

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

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

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

**Apologies:** Mr Ferguson, Mrs Wright

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

01.03.15 **Minutes of the last meeting** held on 6 February 2015 were read and it was resolved to accept these as a true record of the meeting and they were signed by the Chair.

02.03.15 **Public Participation:** The Clerk was asked to get the weeds on the pavements sprayed by Mark Probbitts during the 2<sup>nd</sup> or 3<sup>rd</sup> week in April and to include all pavements in Grange Park. She was asked to contact Mr Mead at 2 Grange Park and request that he cut back his foliage overhanging the pavement. **ACTION: Clerk**

Cllr Kerford Byrnes spoke about the allocation system for homes on Rural Exception Sites and was told that JC had shown the planners at Cherwell how other planning authorities had been flexible with such Sites when similarly faced with changes to the housing list criteria. Cllr Kerford Byrnes suggested contacting the Parish Councils which had decided not to go ahead with development of Rural Exception Sites because of the changes to allocation policy.

**ACTION: Clerk**

03.03.15 **Clerk's Report:** The pothole that caused a broken ankle has been reported to Highways. The litter pick equipment will be delivered just in time and the zig zag lines by the school will be repainted after 1 April 2015. Insurance quotations have been requested.

04.03.15 **Actions from previous meeting**

NO	ACTION	To be Actioned by
05.02.15	Arrange a theoretical Councillor swap just in case of grievance <b>Arranged with Duns Tew</b>	JC
06.02.15	Stress to Highways road by White Lion is a health and safety issue <b>DONE</b>	Clerk
06.02.15	Apply for litter pick equipment and get it delivered to RP <b>DONE</b>	Clerk
06.02.15	Explain to Dales bollards have to be approved by Highways <b>DONE</b>	Clerk
06.02.15	Ask school to help reduce car parking on Fir Lane <b>To be discussed with HW</b>	Clerk
06.02.15	Ask the Recreational Trust to cut back hedge by Robinsons Close and to cut back the brambles by the kissing gate on the other side of the road <b>Not done</b>	Clerk
06.02.15	Report to Highways deteriorating state of road at bottom of Paines Hill <b>DONE</b>	Clerk
06.02.15	Remind Cllr Fatemian about speed check wires across road <b>DONE</b>	Clerk
06.02.15	Get details to start Speed Aware Campaign in village <b>DONE</b>	Clerk
06.02.15	Speak to Mr Mclusky about verge by Old Forge <b>Not done as it has improved as grass has grown</b>	RP & ML
07.02.15	Look for inventory of property <b>Circulated</b>	JC
09.02.15	Advertise for new co-ordinator for Neighbourhood Watch <b>Not done see 08.03.15 below</b>	ML
13.02.15	Close toilet at 5.00pm till clocks change <b>DONE</b>	Clerk
13.02.15	Prevent cistern lid being easily removed <b>Will be done shortly</b>	BM-H
13.05.15	Report vandalism of toilet to police <b>DONE</b>	RP
14.02.15	Get estimates for removing tree on allotment <b>Requested</b>	Clerk
14.02.15	Tell Mr Billings the PC are paying for removal of tree from allotments <b>DONE</b>	JC

14.02.15	Check what is growing on allotments behind Wincote <b>DONE</b>	RM
15.02.15	Consider PC response to appeal against Deddington pharmacy <b>DONE</b>	ML
16.02.15	Represent PC at Greenacre's planning application <b>DONE</b>	ML

05.03.15 **Highways/Footpaths** – Two potholes near the White Lion, slightly deeper than the others, had been filled but the potholes that caused the accidents had not been filled. The Clerk to ask for all the potholes to be filled. **ACTION: Clerk**

To get police support for a Speed Aware Campaign it is necessary to prove in advance that there is speeding. This requires the wires across the road that Cllr Fatemian offered but has not provided so ML will see if he can borrow some from Mr Egewharry instead. **ACTION: ML**

The cars parked on Fir Lane on both sides of the lane to the allotments made it dangerous to drive from the allotment lane onto Fir Lane. Mr Grudgeon had written to suggest a mirror.

This suggestion would be passed on to the police for consideration. **ACTION: RP**

06.03.15 **Grievance Procedure:** The grievance procedure was approved and adopted.

