

**Steeple Aston Parish Council**  
**Minutes of the meeting held on**  
**Monday 19 November at 7.30pm in the Village Hall Committee Room.**

**Present** – Mrs Mason (Chair), Mr Coley, Mr Ferguson, Mr Hotston, Mrs D Willatt Mrs Lee (Clerk) & 1 member of the public.

1. **Apologies:** Apologies were received and accepted from Mr Preston & Mrs McKinley, District Councillor J McNamara & County Councillor R Jelf

2. **Declarations of Interest** – none

3. **Minutes of the last meeting on 15 October 2007** were unanimously agreed and signed as a true record.

**4. Clerks Report –**

Affordable Housing    Nicola Ball visit rearranged for Jan meeting

Dickredge footpath    Site visit 20 November 2.15pm – all neighbours advised and concerns  
Nizewell Head        passed on to OCC – several parish councillors to attend.

resurfacing            Works to be completed by Xmas 2007

Northside

Pavement              Marked up for some works rest for review in Feb 2008 by OCC

Welcome to village    Booklets have been left in the shop

Speeding                TVP will arrange for speed checks in the village on Paines Hill

Grange Park            Road signs to be repainted – not able to provide additional signage on  
spur road

                                CDC will take no action – Clerk to write to land owners and Mrs

Himalayan Balsam    Whybrew will add to SAL & website. **Action: Clerk & Mrs Whybrew**

Grass cutting         Tender documents have been sent out to 8 enquiries - agreed Mrs  
Mason, Mr Coley & Mrs Willatt to meet 5pm 4 December to discuss.

Blue Peugeot         Details passed to TVP and Caroline Brown has visited offender

Notice boards         Details obtained for precept meeting – Mr Preston to also investigate

Calor Village of the Year – thanks were offered to Jenny Bell, Margaret Mason & Richard Preston for all their hard work in completing the next stage.

**5. Public Participation – none**

**6. Highways –**

- Nizewell Head – see above
- Footway at top of Dickredge – see above
- Northside – see above
- Water Lane sign still missing & Fenway needs attention. **Action: Clerk**
- Clerk to advise WODC of issues re drainage on Rousham road at traffic lights & to ask WODC re planning permission for works at the Holt garage. **Action: Clerk**
- Clerk to request a road sweep once leaves have all dropped and also for work to be carried out on the Beeches to remove vegetation and earth from the road edges.

**Action: Clerk**

7. **Appointment of Dr Radcliffe's Trustees** – unanimously agreement to reappoint Mrs Helen Ross and Mrs Liz Nicholson as the Parish Council Trustees – Clerk to advise Mr N Roots, Clerk to Trust at Henmans. **Action: Clerk**

### 8. Teenage Facilities –

- Work on MUGA to commence on Wednesday 21 November - will be completed in 10 days to 3 weeks.
- Grass seeding carried out by Mr Preston – many thanks – on BMX track
- Planting has started and will be completed early December
- School nature club have been planting bulbs with Chair.
- Table Tennis table – unanimous agreement to proceed with purchase – will be placed on grass matting base and be fixed in position with sand ballast. Construction is fiberglass. Chair to proceed with order.

**Action: Chair**

- Further planting may be required around the Millennium Park and this will be reviewed as the works proceed.
- Official opening to be planned for around Easter time.

### 9. Website Advisory group –

- Planning to spend the communications money from Calor Village of Year award on IT courses for the village.
- Budget £100 for next financial year mostly for domain name
- Committee are looking into the use of an on line discussion board
- Welcome pack is now on the site as a PDF.

### 10. Sports & Recreation Building –

- No further news on roof or floor repairs.

### 11. Planning

#### Applications

- 07/02041/F Ranik Ltd & 2H Ltd – Heyford Park – renewal of 06/01742/F – **No objections.**
- 07/01612/LB - Mr & Mrs Henney Red Lion Corner House, South Side – Internal & external alterations to include replacement/renovation of windows, new window and replacement doors, internal shutters, new flue. Replacement guttering removal of existing carport. – **No objections**
- 07/01631/F Mr & Mrs Henney Red Lion Corner House, South Side. – New gates, stone piers and alteration to boundary walls **No objections however have concerns that**
  - if the external height of the boundary is higher than 2m it will radically alter the appearance of this area of the village
  - there are issues with regard to access to the rear of this property.
- 07/02101/F - & Mrs Spire – The Coach House South Side – Single storey rear extension **No objections.**
- 07/02243/TPO Mr & Mrs Damm 11 Grange Park – Crown lift secondary branching on Sycamore. Crown thin by 10% and reduce side branching close to house by 10% Oak tree. Subject to TPO 8/70. **No objections**
- 07/02291/OUT North Oxfordshire Consortium – Outline application for new settlement of 1075 dwellings together with associated work and facilities including employment uses, community uses, school, playing fields and other physical and

social infrastructure. **Circulated for comments.**

- 07/02267/F North Oxon Consortium – Continued use of buildings as depot for cranes – 324,327 and 328 Heyford Park – **No objections usual Heyford.**
- Heyford Park – applications for demolition of buildings – **to be plotted on map and circulated for comments.**

