

**Minutes of the meeting of the Steeple Aston Parish Council held on
21st March 2011 at 7.30 pm in the Village Hall Committee Room**

Present: Mrs Mason (Chair), Mr Coley, Mrs Trinder, Mr Ferguson. Members of the public : Mrs. Whybrew, Mr & Mrs Hallam, Mr. Latchford, Mrs. Bell, Mrs Richardson, Mrs Tyler, Mrs. Clifton

In attendance: Cathy Fleet (Clerk)

Apologies were received from Mr Kewley, Mrs. McKinley, Mr Preston and Mr. MacNamara

Declarations of Interest : Mrs. Trinder declared an interest in the Village Hall Oil Tank work and Mrs. Mason in the Village Hall and Sport & Rec

Minutes of the last meeting held on 21st February 2011 were read and amended and it was

RESOLVED to accept these as a true record of the meeting and they were signed by the Chair.

03/11/01 **Public Participation :**

Mr. Hallam asked how often the streets in the village were cleaned. It was thought it was twice annually, but Clerk to check with CDC.

Mrs. Whybrew reported that the electricity sub-station at the end of Grange Park was deteriorating. Clerk to contact the Electricity Board.

Mrs Richardson, as Landlady of the White Lion, was concerned that at the previous PC meeting it appeared that the Council had turned down her request for bollards to be placed along the front of the pub. She explained that cars are illegally parking on the pavement and that the Fire Brigade have told her there is a requirement for a clear 1 1/2m outside the pub for evacuation purposes. They will again inspect her premises on 6th April and unless this requirement is met there is a possibility that the pub would be closed. It was **RESOLVED** that the previous decision be amended and that the Clerk contact Louise Wilson from Highways requesting that removable bollards be placed across the width of the building as soon as possible.

Mrs. Richardson also reported the high level of burglaries and vandalism in the village in recent weeks. There have been 3 attempted burglaries at the White Lion, a burglary at Chapel Hill and Westfield Stables, cars damaged at both the White Lion and Red Lion and graffiti at the shop. Most incidents have occurred on Sunday nights. Police have been involved and Neighbourhood Watch alerted. Mrs. Bell will put an article on the website, Mrs. Mason to speak to Red Lion, Police and Raj.

ACTION : CLERK/JB/MM

03/11/02 **Clerk's Report**

Fir Lane Potholes Ref 401765

Dog fouling - Clerk has asked dog warden to patrol Nizewell Head as well as the Playground

Play area - Steward has levelled bark and attended to membrane

Oil Tank area Quotes have been obtained - see agenda item

Bollards at White Lion -See above

Grit Bins New bin for Grange Park has been ordered and request for replacements for large yellow bins and notices made. No response as yet - Clerk to chase

Beeches Gate Existing gate to be refurbished -see Agenda item

Wheelie Bins CDC monitoring following complaint

Bus shelter Steward has replaced downpipe

Speed detector - Clerk to arrange

03/11/03 **Highways/Footpaths**

Hedge opposite White Lion - Clerk has written twice to occupants and received no response. Clerk to write to owner who now lives in Dorset **ACTION: CLERK**

Dickredge Bus stop - Mr Ferguson reported that this work is now in next year's budget and will contact John Hammond at a later date.

Lawrence Fields - Due to Mr Preston's absence no further details were available.

03/11/04 **Website** - Minutes of the last meeting were received. Mrs Bell expressed concern that no acknowledgement had been received for the donation to the defibrillator fund - Mrs. Mason to contact Chairman of fund. IT training is underway. There was a good response to the Race to Infinity competition for faster broadband but the village was not

successful. OCC are seeking funding from central government to promote faster broadband speeds in local areas and it was reported that Oxfordshire will have a website for registering interest, details will appear in SAL. The PC will support the website committee and send a letter if required. Mrs. Mason thanked Mrs. Bell for her continued work.

03/11/05 **Meetings** - No meeting had been attended

03/11/06 **Play Area** - The Steward's reports are satisfactory but he has reported evidence of drug use in the area. Mrs. Mason to inform Police. Clerk to check if new zip-wire seat has been fitted.

ACTION : CLERK/MM

03/11/07 **Village Hall** - Clerk had received request from Mrs. Bullement that the parking problem outside the VH kitchen door be addressed. Mrs. Mason to discuss with VH committee.

ACTION : MM

03/11/08 **Sport & Recreation Centre** - Following recent problems with the leaking roof, Brian Coaker has resolved the problem and work will begin soon. A survey has been obtained from Basil Streat identifying issues which will need to be addressed. Clerk to contact Mike McKinley and Richard Preston with regard to any grants which may be available for insulation when work takes place.