07.03.15 **Valuation of Assets:** The assets included on the circulated list need to be given a theoretical monetary value. **ACTION: JC**

08.03.15 **Neighbourhood Watch:** A new co-ordinator would not be appointed as so much of the information is now circulated electronically, though a few elderly people without access to the internet would need neighbours to explain the latest issues - this will form part of the presentations for the Annual parish Meeting

09.03.15 **Allotments.** One estimate for removing the tree from the allotment had been received. RM was asked to tell Nicholsons that Mr Billings agreed that the wood could be removed via his drive so that Nicholsons could quote. **ACTION: RM**

Mr Billings will be asked to claim for the cost of rebuilding the wall from his insurance company **ACTION: Clerk**

Clerk to notify Cherwell that the tree will be removed. As the allotments are not in the Conservation Area permission is not needed. **ACTION: Clerk**

RM had checked the growth on the allotments near Wincote and was confident none of it was close to the walls though one branch of a tree overhanging the fence needed to be lopped. **ACTION: RM**

10.03.15 **Play Area/Teenage Facilities:** A tile had broken and hence slipped on the Sports and Recreation Centre roof on the side towards the Pre-School. The roof had been checked and found to be sound. However there was a potential risk to the Pre-School children if it happened again so snow guards would be erected to catch any falling tiles. The work would be done by the original roofer, Abbott Roofing, at a cost of £815.56 to be met from the contingency funds. The Pre-School would be told about this decision. **ACTION: Clerk**

11.03.15 **Registering leases:** It could be useful to register leases of over 7 years with the Land Registry in case of dispute. RP thought all leases had been registered already. ML would check from the papers held by SAVA. **ACTION: ML**

12.03.15 **Toilet/Cleaner:** The Clerk should encourage Mrs Joyce to send in an invoice. **ACTION: Clerk**

13.03.15 **Correspondence:** The letter from Mrs Baglin Jones, who broke her ankle in a pothole, would be used to help the case for the repair of the potholes. **ACTION: Clerk**

14.03.15 **Planning:** The proposed development opposite Greenacre was approved despite representations against from the Parish Council. At the planning meeting Mr Duxbury said the Councillors should not be swayed by there not being three times the ridge height between the proposed house and the nearest existing house to the north as this was not 'guidance' from Cherwell. ML later found this advice was mistaken and he is considering the options for further action. **ACTION: ML**

The following planning approvals had been received:

14/01434/F Greenacres, Southside - APPROVED

15/00200/LB Hill House - porch

05/00193/F Wickhams, Paines Hill - SSRE

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

<b>Cheque No</b>	<b>Payee</b>	<b>Detail</b>	<b>Amount</b>
200831	Abbott Roofing	Committee Room Roof	£2952.00
200832	Viking Direct	Office supplies	£45.47
200833	Nicholsons	Report on tree on allotment	£180.00
200834	Ryan Kilby	Playground maintenance	£156.98
200835	M Probbitts	Felling of tree on Sixty Foot	£150.00
200836	Oxford City Supplies	Toilet supplies	£100.94
200837	Cathy Fleet	Expenses	£33.35

**Date of next meeting: 20<sup>th</sup> April 2015**

**The meeting closed at 9.37pm**

**Other matters:** The AGM of the PC would be held on the 18 May immediately before the usual May monthly PC meeting.

The Annual Village Meeting would be held on 19 May and would include refreshments. JC would write something for SAL explaining what would be discussed; probably including Neighbourhood Watch, Planning and conservation issues and the implications of the development at Upper Heyford.

**ACTION: JC**

There was uncertainty about the new Councillors being able to sign the cheques. **ACTION, if necessary, Clerk**

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

#### **ACTION LIST SUMMARY**

<b>NO</b>	<b>ACTION</b>	<b>To be Actioned by</b>
02.03.15	Ask Mark to spray pavements, including all in Grange Park, during mid April	Clerk
02.03.15	Ask Andrew Mead of 2 Grange Park to cut back overhanging foliage	Clerk
02.03.15	Confirm with other parishes they are not going ahead with Rural Exception Sites because of changes to allocation policy	Clerk
04.03.15	Ask the Recreational Trust to cut back hedge by Robinsons Close and to cut back the brambles by the kissing gate on the other side of the road	Clerk
05.03.15	Ask Highways for all potholes to be filled, using information from Mrs Baglin Jones	Clerk
05.03.15	See if Mr Agerwary will supply wires for testing speeding	ML
05.03.15	Ask police about a mirror to make it safer to drive onto Fir Lane from the allotments	RP
07.03.15	Put theoretical monetary value on assets	JC
09.03.15	Tell Nicholsons Mr Billings will let tree removers through his drive	RM

09.03.15	Notify Cherwell of removal of tree	Clerk
09.03.15	Advise Mr Billings to claim on his insurance for the wall	Clerk
09.03.15	Remove branch of tree overhanging allotment fence	RM
10.03.15	Ask Abbott Roofing to put up snow guards on the S&R Centre roof and inform the Pre-School	Clerk
11.03.15	Check from SAVA papers that all leases of over 7 years have been registered with the Land Registry	ML
12.03.15	Encourage Mrs Joyce to send in invoices	Clerk
16.02.15	Consider future action on Greenacre development	ML
Other matters	Prepare article for SAL on Annual Parish Meeting	JC
Other Matters	Confirm to Councillors arrangements on cheque signing	Clerk