

**Minutes of the meeting of Steeple Aston Parish Council held on
Monday 16th November 2009 at 7.30 in the Village Hall Committee Room**

Present:- Mrs Mason – Chair, Mr Preston, Mrs Trinder, Mr Coley, Mrs McKinley, Mrs Willatt and 3 members of the public, Mr & Mrs G Hallam and Mrs. Whybrew. Cllr Macnamara joined the meeting at 9.15pm

In attendance: Ms Fleet (Clerk)

Apologies were accepted from Mr. Ferguson and Cllr Relf

Declaration of Interests – Mrs. McKinley declared an interest in Affordable Housing as her mother lives opposite the proposed site.

Parish Clerk - Ms Fleet, the new Parish Clerk, was welcomed and given the Contract which will be accepted and signed at the next meeting. A gift for Mrs Lee, the outgoing Clerk will be purchased in the near future. All donations will be welcome.

Minutes of the last meeting on Monday 16th October 2009 – it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

Public Participation - It was suggested that bags for the new composting recycling scheme should be available in 20,50 & 100 litre sizes at the village shop rather than just at major supermarkets. Clerk to speak to Raj
ACTION: Clerk

Clerks Report:

Bus Shelter – no further action has been taken

Shepherds Hill Hedge - John Whitworth has removed the hedge which revealed a lot of debris. Mark Probbitts had to clear and will remove the debris at a cost of a further £165 prior to erecting the fence. A quote of £244.20 had been obtained from Nicholsons for hedging. There was discussion regarding the Sycamore tree and it was decided that Mark would be asked to reshape it and it was not causing any danger to re-assess it in 5 years time.

ACTION: Clerk to ask Mark to re-shape Sycamore

Street Lights - no further progress

Charter – Clerk to chase Charter regarding meeting to be arranged with residents and members of Parish Council
ACTION: Clerk

Lay-by Reinstatement - All complete

Potholes - ongoing

Bus Stops - on-going

20 Bradshaw Close – ongoing

Dead Tree on 60 Foot - This has now been removed

Tree on Paines Hill - OCC to inspect

CDC Youth Activator - Mrs Willatt has forms regarding the youth activity programme and will follow up.
ACTION:Mrs Willatt

Highways

20 Bradshaw Close – overhanging tree is still causing a problem. Clerk to confirm letter has been sent to owner and if so to contact OCC after a period of 3 weeks.

3 Bradshaw Close - The Beech hedge is overhanging the pavement - Clerk to send letter to owner. It was agreed that it would be mentioned in SAL that if it becomes necessary for OCC to come and deal with overhanging foliage there would be a cost implication for the owners, in the hope that the owners would deal with the problem themselves.

ACTION: Clerk

Water Lane – erosion of footpath. Clerk to phone CDC Highways pointing out that there is a ‘trip hazard’

ACTION: Clerk

Beeches Footpath - Highways to be contacted regarding the dark path and overgrown saplings on the footpath on Heyford Road/Rousham Bridge pointing out that there is a safety issue as people are forced to walk in the road.

ACTION: Clerk

Sweeping of Beeches Road - Clerk to request that both path and road are swept clear of leaves and debris

ACTION: Clerk

Planning – The Clerk was granted authority to respond.

The following Planning Applications had been received.

The Parish Council had no objections to the following:

1 Bradshaw Close (porch extension)

Barn Cottage, North side (lopping of tree)

Enstone, Southside (amended plans)

Aston House, Cow Lane (First floor extension)

Integration Technology (continuation of use of buildings as offices)

Virador (notice of Refusal)

ACTION: Clerk

Website - No website sub-committee meeting had taken place since the last PC meeting

Incidents Log - The Parish Council is to record all incidents within the village. Clerk to advise Police of new contact details.

ACTION: Clerk

Emergency Plan - This has now been adopted and needs implementing. Mrs. McKinley, Mr Preston and Mr. Coley to contact all volunteers. Mrs. Trinder to co-ordinate First Aid Training.

ACTION : CM,RP & JC,MT

Play Area - Application has been made to draw down funds from CDC. The ROSPA report has been received and inspection of this and the site is to be made before payment is made. The grant from the Aiming High fund is in hand with possible early December payment. Allianz is happy with the ROSPA report. Equipment will be insured at a later date. **Clerk** to check excess on policy. Mr. Preston confirmed that Public Liability Insurance is at the correct level. Trevor Stewart is currently taking insurance responsibility for the main play area until it is finished which will hopefully be by Christmas. The Opening Ceremony will be discussed by the working party on Thursday 19th November.

ACTION:

Clerk

Youth Club Light - There will be a single light during specific times. Mr. Preston to arrange hard standing to accommodate light. YC leader has signed agreement under which lighting is allowed which includes notifying nearby residents. Light will be checked in 12 months time – Clerk to diarise for November 2010.

ACTION: Clerk, Mr. Preston

Toilets - Kevin Brooks has provided an estimate of £5000 to provide basic toilets. The question of maintenance and daily inspections will be discussed at the time of the Village Steward discussion.

Pocket Park - The question of funding from Charter was discussed. The sign and gate need to be replaced and it was questioned whether to go ahead with this or wait for possible funding. A quote for a gate is to be obtained from Trevor Stewart. Further discussion will continue at the next meeting when the proposed meeting with Charter should have taken place.

ACTION: Mr

Preston

Reports from Meetings

CDC Liaison Meeting - This was attended by Mrs Mason, Mrs. Willatt and Ms Fleet on 11th November. M.M. Circulated notes of meeting. Formal minutes will be available from CDC.

