

Minutes of the Annual General Meeting of the Steeple Aston Parish Council held on

Monday 20th May 2013 at 7.30 pm in the Village Hall Committee Room

Present: -Mrs Mason, Mr Preston, Mr Coley, Mr Kewley, Mrs Trinder, Mr Ferguson, Mrs McKinley, Mrs Whybrew, Cllr Macnamara

In attendance: Cathy Fleet (Clerk)

Apologies were received from Cllr Kerford-Byrnes

Election of Officers - Mr. Coley proposed and Mr. Kewley seconded that Mrs Mason be elected Chair - all in favour. Mrs Trinder proposed and Mrs. McKinley seconded that Mr. Preston be elected Vice Chair - all in favour. Mrs Mason and Mr. Preston signed Declarations of Office witnessed by the Clerk.

The **website committee** was re-elected enbloc with the exception of David Allison who has resigned.

Helen White was re-elected as **Internal Auditor**

Cathy Fleet was re-elected as **Responsible Financial Officer**

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

Minutes of the last meeting held on 15th April 2013 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

05.13.01 Public Participation : Cllr Macnamara told the meeting that the local plan consultation had been extended for a further 2 weeks. and that permission for 1600 houses had been granted for the MOD site at Graven Hill . Sainsburys in Bicester will open on 10th July. The free school at Upper Heyford will open in September 2013 for children aged 4-18.

Mrs Whybrew had been approached by a group of youngsters who had requested that a half pipe for skateboarding be provided. Mrs Mason explained that this had been explored before and it was not viable, due mainly to lack of space and health & safety requirements, but also because of the noise it's use would cause.

05.13.02 Clerk's Report

- Street light Heyford road not working - reported 07/05/13
- Notice placed on VH re use of skateboards
- Notice placed in pocket park re dogs
- Clerk has chased town well markers - no funding available at present
- Quote received from Ryan Kilby for repainting toilet - no other quote received
- Pipework around drinking fountain in hand, quote requested for boxing in
- Fist grasscut has been done - key to pocket park provided to Bob Bickley
- Brambles in pocket park have been cut
- Sycamore by pre-school has been pruned

05.13.03 Matters Arising

The Heyford Road light has been fixed

It was unanimously agreed to accept Ryan's quote of £50 to repaint the toilet. Paint to be purchased

Clerk and Mrs Trinder to check that notice in pocket park is still there **ACTION : CLERK/MT**

Clerk to speak to Bob Bickley to ensure that all grass cuttings are removed from roads and paths in future and to ascertain that he has weed sprayed the whole village

ACTION : CLERK

Mrs Trinder to remind Valley Handyman that a quote is needed for boxing in the pipework around the drinking fountain

ACTION : MT

05.1.04 Highways/Footpaths - There are still large number of potholes which have not been attended to, particularly on The Beeches, and Heyford Road. Clerk to email the new County

Councillor pointing out the lack of remedial action by OCC and also to invite him to the next PC meeting

ACTION : CLERK

05.13.05 Website - Nothing to report as there had been no meeting

05.13.07 Meetings - No meetings had been attended

05.13.08 Play Area - Ryan has re-varnished the picnic tables. Clerk to chase Trevor Stewart regarding the zip wire, matting, sand, bark and repairs to the trampoline copying in Mr. Preston

ACTION : CLERK

05.13.09 Village Hall - SAVA extension The screens are in position and work is due to commence 21/05 with the ladies toilet being first priority. Negotiations are continuing to permit a Charge on the lease to be taken by the PC on behalf of Viridor, a requirement of the grant.

Clerk to contact Mr. Root, Clerk to the Trustees, requesting payment of Dr. Radcliffe's Foundation grant to PC.

ACTION : CLERK

A letter had been received from the pre-school administrator regarding the difficulties with parking around the village hall. Mrs Mason has replied suggesting that there is no easy answer to this and that the pre-school continue to liaise with Dr Radcliffe's school to try and resolve the problem of parents driving and parking thoughtlessly.

05.13.11 Toilets/Cleaner - John White to return toilet keys to Clerk now that the electricity monitor has been installed. The pipework has been repaired and a quote for boxing in pipework is awaited.

01.13.13 Allotments - Mrs Mason had attended the allotments AGM and felt that the meeting was very positive with allotmenters moving forward to make the allotments work. However, the nettles in the communal area are very high and despite promises made at the recent site meeting no work has been done on this area. There are several allotments not being worked and Mr. Preston feels very strongly that despite council tax money being spent to assist the allotmenters no work is being done. He feels that the general state of the allotments is a disgrace and is very disappointed that the assurances of the allotmenters have not been fulfilled. He is not happy with the present state but agreed to wait until the autumn to re-consider the situation.

05.13.14 - Correspondence - Correspondence lists were circulated and discussed

05.13.15 - Affordable Housing - The details of Section 106 had been agreed . Contracts are due to be completed by the end of May with a probable later than anticipated start date of August. Sovereign is to arrange a 'meet the builder' meeting with the PC.

05.13.16 Planning -

The Cottage Paines Hill APPROVED

Staithe Cottage, South Side - APPROVED

Giles Yard, South Side - APPROVED

Old Toms - tree work - APPROVED

Dr Radcliffes School - tree work - APPROVED

5 Grange Park - tree work - APPROVED

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

Cheque No	Payee	Detail	Amount
200640	M Mason	Apple Press	726.10***
200641	Bob Bickley	Grass cutting x 2	570
200643	Ryan Kilby	Playground maintenance	236
200644	AON	Additional premium	26.50
200645	Richard Preston	Reimbursement	10.00
200646	AC Maintenance	VH gutters	60.00
200647	SA Allotments Soc	Water	47.19
200648	Cathy Fleet	Clerk Salary	217.82
200649	Cathy Fleet	Clerk expenses	48.30
200650	void		
200651	Julia Joyce	toilet cleaning	200.00
200652	M Mason	stain and seed for Millennium Park	34.26

*** cheque signed outside of meeting

It had been agreed at a previous meeting to use the services of John Harron for payroll services and was now formally proposed by Mr. Coley and seconded by Mr. Kewley .

The parish council had been awarded a New Homes Bonus of £1255 from CDC for use on a project to benefit the community and it was proposed that this should be put towards the SAVA Village Hall project.

05.13.17 AOB - Mrs Whybrew commented that some people in the village felt that the proposed sycamore stone was expensive. Mr. Kewley explained that a new stonemason had been found who had quoted considerably less than the original one.

Date of next meeting : 24th June 2013
The meeting closed at 9.11pm

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