

Minutes of the meeting of the Steeple Aston Parish Council

held on Monday 19th March 2012 at 7.30pm in the Sport & Rec Building

Present: Mrs Mason (Chair) Mr Preston (Vice Chair), Mr. Coley, Mr. Ferguson, Mrs Trinder, Mrs McKinley . Members of the public: Mrs Whybrew, Mrs. Hallam, Mr. Latchford

In attendance: Cathy Fleet (Clerk)

Apologies were received from Cllr Macnamara, Cllr Kerford-Brynes, Cllr Jelf, Mr. Kewley

Declarations of Interest : Mrs Mason declared an interest in the Village Hall and the Sport & Rec and Mr. Preston declared an interest in the Village Hall

Minutes of the last meeting held on 20th February 2012 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

03.12.01 Public Participation : The members of the public wished to speak on the matter of the Allotments which comes up later in these minutes

03.12.02 Clerk's Report

Basketball nets	Have been purchased and passed to Peter Higgins for installation
Potholes	A representative from Highways will meet Mr Preston & Mr. Coley to walk round the village identifying problem areas
Stump in Bike Trail area	Clerk has received quote of £75 from Bob Staig for removal of the stump and instructed him to proceed
Bin in pocket park	Clerk has ascertained that CDC will continue to empty the bin
Drinking fountain	Clerk has spoken to Cliff Stoneman .Quote of £65 received
Play area	Clerk has contacted and chased Trevor Stewart who will carry out necessary work
Village Hall	Clerk has written to Mr Brock accepting his quote of £1645 for external redecoration of village hall
Reflector posts by town well	Still awaiting action – Clerk chasing

03.12.03 Bike Trail - work is continuing

03.12.04 Highways/Footpaths-

Mr Preston and Mr. Coley had met with Nick Watson from OCC and walked round the village. Nick Watson has identified the following issues:

1. Several potholes in Fir Lane from the Village Hall to the Pre-school have been marked for repair within 28 days.
2. Faded white lines and yellow zig-zags with 'keep clear' lettering along this same stretch of road. This has been referred to our traffic team.
3. The subsidence along Fir Lane by the church has been referred to our asset management team for consideration for structural patching.
4. Junction of Northside and Fir Lane faded white lining. This has been referred to our traffic team.
5. Patch around Thames Water apparatus in this junction. I am referring this to Thames Water to see if it can be done under their 2 year guarantee period. If it is out of guarantee I cannot do anything with this at the time being as it does not meet our criteria as a safety defect. The six monthly safety inspections should pick up any significant change to this.
6. The safety defect in the footway outside Paines Hill House was marked for repair within 28 days.
7. The pothole on Southside outside Holly Tree was marked for repair within 28 days.
8. The surface deterioration by the bus stop in Southside / Heyford Road has been referred to asset management.
9. Faded white junction markings at Southside / Paines Hill. This has been referred to our traffic team.
10. Gully repair outside Compass Cottage, Southside was marked for repair within 28 days.
11. Several sections of road edge in Southside towards Water Lane marked for repair within 28 days.
12. Manhole cover near the Southside / Water Lane junction has been raised as a defect for Thames Water to attend to.
13. Faded white junction markings at Southside / Water Lane. This has been referred to our traffic team.
14. Sunken fire hydrant cover in Water Lane has been sent to the County Fire team for repair.
15. On Water Lane / Northside junction a defect in the road edge and some loose setts have been marked for repair within 28 days.
16. Faded white junction markings at Northside / Water Lane. This has been referred to our traffic team.
17. On Fenway outside The Corner House, a section of road edge has been marked for repair within 28 days.
18. The missing reflector posts on Fenway / Northside opposite Water Lane have been flagged up to our traffic team.
19. The loose flag stone in the raised footway opposite Randolph House, Northside has been raised for repair within 28 days.
20. A missing corner of a paving slab outside East Grange, Northside has been raised for repair within 28 days.

