

**Minutes of the meeting of Steeple Aston Parish Council held on
Monday 20 July 2009 at 7.30pm in the Village Hall Committee Room.**

Present:– Mrs Mason- Chair, Mr Preston, Mr Coley, Mrs McKinley & Mr Ferguson and 4 members of the public Mrs Whybrew, Mrs S Heyne, Mrs D Smith & County Cllr R Jelf.

In attendance: Mrs Lee (Clerk).

Apologies were accepted from Mrs Trinder and Mrs Willatt.

09.45 Declaration of interests – Mrs McKinley - personal & prejudicial interest in Affordable Housing.

09.46 Minutes of the last meeting – Monday 15 June 2009 - it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

9.47 Public Participation –

Mrs Smith raised the suggestion of installing portable lighting around the MUGA for use in youth club sessions. Decisions would need to be made re the supply of electricity/ form of lighting – rechargeable/ cabled etc and the number of light units needed. The PC & Mrs Smith will investigate further and **Clerk** to place on September agenda.

Mrs Heyne raised the possibility of a mobile phone mast in the village to improve reception. The PC advised that it was up to the mobile phone companies to offer a site within the parish and the suggestion of the PC contacting providers was made. It was agreed to place this on the next agenda.

Mrs Heyne also suggested WiFi being introduced to the village.

09.48 Clerks report

Village hall sign	Finger posts on order – within next month for delivery.
Dickredge	Potholes reported to OCC – have filled holes at the end of Lane the rest of road is to be resurfaced – as yet no date due to lack of funding.
Bus shelter light	Written to OCC re less obtrusive light – will inspect and alter to better lighting (March 2009) – chased re update.
Shepherd Hill hedge	Quotes received and it was RESOLVED to accept Quote A & the quote for fence works – Clerk to instruct contractors at a total cost of £1100.
Village street lights	OCC are carrying out a cost exercise to advise how much would be saved – awaiting parish plan results to respond fully
Charter	Arranging a meeting with Charter Village Voices co-ordinator – written to Charter as yet no response
Doctor’s transport	Awaiting response from BCTA re meeting with Doctors – Cllr McNamara is investigating way forward & this will be discussed at BCTA AGM
Traffic lights/30mph signs covered with vegetation	Requested OCC to clear - completed
Dr Radcliffe’s hedge	Requested clearance of overgrown hedge – completed
Grass outside shop	Discussed with shop and grass has been cut. Suggestion of grit bin being sunk into area from resident – it was felt that the bin did not need any further work.
Notice board opposite Church	Glass has fallen out and smashed – on agenda

9.48 Highways –

- There was concern expressed re the reinstatement of the lay by on the Beeches after Reach Active have completed their cabling works – **Clerk** to contact OCC & express concern.
- The grit bin opposite the end of Grange Park has been moved – **Clerk** to discuss with OCC as no longer sunk in the verge.
- Weeds along Northside – raised footway need attention – **Clerk** to arrange with contractor to spray the whole village ASAP and for the ash trees by the wooden bus shelter at the top of Bradshaw Close to be removed.

Cllr Jelf advised that Cllr Rodney Rose is the new OCC Cabinet member for Highways.

09.50 Planning

Applications

- 09/00800/F 4 Grange Park – Side & rear extensions – **no objections**
- 09/00811/F 18 Grange Park – Cement and sand render to all elevations with some cedar boarding to the front elevation – **Objections under policy D6(i) of the CDC non-statutory Local Plan as the parish council feel that cement and sand render applied to all elevations would be totally out of character with the surrounding properties. At present this property is a brick house with wood board detailing which has been substantially enlarged as a result of recent permissions – Grange Park is a self contained estate and , whilst not in the Conservation Area, is a good and now mature example of 1960/70's estate building. Though many of the houses have had alterations over the years the estate retains a strong visual integrity through the uniformity of the building materials which is appreciated by the residents and the parish council believe that this should be safeguarded.**
- 09/00777/F 101 Heyford Park, Camp Rd – Change of use to design office and light industrial workshop – **No objections**
- 09/00862/F & 09/00863/LB Holly House, South Side – construction of stone wall with gated access at side of property - **No objections**

It was **RESOLVED** that these were the responses of SAPC to CDC.

Granted with conditions

- 09/00528/F Mr T Taylor – Adjoining Brasenose Farm – Erection of farmhouse and garage
- 09/00548/F – Mr Caddick – 5 The Crescent – Front porch extension

09.51 Website – it was **RESOLVED** that the minutes of the meeting of 15 July 2009 be adopted. Clerk to discuss with OS the best way to purchase a 1:2500 map with Steeple Aston centered. **Action: Clerk**

09.52 Incidents Log – A burglary occurred between 9am and 5pm on Thursday 25th June in Nizewell Head. Item/s were stolen and the police attended the scene.

09.53 Emergency Plan – it was agreed that the emergency plan would be finalised by the end of September – the draft would be approved at the September meeting. Mrs McKinley would place an article in SAL for volunteers etc. **Action: Mrs McKinley**

The chair will discuss the possibility of defibrillator training and other first aid training with SE Ambulance Trust. **Action: Chair**

Clerk to ask Deddington Health Centre re the distribution of antiviral for swine flu. **Action: Clerk**

Flu Friend form to go in SAL if possible.

