

**Minutes of the Annual meeting of Steeple Aston Parish Council held on
Monday 18 May 2009 at 7.35pm in the Village Hall Committee Room.**

Present:– Mrs Mason- Chair, Mr Preston, Mr Coley, Mrs McKinley, Mrs Trinder & Mr Ferguson and 2 members of the public Mrs L Stacey & District Cllr J Macnamara.

In attendance: Mrs Lee (Clerk).

Apologies were accepted from Mrs Willatt & County Cllr R Jelf.

1 Elections for 2009/10

Chairman: It was **RESOLVED** that Mrs Mason is elected and she signed her declaration of acceptance of office.

Vice Chairman: it was **RESOLVED** that Mr Preston be elected.

Website Committee - It was **RESOLVED** that the Committee of Mrs McKinley, Ms Coleman, Mr Cox, Mr Brown, Mrs Whybrew, Mrs Bell, Mrs Taylor & Mrs Holmes should be re-elected.

Emergency Planning working group – it was **RESOLVED** that Mr Preston, Mr Coley and Mrs McKinley should continue to form the working party.

Play Area Working Group – it was **RESOLVED** that Mr Preston would continue to lead this working group with co-opted members of the community.

2 Appointment of -

- Responsible Financial Officer: it was **RESOLVED** that Mrs Lee continues to be the Responsible Financial Officer for 2009/2010

- Internal Auditor – it was **RESOLVED** that Mrs White continues as the internal auditor for 2009/10.

3 Adoption of Standing Orders and Financial Regulations- It was **RESOLVED** that the standing orders and financial regulations continue as at present with an update taking place once the new NALC recommendations are published.

4 Update of register of interests – all members present signed to indicate there were no changes to their register of interests – Clerk to obtain remaining signatures at the next meeting. **Action: Clerk**

5 Declaration of interests –

Mr Preston – personal interest in Village Hall.

Mrs McKinley - personal & prejudicial interest in Affordable Housing.

6 Matters arising from the 2009 Annual Parish Council Meeting - none.

7 Minutes of the last meeting – Monday 20 April 2009 - it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair

8 Public Participation – District Cllr Macnamara updated the meeting on –

- the Wind Farm planning refusal – **PC to respond** to appeal
- the planning for an Incinerator at Ardley by Viridor
- NW Bicester Eco-town
- potential high speed rail link

- Bicester Town Centre – works are still progressing
- Food Waste recycling due to commence Oct/November
- concern re future Local Government funding.

9 Clerks report –

Village hall sign	OCC have ordered 2 new fingerposts for village hall signs for Southside & Northside by the church.
Charter	Charter advises that there is no tenants group at present — the PC suggest that Charter ask tenants if they want to form one. Clerk to request that if Charter have a further meeting in the village that the PC are invited to attend and ascertain if there is any grant funding available to tenants and the community.
Overhanging foliage	This has been cut back.
Litter bins	4 bins ordered and all in place.
Bus shelter light	Written to OCC re less obtrusive light – will inspect and alter to better lighting
Dr Radcliffe’s School	Enquiry re ownership of hedge – to OCC – they confirmed that this is the school boundary and not highway responsibility.
Shepherd Hill hedge	Asked Mark for quote for work in the autumn.
Fir Lane	Complaints re highway at top of Lane – to OCC for inspection – they have confirmed they are responsible for top 1m of Lane and will carry out remedial works.
Fir Lane	Issues with pavement outside Rectory – reported to OCC
Village street lights	OCC are carrying out a cost exercise to advise how much would be saved – awaiting parish plan results to respond fully
Village Hall roof	The committee room roof is leaking – Clerk has arranged for Ark Roofing to inspect.

10 Highways – OCC have advised that they will be carrying out remedial works on the hedge opposite Hill House & at the entrance to Hill House.

30mph signs are covered with ivy on the road from Middle Aston and Sixty Foot coming from the main road. The traffic lights on the right hand side going towards Rousham are covered by vegetation – Clerk to report to OCC.

Action: Clerk

11 Planning

Applications

- 09/00079/TCA – Wincote Cow Lane – Fell 1 golden leylandii – No objections
- 09/00528/F Mr T Taylor – Adjoining Brasenose Farm – Erection of farmhouse and garage. **No objections but concern that there is a lack of evidence of a proven need for a property for a farm worker on the site - if the application is granted the PC request that an agricultural condition should be placed on the property.**
- 09/00529/F Mr T Taylor – Adjoining Brasenose Farm – Erection of agricultural general purpose building – **No objections but request that there is a condition that the hedging remains/be enhanced.**
- 09/00548/F – Mr Caddick – 5 The Crescent – Front porch extension – **No objections.**

Withdrawn

- 09/00179/F – Aston House, Cow Lane – Proposed first floor extension to provide annexe accommodation.