The debris on the road outside Cedar Court, Water Lane is not an issue to be dealt with by Highways, so it was suggested that an OCC nominated contractor be invited to clear the road. Funding may be available – Clerk to speak to Cllr Jelf. **ACTION : CLERK**

Pruning of shrubs - It was felt that recent pruning of shrubs in Heyford road was not of a good enough standard and the ash saplings continue to be a problem so Clerk to obtain a quote from Bob Staig for removal of brambles and removal of or killer treatment to the saplings

ACTION : CLERK

03.12.05 Website - Mr. Coley reported on behalf of the website committee that there has been an increase in hits on the website with a large number of Eastern European hits. Pop ups appear when viewing the gallery which can be prevented easily with some software costing €19 approximately. It was agreed that the parish council would fund this. In the forum on the Youth section there is a request for a skateboard park in the village - Mrs. Mason to respond. David Allison has set up a Twitter feed to publicize Steeple Aston and has asked for support from the parish council. The parish council are not in favour of supporting this as there would be no control over content.. Work is in progress on an App similar to Google Calendar to access the diary of the village hall. It was questioned whether SAL or SAVA archive issues of SAL. Mr. Coley to find out via Martin Lipson.

ACTION : MM/JC

03.12.06 Meetings - Mr Preston reported on a meeting on Neighbourhood Planning in the light of the Localism Bill which he, Mr. Coley, Mrs McKinley and Cathy Fleet had attended. It was felt that at this stage the process held many uncertainties and to form a local planning group would involve a lot of time, effort and money. It was decided to keep a watching brief on the situation. Mr. Preston also reported on the Dial a Ride meeting which is covered later in these minutes. There had been a meeting regarding the proposal to make the canal a conservation area which the parish council support.

03.12.07 Play Area - Ryan Kilby is working hard on the playground and surrounding areas and submitting paperwork to the Clerk. He had suggested that an ash tray be placed near the Sport & Rec as there seem to be a large number of cigarette ends in that area. Mrs. Mason to speak to John White. There are safety concerns in the area of the zip wire in that there is nothing to stop small children running across the path of the zip wire. Clerk to speak to Trevor Stewart about the possibility of putting wood across the gap between the castle and the fence. Concern was also raised about the number of children using scooters and skateboards in a potentially dangerous way in the playground. Clerk to arrange for notices to be put up.

ACTION : CLERK/MM/RP

An offer has been received from a resident of the village to donate some picnic tables for use in the play area. This will be accepted with thanks. Mr. Preston to arrange transport and liaise with Trevor Stewart for their installation. Springhill are able to provide birdboxes and batboxes and it was agreed to order 4 for the allotments and 4 for the play area. **ACTION : MM**

There was nothing to report on Pocket Park.

03.12.08 Dial a Ride - Mr. Preston had attended a meeting organised by Age UK and reported that it was attended by 80+ concerned group/community leaders regarding the reduction in the Dial a Ride Service. This is due to a shortfall in funding which has been reduced from £180K to £30K. The service will only run 1 day a week (Friday) in our area and will cover 30 villages on that day, commencing 2nd April. Many seniors clubs are under threat because of the lack of service as well as elderly and vulnerable people requiring transport to hospitals and health centres. Further meetings will be held (possibly in Steeple Aston Village Hall as Woodgreen where this meeting was held was a less suitable venue).

03.12.09 Village Hall - Clerk has accepted Mr. Brock's tender and he will inform her two weeks prior to his start date. Mr. Lipson will prepare detailed drawings of the proposed extension to the village hall which is expected to cost in the region of £80-90K

03.12.10 WI - The WI have offered to provide a bench for the village to mark the Jubilee. Clerk to write to thank them and suggest a site, possibly in the play area or on South Side.

ACTION : CLERK

Sport & Rec - Three quotes have been received for the re-roofing of the Sport & Rec Building using new tiles and also for re-using the existing tiles. The quotes received are in the region of £31-39K for new tiles and £27-33K using existing tiles. It was proposed by Mr. Coley and seconded by Mrs. McKinley that new tiles be used. Mrs. Mason to speak to CDC's conservation officer to ascertain what type of tiles will be acceptable. It is anticipated that it will be approximately 2 weeks work which will be done in the school holidays. Funding may be available from Virador and they will require support from the community to be demonstrated as well as a contribution from the PC. It was **RESOLVED** that the PC will support the project up to £15K from reserve funds. Toe2 may also be a source of funding. Mr. Preston is investigating all possibilities of funding and needs to make an application to Virador by the 3rd week of May. The user groups of the S&R will be asked for letters of support and the committee will be asked whether they can also give some financial support to the project.