09/54 Play Area/Teenage facilities – Mr Preston updated the meeting on the plans for the new play area and the clearance of the old area.

Plans/grants – still awaiting CDC grant decision - promised for August 2009. ToE funding will be paid once the CDC funding is agreed – it was **RESOLVED** that the 10% monies (£1000) required by ToE would be paid as soon as the CDC monies were guaranteed. It was **RESOLVED** that the Clerk would pay installments as they become due for the play equipment etc in liaison with the Chair & Mr Preston. It will not be possible to reuse the swings at Nizewell Head as the timber was rotten - a quote of £1800 plus VAT has been received for the possibility of works at the Pocket Park. **Action: Clerk** – agenda September and a letter to all local residents to ask for their views.

Mr Bickley was thanked for all his help with storing old equipment etc.

Recycling bins – the Clerk is awaiting a response from CDC re the possibility of introducing a bin into the area – the cost/emptying of a bin was raised.

Playbuilder Contract– the contract has been signed and returned to OCC and £44,700 received. It was **RESOLVED** that the Clerk should sign the contract and obtain the contractors signature ASAP.

Erection of bollard - it was **RESOLVED** that a removable bollard would be erected with a key for the Mobile Library & Village Hall committee with a chain welded on to prevent the bollard being removed at a cost of £126. **Action: Mr Preston**

09.55 Reports from Meetings – Chair & Mrs McKinley reported back on the Parish Liaison meeting. Clerk to obtain more information re the Parish Portal. **Action: Clerk**

09.56 Correspondence –

ORCC	Flu Pandemic event	To all emergency planning group – no takers
ORCC	New Rural Housing Enabler	Tom McCulloch in now in post.
CDC	Development Control Mtg	3 Aug in Fritwell – booked places for Mrs Mason, Mr Preston & Mr Coley.
BCTA	AGM – 30 July	Councillors will advise Clerk if they can attend
SAL	Thanks for grant	
Banbury & District Community Bus Project	Funding request	It was RESOLVED that no grant funding would be given.
CDC	Cherwell Sustainable Community Strategy	Clerk to ask for paper copies from CDC for compilation of response at September meeting
Oxon Highways	Speed Limits Review of A & B roads	It was RESOLVED to raise the issue of the possibility of a uniform speed limit on the A4030 through Lower Heyford.

Envelope – for distribution

CDC	Planning Futures
ORCC	Strategic Plan & Review
Stoke Lyne Play Area info	To Mr Preston for info
CDC	Parish Liaison Meeting notes
Carers Centre	Caring Matters
Clerks & Councils Direct	
Playing Field	1 copy to Mr Preston
CDC	Seniors Groups

09.57 Parish Matters

The Dickredge – OCC have advised that they are not prepared to consider any further works at the top of the Dickredge. County Cllr Jelf to investigate further and report back. The Chair will contact all the residents to update.

Action: Cllr Jelf & Chair

Bus shelter by White Lion – an increasing amount of graffiti plus issues with leaves etc in the shelter was reported. The bus timetable has been defaced. Clerk to ask Mr Probbitts for an estimate for clearing out the bus shelter when he is clearing grass cuttings from the area.

Action: Clerk

It was **RESOLVED** the Clerk would appoint a contractor within her delegated powers to paint this stone bus shelter interior - dark racing green

Action : Clerk

Notice board opposite Church – it was **RESOLVED** to accept the quote of £900 plus VAT from Greenbarnes providing the Clerk is satisfied that the resident is happy for the existing board to be replaced and that a contractor will be sourced to put the board in place.

09.58 Village Hall – there was no update.

09.59 Parish Plan – all plans have been distributed and are now being returned.

09.60 Finance

Accounts for payment

S Lee – contract for Playbuilder works with 528	£ 22.32
S Lee – July	£ 224.45
HMRC	£ 49.60
J Coley – parish plan – envelopes	£ 20.44
M Probbitts – grass cutting	£ 420.00
Nationwide	£9000.00

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

New Bank Account – the Bank of Ireland accounts are all closed and the balance transferred to the Co-operative Bank. The Clerk has met with the Royal Bank of Scotland but they were unable to furnish her with the appropriate forms - when received the Clerk to obtain signatures of all. The Clerk has written to Nationwide re the evidence submitted with the new account and they are trying to ascertain its whereabouts. It was **RESOLVED** to open a new bank account with RBS with £40,000 as soon as forms were received and completed

Power of Well Being – the Clerk advised of the new Power of Well Being and the Council **RESOLVED** not to adopt this at present but to wait until there was project they wished to work on that was out of their legal powers/duties.

University of Gloucester – Certificate in Local Policy – the Clerk advised of her successful completion of the first year of this course.

09.61 Affordable Housing – Rural Exception site – the notes of the meeting with CDC, ORCC had been circulated. There was no further update.

Date of next meeting –14 September 2009 7.30pm - **NOTE REVISED DATE**

The meeting closed at 10.15pm

Signed.....

Date.....

Items for next agenda – Notes from Calor Village of the Year – ideas re possible projects -Mrs McKinley