

**Minutes of the meeting of the Steeple Parish Council held on
16 February 2015**

Present: Mr Coley (JC) (chair), Mr Preston (RP) (Vice Chair), Mr Ferguson (SF), Mr Lipson (ML), Mrs McCready (RM), Mrs Mulcahy-Hawes (B)

Members of the public: Cllr Kerford Byrnes, Mrs Whybrew (acting for the Clerk)

Apologies: Mrs Wright

Declarations of Interest: Mr Lipson and Mr Preston declared an interest in the Village Hall and Mrs McCreadie declared an interest in the allotments.

01.02.15 **Minutes of the last meeting** held on 19 January 2015 were read and it was resolved to accept these as a true record of the meeting and they were signed by the Chair.

02.02.15 **Public Participation:** Cllr Kerford Byrnes said the results of the Local Plan were due in mid-March and they were expected to be close to the proposals put forward by Cherwell. Some Council Tax relief had been wrongly allocated and was being adjusted.

03.02.15 **Clerk's Report:** The rubbish left beside the Village Hall recycling bins had been removed

04.02.15 **Actions from previous meeting**

06.01.15	Clerk to submit FoI document to website – Done	Clerk
07.01.15	Clerk to request that Highways repaint the zigzag lines outside school - Done	Clerk
	Clerk to again report road surface outside old white Lion – Done – see below	Clerk
	Clerk to again report debris on Water Lane – Done – see below	Clerk
08.01.15	JC to submit paper to CDC re Boundary changes. Done	JC
10.01.15	ML to send minutes of meeting to Mr. Gibbard, CDC. Done	ML
12..01.15	RP to paint walls outside CR door. Will be done when weather permits	RP
	RP to instruct Abbotts Roofing to carry out work to the VH roof. Done and will include tiles on S&R roof	RP
14.01.15	Clerk to instruct Nicholsons to proceed with tree survey- Survey has been received – to be discussed	Clerk

05.02.15 **Grievance Procedure** – Councillors from another parish would be needed if grievance procedures were ever to be instituted. Mr Coley would arrange to swap Councillors with another parish for this purpose. **ACTION: JC**

06.02.15 **Highways/Footpaths** – The potholes in the road outside the White Lion caused a 90 year old to trip and fall. This accident proves the pothole is a health and safety issue which needs to be stressed with Highways. **ACTION:**

CLERK

The annual litter pick will be on 12 April at 10.00am starting at the telephone exchange and at the stone bus shelter. Equipment to be requested from CDC and delivered to Mr Preston.

ACTION: CLERK

The Dales asked for PC approval for bollards to protect the centre portion of the retaining wall at Cedar Court. They will be told approval from Highways is needed for additional bollards.

ACTION: CLERK

Transport Plan4 has nothing specific for this village as it has no details of 'mitigating policy' following the development of Upper Heyford.

Damage is being done to the verges in Fir Lane because some lorries and busses cannot otherwise avoid parked cars. The school will be asked to help prevent this parking.

ACTION: CLERK

The Dr Radcliffe Trust will be asked to cut back the hedge along Robinsons Close. The brambles between Middle Aston and Coneygar Fields could be cut at the same time. **ACTION: CLERK**

The road surface at the bottom of Paines Hill is deteriorating again and Highways need to be informed.

ACTION CLERK

Speeding was to be approached in two ways. Cllr Fatemian needs to be reminded about getting wires to check speeds and a Speed Aware Campaign needs to be started.

ACTION CLERK

RP and ML to talk to Mr Mclusky about the access by The Old Forge where the grass seed is not holding the verge together.

ACTION: RP & ML

07.02.15 **Risk Assessment:** The risk assessment was approved and adopted. It was agreed an inventory and guidelines on what counts as 'property' was needed. JC would check the papers he inherited from Mrs Mason.

ACTION: JC

08.02.15 **Website:** The minutes of the website meeting were received.

09.02.15 **Neighbourhood Watch:** Mr Needle has resigned as the village NAG representative and the organiser of Neighbourhood Watch. It was agreed that the village did not need a NAG representative as it had good relations with the police anyway. However a new organiser for Neighbourhood Watch was required and ML would draft something for SAL. **ACTION: ML**

10.02.15 **Meetings:** Thames Water will need to close some roads , but this is unlikely to happen till next year.

11.02.15 **Play Area/Teenage Facilities:** No problems reported

12.02.15 **Village Hall:** The re-roofing of the committee room has been commissioned from Abbot roofing for £2,952.

