

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 16th June 2014 at 7.30 pm in the Village Hall Committee Room**

Present: - Mr Coley (Chair) Mr. Preston (Vice Chair) , Mrs Trinder, Mr Ferguson, Mr. Lipson, Mrs. Wright, Cllr Kerford Byrne,

Member of the public : Mrs. Bulleyment, Mr. & Mrs Hallam, Mrs. Vallis

In attendance: Cathy Fleet (Clerk)

Apologies were received from Cllr Macnamara, Cllr Fatemain

Declarations of Interest : Mr. Preston declared an interest in the Village Hall, Conservation Issues and the tree survey in Millennium Park . Mr. Lipson declared an interest in the Village Hall and SAVA. Mr. Ferguson declared an interest in Conservation matters and Mrs. Wright declared an interest in Conservation Matters.

Minutes of the last meeting held on 16th May 2014 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

06.14.01 Public Participation : Mr. & Mrs Hallam and Mrs. Vallis wished to comment on the Jubilee Close Planning application which is covered later in these minutes. Mrs. Hallam also wished to comment on the Affordable Housing which is also covered later in these minutes.

06.14.02 Clerk's Report

Bollards by town well - Councillor's fund - Cllr Fatemain has agreed to fund - it was agreed that Clerk should speak to Cliff Monger and obtain accurate quotes for both the Town Well Bollards and the wooden bollards outside the shop

ACTION : CLERK

Grasscutting - covered later in these minutes

Beech trees on Heyford Road - do not require cutting at present

Tree inspection report - Bob Staig is unable to carry out so Mr. Preston to contact Steve Napier

ACTION : RP

Dog poo - particularly bad on North Side and The Tchure - Reported to CDC Ref: Joanne

Unemptied bins - reported to CDC Ref 101000610874 - have not been emptied

Dead bit of tree Fenway/Northside/Water Lane reported Ref: 101000610876

Re-siting of noticeboard - needs to be done ideally by end of June

ACTION : RP/JC

06.14.03 Village Conservation matters - Mr. Lipson had previously circulated a paper regarding the draft Conservation Area Appraisal which was particularly concerned with windows on certain properties in the village. It was agreed that information leaflets would be included in the Welcome Pack for new residents and that in future Mr. Lipson would be the lead councillor for all matters concerned with conservation issues. The subject of Local Heritage Assets was also discussed and it was agreed to refer this to a sub-committee comprising Martin Lipson, Richard Preston and Helen Wright, which would report back with its recommendations.

06.14.04 Appointments to Village committees - It was agreed that Mrs Wright would represent the parish council on the S&R committee and the website committee and that Cathy Fleet would be the representative for the Village Hall committee.

06.14.05 - Affordable Housing - There was considerable discussion regarding the allocation of houses in Coneygar Fields including input from members of the public, who are unhappy that of all the houses only 3 to date have been allocated to residents of Steeple Aston. It is an opinion shared by the Parish Council and will be brought up at the CDC Parish Liaison Meeting on 18th June. It was also reported that the footpath to the road is extremely dangerous and that there are children riding bikes on it in a way in which it is feared an accident will occur. The hedging needs to be cut to minimise this risk .Clerk to contact CDC

ACTION : CLERK

06.14.06 - Sycamore Stone - Work on the stone is on-going and will be ready for installation in July.

06.14.07 - Churchyard upkeep - Concern was expressed that not all areas of the churchyard grass is cut despite the fact that the PC makes a considerable contribution to the cost of grasscutting. JC to clarify areas which should be cut.

ACTION : JC

06.14.08 - Standing Orders - The Standing Orders require updating and will be discussed at the next meeting

06.14.09 - Planning :

14/00261/F 13 Grange Park 2SSE - APPROVED

14/00469/F Lermoos Harrisville, SSRE - APPROVED

14/00535/F Canterbury House 2SSE - withdrawn

14/00764/F Retrospective application for a 2.4m high fence - No objection

14/00811/F 18 Jubilee Close - extension to garage/workshop - There was considerable discussion regarding this application including input from members of the public. It was agreed that a response should be sent to CDC to the planning application on the grounds that the proposed garage is of an industrial scale and inappropriately large for a residential area and that the building would cause significant harm to neighbouring properties. In addition there was concern regarding the health hazard posed by fumes and the storage of propane and the increased noise.