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

- 07/01781/F & 07/1780/F – Sensor technology –68 Heyford Park - change of use
- 07/01953/F Thames Valley Police Authority – Heyford Park use of building 100
- 07/012893/TPO – 10 Grange Park Thin crown of horse chestnut, fell holly
- 07/01883/F Integration Technology – Heyford Park continued use
- 07/01949/F – Heyford Park BOISE renewal of permission
- 07/02009/F South Central Ambulance NHS Trust – Heyford Park
- 07/01962/TCA – J Coley - Paines Cottage, Paines Hill - Reduce crown to 1 Eucalyptus tree by 80%
- 07/02084/TCA – Hook Norton Brewery – The Red Lion – Remove overhanging branches from Sycamore, horse chestnut and Maple trees.

**Refused** the following applications, refused planning permission were noted:  
07/01768/F – Terranova Lifting – change of use – Heyford Park

## 12. Incident Log –

- Sun 4 Nov – noise disturbance White Lion all afternoon & evening
- Bicycle chained to village map – Clerk to report to TVP. **Action: Clerk**
- Heyford Road bus shelter - Clerk to contact OCC requesting the light is switched off and for a new sign to be put on the post. Mrs Willatt to talk to a neighbour re suing power and electricity to pressure wash the walls. Clerk to ascertain if anti graffiti paint would be effective in the shelter. Clerk to ask Mr Bickley to remove ash tree by bus stop. **Action: Mrs Willatt & Clerk**
- Clerk to contact CDC re 4 Paines Hill as this has been empty for at least 8 years and is showing signs of deterioration. **Action: Clerk**
- Mr Billings was burgled for a second time this month.

**13. Play Area –** unanimous agreement to ask for the repair required on the senior swing to be replacement of the entire length of pole and not a bolt on as suggested. Mr Preston to arrange with Trevor Stewart on his return **Action: Mr Preston**  
Play area is otherwise in good condition.

## 14. Reports from Meetings –

- Parish Plan – notes circulated for discussion in January meeting **Action: Clerk**
- CDC Liaison Meeting – notes circulated

## 15. Correspondence – circulated

Correspondence For Action

CDC	LDF Consultation and questionnaire	Clerk to obtain copy to Chair
OALC	Winter General Meeting – 26 Nov	No takers for the meeting
OCC	Road Closure – railway bridge – 2//08- 31/3/08	All advised
CDC	Heyford Park demolition of certain buildings and removal of razor wire does not need consent.	Added to info on planning application
CDC	Strategic Housing Land availability Assessment	No land identified
	Affordable Housing – 2 possible sites have been identified	
Village Hall	Chair, Mrs Willatt and Mr Preston all identified as bar managers in Village Hall licensing policy.	Unanimous agreement

### Envelope – for distribution

Climate	Newsletter
OPFA	Membership
OCC	Youth Spotlight
CDC	Seniors Forum
ERHA	Annual report
ORCC	Changes Post office network
CDC	Notice of meeting - Standards

### 17. Finance

#### Expenditure

DLF Trifolium – grass seed BMX track	117.50
M Mason – bulbs	121.25
S Lee Banbury Gdn tender	143.76
BDO Stoy Hayward – external audit	370.13
Oxford Archaeology – teenage facs	887.13
S Lee – Nov pay, back pay, tender	251.45
Trevor Stewart Play Equipment	3428.65
R Bickley – land maintenance	315.00
Steeple Aston Village Hall	20.00

Mr Coley proposed payment of cheques Mr Hotston seconded – **unanimously approved and cheques signed.**

Income - none

**External audit** – The annual return has been unanimously approved and accepted by the Council following the satisfactory conclusion of the external audit.

2 issues were raised by the external auditors which require no action by the Parish Council

- The reworked figures for 2006/7 due to change in accounting system were correct
- The level of fidelity guarantee insurance should be reviewed – it was agreed to do this as part of risk assessment in the New Year. **Action: Clerk**

### 17. Any other business - none

### 18.Date of Next Meeting

Monday 21 January 2008 at 7.30pm

Finance meeting Monday 14 January 7pm

Meeting closed at 9.25pm

Signed.....

Dated.....