03.12.11 Toilet - Julia had reported that the pipe under the sink is leaking, Clerk to ask Cliff Stoneman to look at it when he mends the drinking fountain. **ACTION : CLERK**

03.12.12 Allotments - The lease is still not ready to be signed and Mrs. Mason reported that various issues have contributed to this fact. The Diocesan solicitor has accepted that there was no intention to create a Landlord and tenant issue with retaining the ability to have occasional produce sales. A standard contracting out clause is now included. However, we may now have a statutory declaration notice served which will need to be signed and witnessed by an independent solicitor. There is still an error in the insurance clause which the solicitor has asked them to correct as it still contains requirement to produce confirmation that subrogation rights will be waived. The permission to put either a greenhouse OR a shed on a plot has been agreed. The address for the PC is not accurate. There appears to be an expired lease issue with the strip along Chancel Cottage which needs resolving as properly this area cannot be included in our lease until this is resolved. The Lease is now dated to run from 29.9.2011. We had asked for 25.3.2012 but will accept 29.9.2011. The final plan we were required to accept is still inaccurate and our solicitor has put this to the Diocesan solicitor who accepts it is inaccurate and is investigating.

At a meeting to look at the lane boundary it was seen that the drain which led to the soakaway, the area of which was removed from the leased area, now drains into the ditch behind the hedge against the lane, which is not acceptable and we have agreement that the line C-D on the plan moves to exclude the ditch. Mr. Latchford's plot is still not fenced and clarification is being sought on whose responsibility this boundary is. Mr. Latchford has said that he will put in a boundary marking fence. The latest plan shows a different boundary line for Mr. Latchford's plot. It has been agreed that the PC would, if necessary, accept the inaccurate plan provided that there is no prejudicial legal issue if we accept and sign. An update on fees has been requested.

03.12.13 Mobile Reception - Mrs. Mason had written to Vodaphone but has had no response. Mrs. McKinley to follow up. Mrs. McKinley had written to OCC regarding their bid for government funding for reception improvement in rural areas but has had no response as yet.

ACTION : CM

03.12.14 Jubilee celebrations - Mr Coley reported that the lunch will now be open to everyone in the village and that he is applying to CDC for funding. **ACTION JC**

03.12.15 Correspondence - Correspondence lists were circulated and discussed.

03.12.16 Planning -

10/00221/DISC	Upper Heyford GP Ltd & Dorchester Heyford Park GP Ltd	Discharge of conditions 33&34 of 08/00716/OUT
12/00057/TCA	Mr. Tosh, Bladebone House, Paines Hill	Tree work
12/00029/TPO		
	Tree work at 4 Grange Park	Refusal

03.12.17 Affordable Housing - Tom McCulloch has made contact with proposed residents about the proposed increase in rental. Mrs Mason had filled in an ORCC survey concerning

rural housing, and commented that the reporting system could work better. In correspondence with the rural Housing Enabler concerns that any increase in rent, resulting from governmental policies will cause major problems to tenants on low salaries whilst those on benefits would still receive rent relief. Councillors to meet with Tom McCulloch, CDC Housing Officer and Stuart Roberts of Sovereign on 25th April.

03.12.17 Finance - It was **RESOLVED** to accept the following Accounts for payment :

Payee	Detail	Amount	Cheque No
OALC	Subscription	£174.83	200415
Ryan Kilby	grounds maintenance	£146.98	200416
Julia Joyce	Toilet cleaner	£160	200417
Cathy Fleet	Clerk salary	£217.82	200418
Cathy Fleet	Clerk expenses	£30	200419

Clerk to issue P60 to herself for the current financial year.

A VAT reclaim of £5222.63 had been received

AOB - No progress regarding 4 Paines Hill
Emergency Plan - Clerk to circulate for amendments and collate results
Map by the Dickeredge - for next agenda

Date of next meeting : The meeting closed at 10.15pm

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