

# STANTON ST JOHN PARISH COUNCIL

Minutes of the Parish Council meeting of Stanton St John Parish Council on Monday 20 November at 7.30pm in the Village Hall.

Present: Andrew Clark (Chair) (AC), Michiel Stofferis (Vice-Chair) (MS), Greta Shepherd (GS), Dina Cooper (DC), Christopher Khiara (CK) Anita James (Clerk) (AJ), and 4 members of the public.

## **PUBLIC FORUM**

**Resident 1-** advised the Otmoor Flyer bus service would cease as of the 25 November as the new 108 public bus service commences on the 27 November.

The resident thanked the Parish Council for its support and any surplus monies would be returned.

**Resident 2** commented that the return of the public bus service was an excellent starting point to attempt to combat the traffic issues surrounding the village and especially travelling into Oxford.

Questions were raised about the two new planning applications on the agenda P23/S3217/HH-Hillview and P23/S2979/FUL Cedar house. The Chair advised that these would be dealt with by the Parish Council further down the agenda.

**Resident 3** At length, a number of points were raised regarding the Parish Council's activities and their reviewing of them, which include reviews of projects undertaken, services provided, and planning responses, in particular the voting in respect of outcomes."

**The public forum opened at 7.35 and closed at 8.05pm**

**91. APOLOGIES FOR ABSENCE:** none received.

**92. DECLARATIONS OF INTEREST:** AC advised that he is the applicant of planning application P23/S3886/HH.

**93. TO RECEIVE MINUTES** from Parish Council meeting on 25 September and 16 October 2023- and the extraordinary meeting on the 5 October 2023 as previously circulated. Parish Council accepted and AC signed.

**94. TO RECEIVE AN UPDATE ON OUSTANDING ACTIONS:** from Parish Council meeting on 16 October 2023

The Clerk had approached a company re cutting the verges, but they were not recommended by Councillors so she will approach a different company and obtain a quote to clear the tree debris from Hill Craft Road.

The Clerk has obtained the quotes for the reciting of a dog bin to a new location and the installation of a new larger one. **Action:** Clerk to circulate to Councillors for discussion at the next meeting

#### **95. TO RECEIVE AN UPDATE FROM THE CLERK**

- i. Requested email address change. **Action:** Clerk to circulate to Councillors
- ii. Sent out Code of Conduct training to Councillors to be completed by the next meeting. **Action:** Clerk to ask Councillors to sign to say they have read the training material.
- iii. Xmas tree recycling W/C 9 January 2024. **Action:** AC to organise cones in the Village Hall car park
- iv. Unity Bank- DC will be a signatory. **Action:** Clerk to contact Unity.

#### **96. TO RECEIVE A REPORT FROM SODC DISTRICT COUNCILLOR/ 97 TO RECEIVE A REPORT FROM COUNTY COUNCILLOR**

Tim Bearder advised that £1.2 million had been spent by County to improve rural public transport. The new 108 bus will operate through Stanton St John as of 27 November. The bus will stop at the Village Shop for ease of access for older residents.

#### **98. CO-OPTION OF COUNCILLOR TO PARISH COUNCIL**

David Elliott received 4 votes in favour of co-option, whilst Gina Moore received 1. David Elliott is thus elected as a co-opted Councillor.

#### **99. PLANNING**

##### **99.1 NEW PLANNING APPLICATIONS:**

**P23/S2979/FUL Cedar House, Woodperry Road, Beckley OX3 9SZ.** Conversion and extension of existing barn to create a new-one-bedroom dwelling (Amended location plan submitted 2 November 2023) Previously submitted to Parish Council. Target Decision Date 20 November 2023. **Parish Council supports.**

**P23/S3217/HH Hillview Mill Street, Stanton St John OX33 1HQ** A canopy car part providing shelter for a vehicle. Previously submitted the Parish Council. Requested to reply by the 23 November 2023. **Parish Council supports.**

**P23/S3886/HH Garage Adjacent Hilltop Cottage off Mill Street Stanton St John OX33 1HQ** Reconfiguration of garage roof, adjacent hilltop. Including replacement of doors and a window. This application was not originally on the agenda but discussed because the end of the consultation period (14 December) is before the next Council Meeting. AC left the room whilst it was discussed. **Parish Council supports.**

##### **99.2 PLANNING DECISIONS:**

**P23/S2901/FUL Rectory Farm Pound Lane, Stanton St John OX33 1HF.** Continued operation of farm shop and cafe (consolidation of planning permissions P11/W0125/RET and P14/S0846/FUL, and variation of conditions therein to allow extended opening of premises).

