

**Minutes of the meeting of the Steeple Aston Parish Council held on Monday 24th June**

**2013 at 7.30 pm in the Village Hall Committee Room**

**Present:** -Mrs Mason, Mr Preston, Mr Coley, Mrs Trinder, Mrs. McKinley  
Mrs Whybrew, Cllr Kerford-Byrnes, Cllr Arash Fatemian

**In attendance:** Cathy Fleet (Clerk) **Apologies** were received from Mr Kewley, Mr. Ferguson & Cllr Macnamara

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

**Minutes of the last meeting** held on 20th May 2013 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

**06.13.01 Public Participation :**

**Cllr Fatemian** introduced himself as the new County Councillor and explained that he is working as Conservative Councillor for Oxfordshire County Council along with 3 members of Independent parties (collectively known as the Conservative Independent Alliance). He is a governor of the Warriner school and has particular interest in school and transport. He will be booking drop-in surgeries for Deddington, Adderbury, Bodicote and Steeple Aston once a month. He was questioned about the recent OCC proposals on Home to School Transport Policy and responded by saying that the consultation is proposing to only pay for transport to schools closest to the pupil's home. Evidently The Warriner School, presently the designated secondary for the village, will not be the nearest. Mrs Mason requested that he keeps the PC fully informed of the progress of the consultation.

**Mrs Whybrew** reported that there had been demonstrations of the recently purchased apple press and that members involved with the apple press had been interviewed by Radio Oxford. There is a possibility that the press could be hired out to other organisations.

Cllr Kerford-Byrnes reported that the Local Plan is available on the CDC website with details of the planning policy and SHLAA.

**06.13.02 Clerk's Report -**

The matter of marker posts for the Town Well posts has been passed to Louise Wilson for further investigation

Fenway Flood reported Ref 360979

Toilet has been painted - thanks were expressed to Ryan Kilby for his good work.

Grasscutting and weed spraying has been carried out

**06.13.03 Matters Arising**

The Rife Plank bridge has still not been replaced and there has been no further information from Sarah Aldous OCC. Clerk to forward information to Cllr Fatemian and Mrs. Mason to contact Sarah Aldous.

**ACTION CLERK/MM**

The drinking fountain in the playground has been mended, but as yet the Clerk has been unable to find a carpenter to quote to box in the pipework. Clerk to chase **ACTION : CLERK**

**06.1.04 Highways/Footpaths -** The build-up of debris remains on Water Lane - Cllr Fatemian to investigate. **ACTION : AF**

Clerk has received the salt bag proforma from OCC and it was decided to accept the offer of free salt (in bags) to be delivered to the village hall. Clerk also to ask grit bin monitors to replenish stocks from existing supplies as soon as possible. Mrs. Mason to supply Clerk with current list of monitors. **ACTION : CLERK /MM**

The Beeches is still in a poor state of repair with no remedial work having been done. Clerk to chase **ACTON : CLERK**

Grasscutting - There was some concern reported that the standard of grass cutting around the village was not up to standard, with some areas not strimmed, some road edges left ragged, the Tchure not cut and grass cuttings not being removed from gutters or steps.. Mrs Mason to speak to Bob Bickley. **ACTION : MM**

**06.13.05 Website -** The minutes of the website meeting were received. They are still seeking an additional member with technical knowledge. The next meeting is in August.

**06.13.07 Meetings -** Mr. Preston and Mrs McKinley had attended the CDC Parish Liaison Meeting and presented their report which is attached to these minutes.

There is an OALC meeting on 1st July which Mr. Coley and Mrs Mason are planning on attending.

**06.13.08 Play Area** - Trevor Stewart is planning to attend to outstanding matters in the playground next week. Clerk to contact him copying in Mr. Preston to ensure that work is carried out. Ryan continues to maintain the playground in an excellent condition and has recently repainted the toilet and strimmed the nettles in the cycle track area. Clerk to write expressing appreciation.

**ACTION : CLERK**

The question of dogs in the playground was discussed and it was decided not to place notices in the Playground.

The notice forbidding dogs in Pocket Park has been removed. Clerk to replace

**ACTION : CLERK**

There has been considerable discussion on the website regarding the possibility of installing a skateboard ramp within the village. After further discussion Councillors stand by their previous decision that it is not viable to have a skateboard ramp in the village.

**06.13.09 Cricket Pitch proposal** -The cricket team are still investigating the possibility of having a cricket pitch on Robinsons Close. Peter Higgins will be attending the next S&R meeting and it believed that he has provisionally secured grant funding for 1/2 the amount required.

**06.13.10 Village Hall** - The extension is progressing well with the new gas meter having been installed and the toilet level completed. The Deed of Variation has been agreed, signed and forwarded to Viridor's solicitors..

**06.13.11- Risk Assessment** - The Risk Assessment has been amended and subject to minor alteration it was proposed by Mr. Coley and seconded by Mrs McKinley that it be adopted.

