P16/S3988/O. (Demolition of existing structures and erection of up to 21 dwellings and associated infrastructure including means of access.)
25 March 2021

P21/S1829/LB

Manor Barn The Green Stadhampton OX44 7UL
Variation of condition 2 (Approved plans) on listed building consent P15/S0143/LB Proposed two storey rear extension and refurbishment of the existing barn.

23 March 2021

P21/S1401/HH

Manor Barn The Green Stadhampton OX44 7UL

Variation of condition 2 (Approved plans) on P15/S0142/HH (P15/S3021/HH as amended)
Proposed two storey rear extension and refurbishment of the existing barn.

23 March 2021

P21/S1296/FUL

Newington Nurseries Newington OX10 7AW

Variation of condition 2 (Engineering Details) of application P19/S1554/RM Approval of matters of appearance, landscaping, layout and scale, following outline planning permission P16/S3988/O for the demolition of existing structures and erection of up to 21 dwellings and associated infrastructure including means of access, with all other matters reserved (as amended by information received 27 April, 18 May, 07 July & 07 September 2020).

17 March 2021

P21/S0584/FUL

Newington Nurseries Newington OX10 7AW

Erection of 21 dwellings, including affordable housing, together with access, parking, landscaping, amenity space and related infrastructure and drainage works (amendment to planning permission P16/S3988/O and P19/S1554/RM)

4 February 2021

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

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

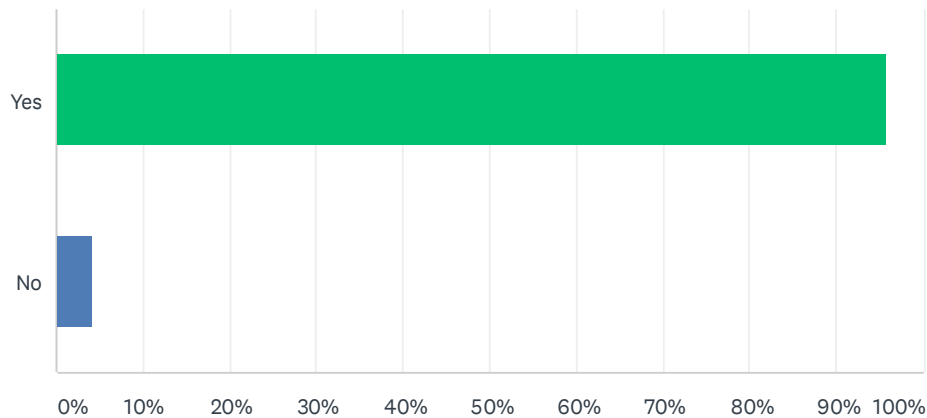
Discharge of conditions 7 & 9 on application P16/S2987/FUL Use of land for the stationing of caravans for residential purposes, together with formation of hard-standing, erection of utility building and stables, and keeping of horses.

16 April 2018

APPENDIX 9

Q1 Do you support the Parish Council's approach to use bailiffs to evict individuals as soon as possible when an unauthorised encampment to minimise any damage that might be caused to the village green and flytipping?

Answered: 70 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	95.71%	67
No	4.29%	3
TOTAL		70

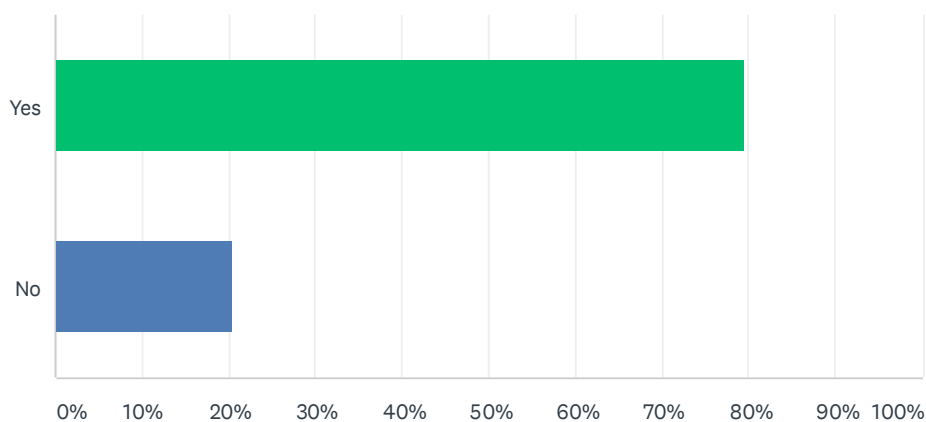
Including manual submissions

YES 77

NO 3

Q2 Would you be happy for the Parish Council to increase the Precept if needed to cover the cost of using bailiffs?