**Planning permission granted, with the farm shop open from 1 March to 31 December only.**

### 99.3 PLANNING DECISIONS PENDING:

**P22/S4618/O Amendment 2 Land North of Bayswater Brook**; application for main dwellings  
Response required by the 30 October 2023. *Parish council responded objecting.*

**P22/S4618/O Amendment 1 Land North of Bayswater Brook**; application for main dwellings.  
*Stanton St John PC responded 6 September 2023 with the same strong objection.*

**P22/S4596/FUL Amendment 1 Land North of Bayswater Brook**; detailed access arrangements  
including bridges. Response was required by the 6 September 2023; PC had objected originally  
but did not add another response.

**P22/S4550/LB**, Wick Farm Buildings; listed building. Linked to P22/S4618/0 Land North of  
Bayswater Brook.

**99.4 PLANNING APPEALS IN PROGRESS:** none.

**99.5 PLANNING APPLICATIONS WITHDRAWN:** none.

**100. DONATION REQUESTS:** from Howe Trust for the Christmas hampers and from Oxfordshire  
South & Vale Citizens Advice. The Parish Council approved a donation of £45 to the Howe Trust  
and £600 to Oxfordshire South & Vale Citizens Advice. **Action:** Clerk to list as payments for  
approval at the next meeting on the 18 December.

### 101. FINANCES

#### 101.1 PAYMENTS TO BE AUTHORISED

Administration for the Parish Council (1 -30 November 2023) (including back pay and 18 Oct meeting)	£990.97
HMRC (NI & PAYE tax for Nov & backpay)	£264.6
Dog bin emptying (Oct 23)	£51.55
Pod point (EV charging)	£6,896.35
OALC (Clerk Minutes & Agenda's)	£72.00
OALC (CiLCA Mentoring)	£330.00

A payment of £344.99 was made as a reimbursement to the resident who purchased the Xmas  
tree lights, previously agreed by the Parish Council.  
The Parish Council approved all payments.

#### 101.2 BALANCES AT BANK

Current Account (31/10/23)	£33,685.03
Deposit Account (01/07/2023)	£9,471.60

### 102. BANK RECONCILIATION:

The Parish Council were shown the bank reconciliation to the 30 September 2023.

### 103. BUDGET 2024/25

The Clerk went through the budget to date and the 2024/2025 budget and advised Councillors  
that a more simplified format would be sent out in advance of the next meeting.

**Action:** Clerk to send out a simplified version of the budget to Councillors.

**Action:** Councillors need to look at it and respond with any comments/suggestions.

**104. CLERKS SALARY** discussed previously. The nationally agreed increase of £1.00 will be applied from 01/04/2023.

**105. TO RECEIVE AN UPDATE ON THE NEIGHBOURHOOD PLAN**

The notes from the public meeting on the 18 October were accepted as an accurate account of the meeting and approved by the Parish Council.

CK, AC and GS to form the Neighbourhood Plan steering group.

**106. TO RECEIVE AN UPDATE ON ELECTRICAL CAR CHARGING**

MS advised that the EV chargers are up and working. The Parish Council thanked MS for his hard work and dedication to the project.

MS gave a presentation on the charging structure and how tariffs are set, with a comparison to other suppliers. The Village Hall Committee will set the tariff at 47p per unit, which is middle of the range, to encourage use.

The Clerk advised that she is checking with a VAT expert at OALC to see if the VAT on the installation charges in the Parish Councils name could be claimed back.

**Action:** Clerk to report back on VAT charges at next meeting.

**107. UPDATE ON DEFIBRILLATOR'S (BT and Talkhouse)**

Greta Shepherd had just received the information/communications from Clare.

**108. TO RECEIVE AN UPDATE FROM THE TRAFFIC WORKING PARTY**

AC advised that there will be a public meeting, date to be advised.

**109. NEW PUBLIC BUS SERVICE**

Discussed previously under agenda item 96.

**110. TO RECEIVE AN UPDATE ON FOOTPATH LIGHTING**

AC advised carried forward.

**111. CORRESPONDENCE (previously circulated) AND ANY URGENT ITEMS**

- I. Online presentation by SODC.
- II. Oxfordshire South & Vale Citizens Advice donation request
- III. Howe Trust Xmas hampers donation request
- IV. County Councillor Tim Bearder re Christ Church taking SODC to the planning inspector.
- V. County Councillor Tim Bearder re new bus service
- VI. Oxford City Council- Local Plan 2024
- VII. SODC- Food and Warmth grants
- VIII. SODC South News
- IX. OALC update

The meeting closed at 10.05pm

Date of next meeting Monday 18 December 2023.