13.02.15 **Toilet/Cleaner:** The vandalism to the cistern was noted and it was agreed the toilet should be shut at 5.00pm till the clocks change.

ACTION: CLERK

To prevent the lid of the cistern being removed BM-H said her husband would screw in a block above it which could be removed for maintenance as needed. RP would report the incident to the police.

ACTION: BM-H & RP

14.02.15 **Allotments:** The report by Nicholsons on the tree next to the collapsed wall of the allotments concluded that 'It is my opinion that the damage has been caused by the tree.' It was agreed the PC would pay for the tree to be removed and the stump poisoned rather than ground out as it was feared this might bring down more of the wall. Estimates for the work should be sought from Nicholsons, John Whitworth and Kevin Preston. (RP declared an interest as Kevin is his son). CDC will be notified about the removal of the tree. JC would tell Mr Billings about the tree's removal. It is not known who is responsible for the wall except that it is not the PC as it was not specified in the lease when other walls were identified. **ACTION: CLERK & JC**

RM said she would check on what was growing on the allotments by the back of Wincote. She explained she did have to get planning approval for a proposed 5mx5m shed. **ACTION: RM**

15.02.15 **Correspondence:** The PC was invited to comment on the appeal against refusal by the NHS for a pharmacy in Deddington.

ACTION: ML

16.02.15 **Planning:** ML would represent the PC at the planning meeting on the proposed development opposite Greenacre. The discussion of the proposals had been put off to enable the planners to make a site visit just before the meeting. ML said he would get 5 minutes to make the PC's case which would be based on 4 breaches of the CDC planning policy. **ACTION: ML**

The PC would not comment further on the Caulcott planning appeal.

The following planning approvals had been received:

14/01880/LB Staithe Cottage, South Side- APPROVED

14/02057/F North Ridge Paines Hill - APPROVED

14/01748/F Brasenose Cottage, Fenway – APPROVED

17.02.15 **Finance:** JC approved and RP seconded and it was **RESOLVED** to accept the following accounts for payment:

Cheque No	Payee	Detail	Amount
200824	Julia Joyce	Toilet cleaning	£520.00
200826	Cathy Fleet	Clerk's expenses	£44.91
200827	Stirland Elec Services	Village Hall	£48.00
200828	Ryan Kilby	Playground maintenance	£156.98
200829	SLCC	Membership	£51.50
200830	Chris Hawes	hinges	£10.51

Date of next meeting: 16th March 2015

The meeting closed at 9.10pm

Other matters: The AGM of the PC would be held on the 18 May immediately before the usual May monthly PC meeting. The PC would like to see visitors at the Annual Meeting and discussed alternative ways of encouraging people to come.

Signed.....Mr J Coley (Chair) Date.....

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by
05.02.15	Arrange a theoretical Councillor swap just in case of grievance	JC
06.02.15	Stress to Highways road by White Lion is a health and safety issue	Clerk
06.02.15	Apply for litter pick equipment and get it delivered to RP	Clerk
06.02.15	Explain to Dales bollards have to be approved by Highways	Clerk
06.02.15	Ask school to help reduce car parking on Fir Lane	Clerk
06.02.15	Ask Dr Radcliffe Trust to cut back hedge by Robinsons Close	Clerk
06.02.15	Ask hedge cutters to cut back brambles above Coneygar fields	Clerk
06.02.15	Report to Highways deteriorating state of road at bottom of Paines Hill	Clerk
06.02.15	Remind Cllr Fatemian about speed check wires across road	Clerk
06.02.15	Get details to start Speed Aware Campaign in village	Clerk
06.02.15	Speak to Mr Mclusky about verge by Old Forge	RP & ML
07.02.15	Look for inventory of property	JC
09.02.15	Advertise for new co-ordinator for Neighbourhood Watch	ML
13.02.15	Close toilet at 5.00pm till clocks change	Clerk
13.02.15	Prevent cistern lid being easily removed	BM-H
13.05.15	Report vandalism of toilet to police	RP
14.02.15	Get estimates for removing tree on allotment	Clerk
14.02.15	Tell Mr Billings the PC are paying for removal of tree from allotments	JC
14.02.15	Check what is growing on allotments behind Wincote	RM
15.02.15	Consider PC response to appeal against Deddington pharmacy	ML
16.02.15	Represent PC at Greenacre's planning application	ML