It was agreed that Clerk should purchase an additional memory stick for back up purposes which will be held by Mrs Mason

**ACTION : CLERK**

**06.13.12 - Conservation Area** - Following a letter received from OCC regarding the Conservation Area, Mrs Mason to ask Martin Lipson if SAVA could help in compiling a report. To be placed on July's Agenda

4 Paines Hill - A property which has been empty for many years is in a poor state of repair has seen no improvement despite the owners' assurances that they would attend to it. Clerk to again contact Caroline Arnold at CDC and Cllr Kerford-Byrnes to speak to Bob Duxbury

**ACTION : CLERK/MKB**

**06.13.13 Toilets/Cleaner** - The toilets have been repainted by Ryan Kilby. Julia Joyce reported to Clerk that the recently installed hand dryer was not working. Alistair Ross, electrician, investigated and found that a piece of tin foil had been placed below the sensor rendering it inoperable. It is now working perfectly.

**06.13.14 Allotments** - Work has been carried out on the recreational area of the allotments. Mr. Preston reported that he had attended a meeting with Deddington Allotments and that their committee clear unused site before offering them for rental. Their Parish Council monitor and deal with unused sites.

**06.13.14** - Correspondence - Correspondence lists were circulated and discussed.

**06.13.15 Planning** -

The Old Forge South Side - APPROVED

13/00740/F Heyfordian School Trust - Change of use of buildings

**06.13.16 Affordable Housing** - Nothing to report

**06.13.17 Finance** - It was **RESOLVED** to accept the following Accounts for payment, proposed by Mr. Coley and seconded by Mrs Trinder :

Cheque No	Payee	Detail	Amount	
200654	British Gas	Village hall	£682.50	****
200655	Tozers	Land Registry fee	£130	****
200656	VOID			
200657	John White	key for toilet	£6	
200658	M Mason	paint etc	£44.49	
200659	AON	Additional premium	£31.23	
200660	R Staig	Sycamore in preschool	£250	
200661	R Staig	Pocket park etc	£295	

200662	Viking	envelopes etc	£38.95
200663	SAVH	hall hire	£65
200664	Granary	Website	£71.99
200665	R Kilby	Playground maintenance	£281.98
200666	R Bickley	Grasscutting+ weeds	£720
2500667	Cathy Fleet	Clerk salary	£217.82
200668	Julia Joyce	Toilet cleaning	£200
200669	Spratt Endicott	legal fees	£300
200670	CDC	Building regs fee	£426

\*\*\*\* cheques signed outside of meeting

Clerk reported that the Accounts are currently with Helen White for Audit and that they will be available for approval at the next meeting.

Clerk has transferred £20,000 into the current account from the Deposit account in anticipation of payment having to be made to Kevin Brooks for the village hall extension.

It was confirmed that John Harron will run the payroll and within the clerk's existing (quarterly) salary, a payment of £23.50 is to be regarded as home working expenses and this element of pay will not be subject to tax or NI considerations. All other direct expenditure incurred by the clerk (printer inks/postage etc) will continue to be settled by cheque (outside any payroll considerations)

**AOB**

It was reported that at the request of the Parish Council, Oxfordshire County Council have arranged for a late night bus to Steeple Aston from Oxford. This is the Thames Travel 25A service to Bicester which will *on request upon boarding* divert from Lower Heyford to Steeple Aston arriving at about 23.55. It leaves, *Fridays and Saturdays only*, from outside Debenham's at 23.20 from the same stop used by the S4. Unfortunately S4 tickets are NOT valid and so a single ticket will have to be purchased (or a concessionary pass used), but much cheaper than a taxi. The recent transport survey showed there was demand for a late night bus. It was not possible to provide a late night S4 but the Parish Council hopes this diversion of the 25A will be used.

**Date of next meeting : 15th July 2013**

**The meeting closed at 9.46pm**

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

Attended by Richard and Clare

### Finances

£100million reserve pre 2008 now dropped to £40million in the bank. The other £60 million now 'invested' in projects such as Bicester centre.

Business rates: currently all go to central gvt. In future a percentage to be retained by district councils. Therefore all parishes urged to include business areas in the Neighbourhood Plan.

### Cherwell Community Land Trust ( registered with FSA):

Support for local communities to develop affordable housing and other community assets e.g. village hall, sports field, pubs, renovations where disrepair etc..

The housing part is called 'Build!' CDC will buy the exception site and own the land till building complete. Will also arrange mortgages. Then owner/builder/tenant repays CDC. Currently budgeted for 100 homes. Scheme should regenerate from subsequent income. Homes to be self build as far as possible but to standards set by surveyors and mortgage lenders. Homes for outright sale/shared purchase ( household income less than £60k) /rent. Owners/tenants must live or work in Cherwell area. Three approaches: serviced plot/watertight shell' /self finish.

Apparently, CCLT is 'working alongside Sanctuary' and other Housing Associations and CCLT see no conflict.

### Neighbourhood Planning

Local Plan about to be confirmed. Neighbourhood Plans will form part of the statutory Local Plan. Advice on different effects of Parish Plans and Neighbourhood Plans from Nick Cardnell, Policy Planner.

### Council Tax and Parish Precepts

Apologies given for lateness of documents this year - due to lateness of policies from central gvt.

New Homes Bonuses Now in Year 2 of 6- year programme. Any new homes attract the bonus and will continue to receive it each year till the end of the programme. PCs urged to build in this period, esp. where planning permission already exists. Bonuses under £2k awarded automatically. Above that, PCs have to request from CDC.