Correspondence

Public consultation re Canalside

Request for a donation from SAL of £500

CDC Complaints procedure – all agreed this should be adopted and it was duly signed by Mrs. Mason and Ms Fleet

Grass cutting - It was decided that no cut was currently needed but that an early cut in March would be arranged. All agreed that Mark Probbitt has done an excellent job this year and that the Clerk would write to thank him.

ACTION:

Clerk

Parish Matters

Mobile Phone Reception - There had been several emails raising concern over the health hazards of mobile phone masts in close proximity to houses. Discussion followed regarding possible legal action against the Parish Council if masts were requested from service providers. The Health Protection Agency have concluded that there is no significant risk to health. It was decided that service providers should be made aware of problems with reception but not asked to provide a mast. Kevin Larner at CDC is investigating.

Village Steward - It was agreed that a Village Steward would be desirable particularly as several volunteers have recently given up, but that the financial implications of employing a steward would be considerable. It was felt that the PC should seek the views of the village and a letter is to be put in SAL explaining the costs and inviting comments prior to the precept meeting in January when a decision will be taken.

ACTION: Mrs Mason

Footpath Review

The Beeches – the kissing gate is in bad condition

South end of the Tchure – the kissing gate has gone

Dickeridge gates are satisfactory

Mr Macnamara said that a grant may be available from CDC. Mrs Mason to investigate.

ACTION: Mrs Mason

WI Map - If the WI put in an application a grant may be available from Oxford Community Foundation. WI are to be advised to pursue.

ACTION: Mrs Mason

20MPH Speed Limit – Ralph Grant at the CDC Liaison Meeting had said that 20mph speed limits had been imposed in Oxford City and that once it had been evaluated it was possible that this would be rolled out in the villages next year.

Reports in SAL - There had been instances of readers commenting on reports of Parish Council meetings published in SAL. The editor has been asked to make it clear that published Parish Council reports are not minutes of Parish Council meetings, but notes and comments made by a SAL reporter.

Community Transport – Mr. Preston informed the meeting that there are occasions when villagers are unable to get to hospital appointments and community transport is routed through a London call centre and not always available. Tackley have been operating their own volunteer community transport service for sometime and it was decided to find out about their system.

ACTION: Mr. Preston

Broadband - It was reported that tests available on the internet are getting good results. There are no details of an upgrade available yet.

Allotments – Mrs. Mason attended the recent Allotments Committee meeting where the question of a water supply to the allotments was discussed. A Form of Tenure is not in place between the Diocese and the Allotments. Mrs Hallam has organised a meeting next Monday with Carter Jonas, the Agent for the Diocese, to clarify the Tenure of the allotments. Mrs. Mason is to attend this meeting.

Cllr Macnamara's Reports - Cllr Macnamara told the meeting that no action had been taken on Bicester South West, Gavray Drive or Bodicote housing but that major housing development at Yarnton would all be affordable housing. The proposed Incinerator has been turned down as has the Windfarm which was going to Appeal. He also said that the recycling of food waste was proving to be a success and that a Link Point to CDC will be available in the village shop.

Lime Trees on 60 Foot – A quote for crown raising the trees is to be obtained from John Whitworth

ACTION: Clerk

Builder's Public Liability – Kevin Brooks had provided details of his public liability which is £2million. He is to be instructed to proceed with the work once a breakdown of the work and a final figure has been provided.

ACTION: Clerk

Neighbourhood Watch - Mrs Mason read a letter from Roger Needle which he proposed to publish in SAL. He had done a survey regarding anti-social behaviour and the Parish Council are concerned about the contents of the letter and its accuracy. Mrs Mason is to contact Mr Needle asking him to remove one paragraph from the letter to avoid misleading readers.

ACTION: Mrs Mason

Seat and Tree at bottom of Paines Hill – are to be asked to inspect the tree with the intention that it may be replaced. Funding for a new seat and tree to be discussed at the precept meeting.

ACTION:

Clerk

Village Sustainability -Mrs. Mason has asked Mike McKinley to consider some simple ways in which the village could become more ecologically sustainable. He is prepared to share some ideas with the PC and will be invited to a meeting in the New Year. Kevin Lerner CDC has also been asked if CDC have a policy of encouraging villages to become more 'eco friendly'. He will report back.

Parish Plan – The first draft is almost ready.

Finance

The following accounts were approved for payment :

Mrs McKinley in settlement of invoice from Bicester Print	£186.07
Playsafety Ltd	£454.25
Playsafety Ltd	£ 72.45
John Whitworth Tree Surgery	£862.50
Trevor Stewart Play Equipment	£10,873.25
M & D Gardening Services	£930.00

The Clerk was asked to provide the paperwork for the new Bank Account for the next meeting.

Rural Exception Site - Chair has been updated by Mike Robinson (Carter Jonas) on progress on the proposed affordable housing site on Sixtyfoot. Agreement has been reached between the owner of the land, Cherwell District Council and Sovereign Housing the RSL for Sovereign to develop the site. Probably for 12 units of varying size. Plans are at present being prepared by Sovereign, and these will be submitted for planning approval to Cherwell District Council. When the draft plans are available the Parish Council and Sovereign will put them on display in the village, before the planning application is made. A meeting re: the proposed footpath has taken place recently between OCC Highways, CDC Planning and Carter Jonas. A site survey including a utilities search will be carried out on the site soon. Report of above to be put in SAL and on website.

ACTION - Mrs. Mason

Date of next meeting: 18th January 2009 at 7.30

Precept meeting 11th January 2009 at 7.30

The meeting closed at 10.35pm

Signed Date

AOB

4 Paines Hill - The house is in a dilapidated condition. It is not a Health & Safety or Environmental Issue. CDC have inspected and consider that it is no cause for concern.