ACTION : CLERK

06.14.09 Meetings - RP had attended and reported on the meeting held at Upper Heyford regarding the proposed Neighbourhood Plan.

JC had attended and reported on the OALC meeting.

06.14.10 - Highways & Footpaths - The stones around the Town Well have been reinstated. Clerk to obtain quote from Cliff Monger for a bollard there and also a wooden bollard outside the village shop.

ACTION : CLERK

The overhanging foilage outside the New Manor House on Heyford Road opposite the Old White Lion is still causing problems despite letters having been written to the occupiers. Clerk to contact CDC who may charge the owners to trim it back.

ACTION : CLERK

The installation of the bin near the shop is in hand

ACTION : RP/JC

The post box near Bradshaw Close has become wobbly and may need a new pole. Clerk to Contact Royal Mail.

ACTION : CLERK

06.14.11 Play Area - Ryan has re-stained the picnic tables and strimmed the Bike Trail and the area continues to be well used and well maintained.

06.14.12 Toilets/Cleaner - Chris Hawes has mended the lock on the toilet door and is to be asked to look at the timer on the door. Letter of thanks to be sent.

ACTION : CLERK

06.14.13 Allotments - A letter had been received from Vaughan Billings along with a letter from the Diocese regarding damage to a wall which may be due to the large tree owned by the PC. Vaughan is to be asked to provide evidence that the tree has caused the damage and to establish ownership of the wall.

ACTION : JC

06.14.14 Correspondence - Correspondence lists had been circulated and discussed

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

Cheque No	Payee	Detail	Amount
200771	S&R	Hall Hire	16.50
200772	BR Coaker	VH concreting	270.00
200773	Cathy Fleet	Clerk salary	226.82
200274	Barbara Brewer	Reimbursement (VH drain)	25.00
200275	VOID		
200276	Ryan Kilby	Playground maintenance	279.48
200277	Julia Joyce	Toilet cleaning	VOID
200278	M Probbitts	grasscutting	VOID
200279	Cathy Fleet	Clerk expenses	21.99

A vote of thanks was made to Stuart Walton who undertook the unenviable task of clearing the drain outside the village hall which was blocked. He has been given a gift by way of thanks. Clerk to write a letter

ACTION : CLERK

Date of next meeting : 14th July 2014

06.14.16 Resolution to exclude public and press - It was resolved that members of the public and press be excluded from the meeting for the consideration of the item on co-option of a new Parish Councillor, which involves the likely disclose of confidential personal information as defined in the Local Government Action 1972, Schedule A

There was considerable discussion regarding the 4 candidates who were nominated for co-option and it was decided that the most suitable candidate was Rose MacCready and she was duly appointed Parish Councillor. Clerk to write to all candidates **ACTION : CLERK**

The meeting closed at 10.10pm

Signed Mr. J Coley (Chair) Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
06.14.02	Resiting of noticeboard	JC/RP
06.14.05	Clerk to contact CDC re trimming hedge by path on Coneygar Fields	Clerk
06.14.06	JC to clarify areas of churchyard to be cut	JC
06.14.09	Clerk to lodge objection with CDC to planning application	Clerk
06.14.10	Clerk to obtain quotes from Cliff Monger for bollards	Clerk
06.14.14	Clerk to contact CDC re overhanging foilage	Clerk
06.14.14	Bin to be sited near shop	RP/JC
06.14.14	Clerk to contact Royal Mail re postbox	Clerk
06.14.12	Clerk to write letter of thanks to Chris Hawes	Clerk
06.14.13	JC to speak to Vaughan Billings re tree	JC
06.14.15	Clerk to write letter of thanks to Stuart Walton	Clerk