ACTION : CLERK

03/11/09 **Toilets/Cleaner** - The toilet is nearing completion and Mr Preston is confident it will be completed by the end of March. 3 candidates had been interviewed for the Cleaner position and a decision will be made by the end of the week. OCC have been thanked for the grant. An additional Insurance premium of £12 until June will be payable to Aon.

03/11/10 **Allotments** - At a meeting held on 18th March 2011 between the PC, the Allotment Association and the surveyor advising, the latest alterations to the draft lease, which have been agreed with the Diocesan Board, were discussed. The lease will now be for 25 years not 20 the break clause in favour of the Diocese will not be implemented until after the first 10 years of the lease.

A break clause in favour of the PC which can be implemented if occupancy of the allotments falls below 50% with notice of 12 months, will be inserted. Boundary responsibilities have been agreed and the dimensions of the caravan plot, which does not form part of the leasehold, agreed. The PC will ask that lease will run from April to March. MM had sent a letter to Richard Drew covering all points and stating that subject to final details, the PC agree the lease. It was **RESOLVED** to sign the lease after it has been checked by the advising surveyor and finally, the PC solicitor. MM to write letter to Allotment Association confirming that the PC will sign the lease in order to ensure retention of the grant monies. A meeting was arranged between officers of the Allotment Ass. and PC members to draft a sub-tenancy agreement between the PC and the Allotment Ass.

ACTION : MM

03/11/11 **Risk assessment & Policies** - It was agreed to discuss these at the next meeting. It was **RESOLVED** to adopt the updated Emergency Plan which has been finalised and distributed.

03/11/12 **Defibrillator Fund** - Mrs Whybrew and Mrs McKinley have agreed to fundraise. Two First Responders, Mr. Brewer and Cathy Fleet will be trained. Mrs. Richardson expressed an interest in re-training and Clerk to liaise with Mrs. McKinley and Mrs. Richardson to instigate training. A collection box will be placed in the White Lion.

ACTION : CLERK

03/11/13 **Church Bells/Diamond Jubilee celebrations**- Mrs. Clifton addressed the meeting outlining the need for a new tenor bell and suggested that it should mark the Jubilee in 2012, asking if it could be viewed as a village project. Approximately £16,000 will be needed although grants are available and the existing bell can be traded in as scrap. It was **RESOLVED** that the PC would support this as a village project and decline to support any other projects which may be suggested. A sub-committee will be formed to discuss the way forward.

03/11/14 **Oil Tank area of Village Hall** - Clerk had received the following quotes:

- KJ Brooks £1492+VAT
- D Trinder £1780
- B Coaker £780 + VAT

It was agreed that the Clerk would request more detailed information before a decision could be made

03/11/14 **Village Map** - No progress has been made

03/11/15 **Parish Plan** - Mrs Whybrew outlined items from the Parish Plan which were still outstanding:

- Education and Local History
- Village Hall sink height - Village Hall committee to action
- BMX track - PC to consider what to do with this area
- Late buses
- Downlighters on street lights - Clerk to investigate
- Solar panel policy in conservation area - MM to clarify
- PC surgeries - It was felt there would be no support
- Welcome Packs - JC to continue distribution
- Youth Input - There seems to be little interest
- Car sharing - Article to be put on website

03/11/16 **Correspondence** - Correspondence lists were read and discussed

03/11/17 Oxford Electoral Review - A response to the consultation is required by 2nd April All to look on website.

03/11/18 **Planning** - The following Planning Applications had been received

- 11/00242/F Mr Baker 296 Heyford Park continued change of use of kennels
- 11/00229/LB Mr Higgins, Canterbury House, Fir Lane alterations to the Bothy
- 11/00290/F Dr Radcliffes School SSE

03/11/19 **Affordable Housing** - Following the February meeting at CDC, no further progress has been made

03/11/20 **Finance** - It was **RESOLVED** to accept the following Accounts for payment :

Payee	Detail	Amount	Cheque No
Granary Publications	domain registration	£6.99	200311
Granary Publications	website hosting	£65	200312
OALC	Subs	£175.30	200313
Cathy Fleet	Clerk Salary	£217.82	200314
Bourton Drain Services	Playground	£117.60	200315
Mark Probbitts	Village Steward	£132.80	200316

A VAT claim of £3496.66 has been received

Payment of the grant for the toilets of £18,732 has been received

03/11/21 **AOB** - Steward to be asked to clean road signs and sweep the areas between walls and pavement around the village **ACTION : CLERK**

Bulk Oil Buying Scheme - Clerk is liaising with Chris Tuffrey of North Aston. Residents of Steeple Aston will be able to join in the North Aston Syndicate. Forms will be available from Clerk

Date of next meeting : 18th April 2011

The meeting closed at 9.46pm

Signed **Mrs M Mason** **Date**

