

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 18th November 2013 at 7.30 pm in the Village Hall Committee Room**

Present: -Mrs Mason, Mr Preston, Mr Coley, Mr Kewley, Mrs Trinder, Mr Ferguson, Mrs McKinley Cllr Kerford Byrnes, Cllr Fatemain Mrs Whybrew,

In attendance: Cathy Fleet (Clerk)

Apologies were received from Cllr Macnamara

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

Minutes of the last meeting held on 21st October 2013 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

11.13.01 Public Participation : It was reported that the recently purchased apple press had been well used, very successfully, and had made a small profit. It was decided that the profit should be retained for the purchase of future consumables and that the enterprise should in future be self funding, although there is still some funding available from the original grant. A vote of thanks was made to Jen Cawood for her work on the project.

11.13.02 Clerk's Report

Toilet vandalism reported to police. Extra patrols being made

Chicken sheds change of use clarified as being for business/light industrial use

Pothole on Southside reported

Gritting clarified with Aon - wording on the letter was misleading

Straps for baby changing unit ordered

Soakaway for storm drain on Fenway being excavated by OCC Highways contractors

11.13.03 Matters Arising

A replacement litter bin is to be requested from CDC and Ryan to be asked to fix a post near Lawrence Fields to attach the bin to.

ACTION : CLERK

A further letter is to be sent to Hugh Potter regarding Rifle Plank bridge

ACTION : MM

A large broom to be purchased for Ryan

ACTION : CLERK

The school bus proposals are in consultation. Cllr Fatemain will be making representations

The funding for the town well marker posts has been signed off and the posts should be reinstated imminently.

11.1.04 Highways/Footpaths - Leaf sweeping has been carried out around the village, but Fir Lane and Water Lane has yet to be completed. Clerk to monitor situation and ensure that footpaths are included in the leaf sweeps..

ACTION : CLERK

Overhanging foliage on Water Lane needs cutting back

ACTION : CLERK

Silt and debris on Water Lane is causing a hazard, particularly for cyclists. Clerk to again report to Highways

ACTION : CLERK

The building work at The Old Forge does not appear to comply with the Planning Permission, in that no mention was made of a new driveway and exit onto Heyford Road, and there were discrepancies on the planning check list. MK-B to investigate

ACTION : MK-B

11.13.05 Website - No meeting had been held in the last month

11.13.06 Meetings - A report was provided on the Parish Liaison meeting :

1. More than a 2% council tax increase would need a costly referendum. If the tax is not increased central government give a 1% increase. CDC can maximise tax potential by increasing houses and businesses. CDC are not likely to raise the Council Tax

2. As joint working with Northants appears to be working well, collaboration with Stratford District Council is now being considered

3. The new homes bonus is on-going. S.A. is likely to benefit from this next year.

4. The new CDC Local Plan is now being prepared for the Examination in Public, probably in Spring 2014. CDC believe that they now have a 5 year land bank which should avoid planning decisions being overturned by central government.

5. BT have been awarded government funding for Oxfordshire's rural broadband contract. They assume that 90% of properties will get the upgraded service. European funding is not possible. The BT map, not yet definitive, produced shows S.A. bisected with only one half within the area designated for improved service. Some villages have extended their coverage by contributing

finance. Kevin Larner CDC is compiling facts re: Broadband and mobile coverage and wishes villages to report to him. **ACTION: D.K.**

6. A register of Assets of Community Value is being compiled by CDC and parish councils have the right to nominate buildings/land as community assets

11.13.07 Play Area - Ryan continues to do an admirable job of keeping the play area safe and tidy. A new large broom is to be purchased for him. It was decided a leaf blower would not be recommended.

11.13.08 Village Hall - Yellow lines are still required around the kitchen entrance to the hall. Deddington Depot had been contacted but are unable to assist.

No final account for the SAVA building work has yet been received from Kevin Brookes.

11.13.09 Allotments - A revised tenancy agreement had been provided by the Allotments Association detailing the use of water and the keeping of animals. A beehive will be kept on the allotments in 2014

11.13.10 Toilets/Cleaner - The new straps will be fitted to the baby changing unit when they arrive. Clerk to check with Julia if the timer on the door is locking at the desired time.

ACTION : CLERK

11.13.11 Sycamore Stone - A donation of £82.50 had been received from the website committee making the total in the fund £1918.50. Mrs Mason and Mr. Kewley had met with Bernard Johnson, the sculptor, and the churchwardens. The site has been identified and the Faculty will be applied for in December.

11.13.12 - Conservation Area Appraisal - The PC are working with SAVA to reach agreement on the items in the Conservation Area Appraisal document drawn up by CDC. The main issues to be agreed are whether the village entrances, i.e Sixty Foot, Fir Lane, Heyford Road and Fenway, should be included, also the wall by Bradshaw Close, the grounds of Whitsun House, Grange Lea and significant structures such as the town well and the stone paving. Clarification of the use of Article 4 is required.

ACTION : M.M.

11.13.13 - Grass cutting contract - It was decided that the ground is too wet to warrant a further cut of the grass this year. Clerk to update existing tender documents and invite tenders for the contract for the next 3 years.

ACTION : CLERK

11.13.14 - Correspondence - A letter had been received requesting nominations for the High Sherriff's award and one individual was suggested. It was agreed to nominate this person, whose identity would not be made known at present, and Mrs. McKinley to collect anecdotes and make the application

ACTION : CM

11.13.15 Planning - 13/00281/TCA Tree work @ Canterbury House - APPROVED

13/00300/TCA Tree work @ Cedar Court - APPROVED

13/01423/F SSR&R extension @ Dolphin End- APPROVED

13/01311/F SS link @ The Old Forge South Side - APPROVED

13/01648/F Rear extension at 25 Heyford Road - no objections

CDC BUILD project: The application for the self build project at The Crescent has been submitted and residents notified. One resident has shown interest in the project

Clerk is to contact CDC expressing concern that the application for change of use at the Old Poultry Farm was not sent to her and request that in future all applications on or near the border with Middle Aston should be sent to SAPC.

ACTION : CLERK

11.13.16 Affordable Housing - The development is progressing well. A progress report has been received from Carters and sent to SAL and the website.

There was some concern that the allocation procedure for possible tenants has changed, removing levels 4-5 from the Housing Register, which could result in local people not in categories 1-3 not being allocated housing and possibly non-local applicants having priority . Mrs Mason to clarify if the same rules apply to rural exception sites

ACTION : MM

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

Cheque No	Payee	Detail	Amount
200717	Oxford City Supplies	Toilet supplies	84.02
200718	SAVH	Hall hire	47.00
200719	Cathy Fleet	Clerk salary	217.82
200720	SAPC	transfer to nationwide a/c	30,000.00
200721	Cathy Fleet	Clerk salary	217.82 post dated
200722	RBL Poppy Appeal	Wreath	17
200723	Julia Joyce	Toilet cleaning	TBC
200724	Ryan Kilby	Playground maintenance	156.98
200725	Cathy Fleet	Clerk expenses	67.91

The Clerk was concerned, in the light of recent press reports, about the security of funds in the Co-Op bank and had done some research on the matter. It was decided that the bulk of the Parish Council money should be transferred to the Nationwide Account, the secondary Co-Op account closed and the existing Co-Op current account to be used for day to day matters only. Clerk to advise at next meeting as to action taken and current financial position.

ACTION : CLERK

Date of next meeting : The precept meeting will be at 8pm at the Court House on 13th January 2014

The date of the next PC meeting will be 20th January 2014

The meeting closed at 10.10pm

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