The following applications, **granted** planning permission subject to conditions, were noted:

- 08/00940/TCA – Land east of Water Lane – reduce 2 larch and remove dead wood.
- 09/00079/TCA – Wincote Cow Lane – Fell 1 golden leylandii

12 Website – the next meeting is 3 June 2009.

13 Incidents Log – broken car windows on Heyford Rd, cloche & plant stolen from the allotments and rubbish etc in the school woodland and The Dean following from an end of school party.

14 Play Area/Teenage facilities – still awaiting outcome of ToE/CDC grants. Working party is to meet with Howie Watkins, OCC Playbuilder officer, to set milestones etc – commencement date of works is proposed for July 2009. Mr Preston will bring along final plans to the next PC meeting for approval.

Action: Mr Preston

Play area – no issues to report all in good working order.

15 Reports from Meetings – Mrs Trinder reported back on the CDC Countryside Forum meeting.

Chair reported back on the Neighbourhood Watch meeting.

Chair reported back on the Allotment meeting.

16 Parish Transport – BCTA are arranging a meeting with Deddington Health Centre to discuss the best way forward. Cllr Annally had not responded re the charges being made - the PC asked Cllr Macnamara to look further into this issue to see if a solution could be found. Clerk to ascertain if other parishes have had similar representations with regard to this.

Action: Clerk

17 Correspondence –

CCCP	Cherwell Sustainable Community Strategy	Mr Preston & Mr Coley to attend
CDC	Parish Liaison Meeting 17 June	Mrs Mason & Mrs Mckinley to attend
OCC	Review of bus services	To Mr Ferguson, website, SAL

CDC – Overview & Scrutiny Work Programme – the parish council wished to submit a request that they look at the workings of their council and the amount of time being taken up by consultation and box ticking and the fact that there is little evidence that anything changes as a result of this consultation. Are the council resources being used to the communities best advantage? Clerk to submit to CDC

Action: Clerk

Envelope – for distribution

OPFA	Playing Field – plus copy to Mr Preston
Flu Pandemic	Training day notes
Clerks & Councils Direct	
CDC	Cherwell Rural Strategy 2009-2014
OCC	Home 2 School newsletter

18 Emergency Plan – The community officer for South Ambulance Trust would like to meet with the Emergency Planning Working group to discuss First responder/first aid and defibrillator training – Tues 2 June 7.30pm in the village hall committee room – **Clerk** to book hall & **Chair** to arrange.

It was agreed that the emergency plan template should be agreed at the September meeting and the working group will meet on 26 May to move this forward. The Clerk advised of the Message in the Bottle scheme and details of this would be put in Steeple Aston Life and on the website.

19 Parish Matters

Pocket Park, Nizewell Head – local families with young children were keen on this idea and those neighbours spoken to were happy that there could be some development on the site. Mrs Trinder to speak to remaining neighbours and Mr Preston to see if there would be any possibility of relocating swings from the play area to the pocket park and to obtain costings for the next meeting.

Action: Mrs Trinder & Mr Preston.

20 Village Hall – after meeting with Lynne Newin it was confirmed that funding would not be readily available to do the whole project so phasing of the work is being considered. Some external maintenance needs to be carried out which the parish council is responsible for - it was **RESOLVED** that up to £5000 would be spent on these works with any individual works over £1000 requiring 3 quotes.

21 Sports & Recreation Building - The Chair advised the meeting of an ongoing business rates dispute re the Sports & Recreation Building from 2000-2005.

22 Parish Plans – more volunteers are needed to get at least 75% of the questionnaires back and this will be discussed at the next meeting. No decision has yet been made as to whether the parish plan proceeds.

23 Finance

Accounts for payment

Internal Audit – H White M & S voucher – included in S Lee chq	£ 30.00
S Lee – Clerk May & expenses	£ 254.45
HMRC	£ 49.60
Glasdon - bins	£ 195.55
Steeple Aston PCC – Clock grant and grass cutting	£1015.00
Deddington Health Centre - transport – 2008/9	£ 142.60
Village Hall – room hire	£ 60.00
Glasdon – bands to fit bins	£ 44.51
M Probbitts – grass cutting	£ 390.00
Allianz	£2380.95

It was unanimously **RESOLVED** that all cheques be paid as listed above.

Income - Grass cutting grant - £1767.68

Insurance - it was **RESOLVED** to remain with Allianz and accept their revised premium which would save the PC £1000 pa with an increase in the excess to £250.

Grant request – girl guiding – it was **RESOLVED** that this was not a grant that could be paid by the parish council and alternative sources of funding were suggested.

24 Affordable Housing – Rural Exception site – there was no update regarding the possibility of rural exception housing in the parish. A progress report from CDC has been received but this was felt to be outdated and of little use – Cllr Macnamara will discuss with CDC with regard to the possibility of there being one contact at CDC to deal with Rural Exception sites. Chair will respond to CDC with regard to their update. **Action: Chair**

25 Date of next meeting –15 June 2009 7.30pm

Dates for meetings for 2009/10 were agreed – Clerk to book village hall.

The meeting closed at 10.16pm

Signed.....

Date.....

Items for next agenda – none