Answered: 68 Skipped: 2



ANSWER CHOICES		RESPONSES	
Yes		79.41%	54
No		20.59%	14
TOTAL			68

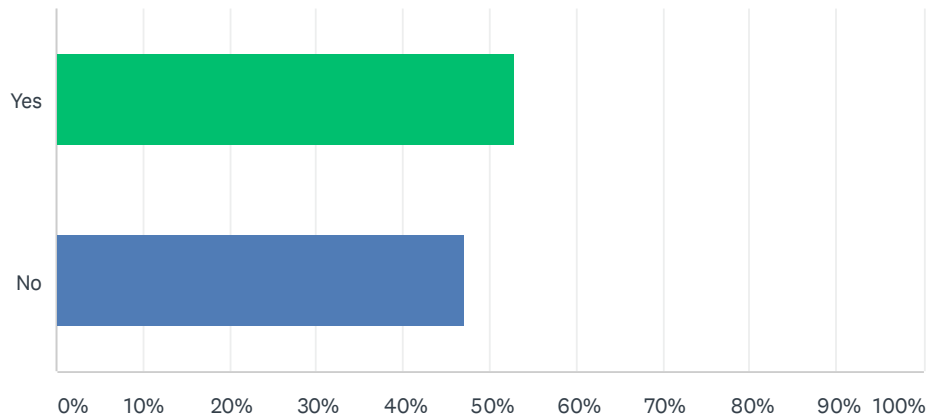
Including manual submissions

YES 64

NO 14

Q3 Do you think the Parish Council should consider instead enclosing parts of the green using ditches and/or bunds to try to prevent unauthorised encampments?

Answered: 70 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	52.86%	37
No	47.14%	33
TOTAL		70

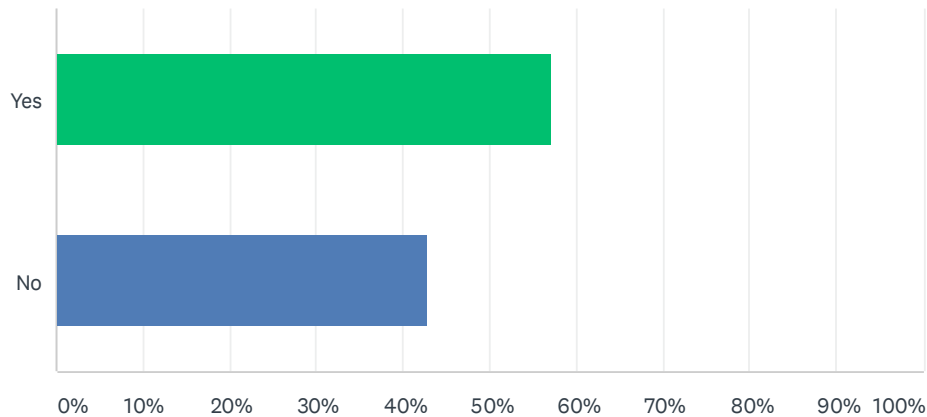
Including manual submissions

YES 41

NO 39

Q4 Do you think the Parish Council should consider enclosing parts of the green using rocks or posts to try to prevent unauthorised encampments?

Answered: 70 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	57.14%	40
No	42.86%	30
TOTAL		70

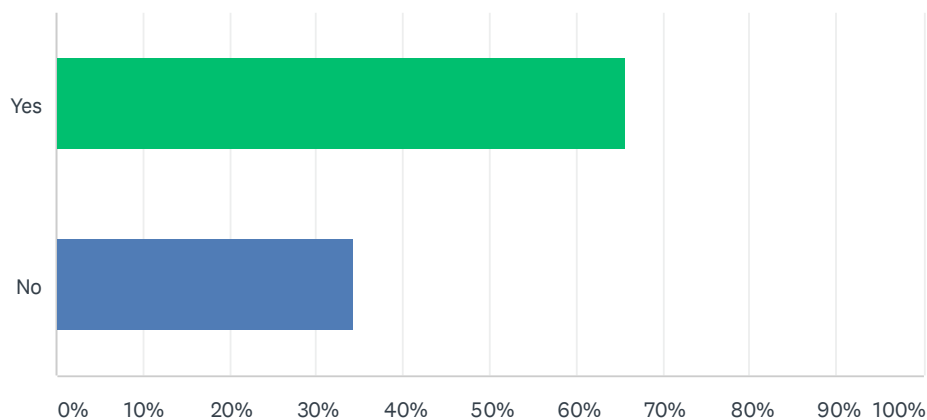
Including manual submissions

YES 45

NO 35

Q5 Do you think the Parish Council should consider enclosing parts of the green using planting to try to prevent unauthorised encampments?

Answered: 70 Skipped: 0



ANSWER CHOICES		RESPONSES	
Yes		65.71%	46
No		34.29%	24
TOTAL			70

Including manual submissions

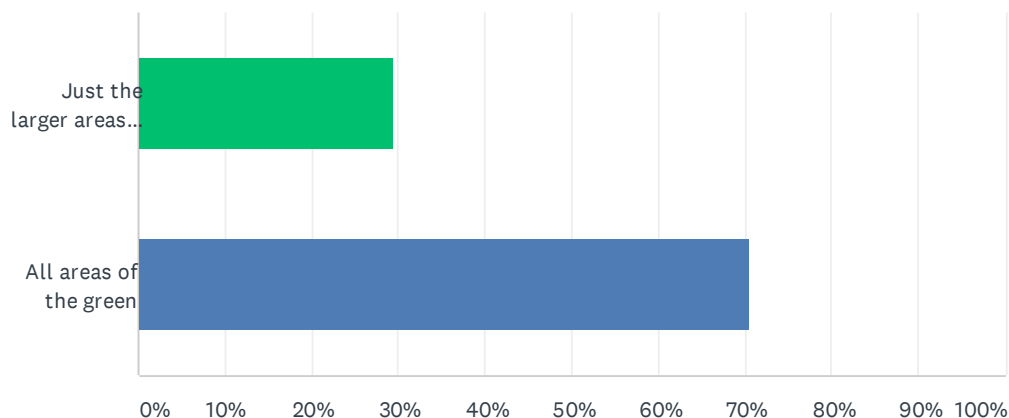
YES 51

NO 29

MOST POPULAR OPTION
FOR INTERVENTION

Q6 If you answered yes to any of the Questions 3, 4 or 5 do you think the Parish Council should consider enclosing just the larger areas of the green or all areas of the green?

Answered: 51 Skipped: 19



ANSWER CHOICES	RESPONSES	
Just the larger areas of the green	29.41%	15
All areas of the green	70.59%	36
TOTAL		51

#	OTHER (PLEASE SPECIFY)	DATE
1	Although there will not be anywhere for people to park when they come to the playground or to walk.	4/30/2021 8:37 PM
2	I'm concerned that the person with the old fashioned gypsy caravan could be allowed as they are very tidy and cause no issues and only stay a day or two	4/29/2021 8:05 AM
3	Neither - You MUST prosecute these criminals.	4/28/2021 3:41 PM
4	None	4/19/2021 8:47 AM
5	consideration could be given to which the best areas to enclose	4/12/2021 4:55 PM
6	I do not think any area of the green should be enclosed.	4/11/2021 8:30 AM
7	It is not permitted to enclose parts of Village Greens	4/8/2021 2:23 PM
8	Bailiffs are working. Keen to keep the green as it is for the way it is used now.	4/7/2021 2:57 PM
9	but my answer does depend on what areas are excluded, how big the interventions were, and whether it really is a better alternative to the current approach	4/7/2021 12:41 PM
10	Trees should be planted furthermore in consideration of the environment/carbon capture. Planting can be in a scattered format not prohibiting walking etc but with due consideration to prohibiting the space for traeller vehicles to drive into the green and any manouvering. Very simple!!!	4/7/2021 11:23 AM
11	I stated no	4/6/2021 4:25 PM

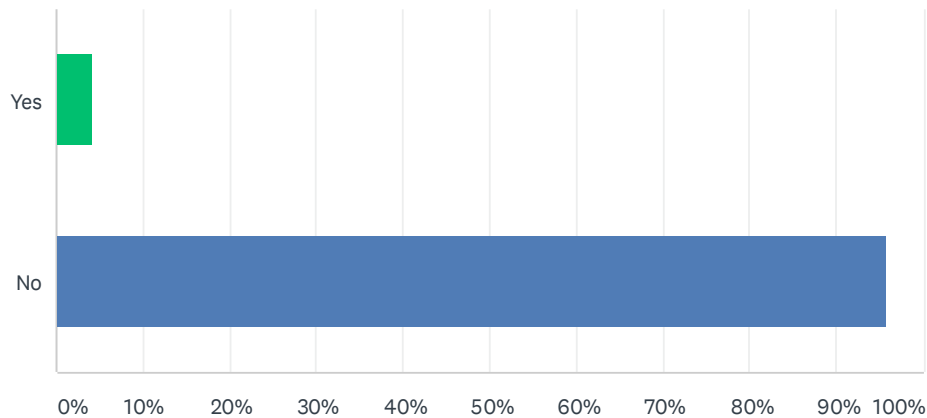
Including manual submissions

Just the larger areas 17

All areas 41

Q7 Do you think the Parish Council should consider allowing unauthorised encampments to remain on the green for a specified period agreed with the individuals involved rather than trying to prevent/minimise them?

Answered: 70 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	4.29%	3
No	95.71%	67
TOTAL		70

Including manual submissions

Yes 5

No 75

Stadhampton Parish Council

Prepared by: _____

M J Pawley - Clerk/RFO

Date: _____

5/5/21

Name and Role (Clerk/RFO etc)

A	Bank Reconciliation at 05/05/2021		
	Cash in Hand 01/04/2021		53,564.61
	ADD Receipts 01/04/2021 - 05/05/2021		11,877.43
	SUBTRACT Payments 01/04/2021 - 05/05/2021		4,981.96
	Cash in Hand 05/05/2021 (per Cash Book)		60,460.08
B	Cash in hand per Bank Statements		
	Petty Cash 05/05/2021	0.00	
	CCLA Public Sector Deposit Fund 05/05/2021	50,834.87	
	Lloyds Bank Deposit A/c 05/05/2021	8,046.26	
	Lloyds Bank Current A/c 05/05/2021	1,578.95	
			60,460.08
	Less unrepresented payments		0.00
			60,460.08
	Plus unrepresented receipts		0.00
	Adjusted Bank Balance		60,460.08
	A = B Checks out OK		

APPENDIX 11

5 May 2021 (2021-2022)

Stadhampton Parish Council

RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
1	Precept	08/04/2021		Lloyds Bank Current A	BGC	Precept 50%	South Oxfordshire District Co	E	10,635.00	0.00	10,635.00
2	Interest/dividends	09/04/2021		Lloyds Bank Current A	INT	Interest on A/c 07379797	Lloyds Bank	E	0.03	0.00	0.03
3	CIL	30/04/2021		Lloyds Bank Current A	FP	CIL monies	South Oxfordshire District Co	E	1,202.40	0.00	1,202.40
4	Allotment rents	05/05/2021		Lloyds Bank Current A	BGC	Allotment rents	E Humm	E	40.00	0.00	40.00
Total									11,877.43	0.00	11,877.43

Stadhampton Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
2	Office costs	08/04/2021		Lloyds Bank Current A	DD	E-mail and cloud storage	Google Ireland	Z	36.80	0.00	36.80
3	Defibrillator	13/04/2021		Lloyds Bank Current A	FP	Purchase of defibrillator & cabi	London Hearts	S	1,341.00	268.20	1,609.20
4	Subscriptions & membership:	13/04/2021		Lloyds Bank Current A	FP	Annual subscription	Oxfordshire Association of Lc	S	143.76	28.75	172.51
1	Village Voice	13/04/2021		Lloyds Bank Current A	FP	Contribution to Village Voice 21	Stadhampton PCC	Z	500.00	0.00	500.00
6	Water	19/04/2021		Lloyds Bank Current A	DD	Water supply	Castle Water	Z	183.85	0.00	183.85
5	Electricity	20/04/2021		Lloyds Bank Current A	DD	Electricity	Ecotricity Ltd	L	9.63	0.48	10.11
7	General maintenance	30/04/2021		Lloyds Bank Current A	FP	Dog bin emptying	South Oxfordshire District Co	S	224.25	44.85	269.10
8	Office costs	30/04/2021		Lloyds Bank Current A	FP (Reimburse M J Pa	Zoom subscription	Zoom Video Communications	S	11.99	2.40	14.39
9	Office costs	30/04/2021		Lloyds Bank Current A	FP	Training - Clerk/RFO	Oxfordshire Association of Lo	S	50.00	10.00	60.00
10	Defibrillator	30/04/2021		Lloyds Bank Current A	FP	Purchase of defibrillator & cabi	L&R Electrical Installations Lt	S	105.00	21.00	126.00
11	Grants	30/04/2021	33/21	Lloyds Bank Current A	FP	Grant 2021/22	Stadhampton Primary School	X	1,200.00	0.00	1,200.00
12	Grants	30/04/2021	33/21	Lloyds Bank Current A		Grant 2021/22	Chalgrove & Watlington Fami	X	800.00	0.00	800.00
13	Office costs	07/05/2021		Lloyds Bank Current A	DD	E-mail and cloud storage	Google Ireland	Z	36.80	0.00	36.80
14	General maintenance	11/05/2021		Lloyds Bank Current A	FP	Monthly maintenance incl labou	Jays Property Maintenance	Z	255.00	0.00	255.00
Total									4,898.08	375.68	5,273.76

Items 1 to 12 were approved by e-mail between meetings