

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 17th November 2014 at 7.30 pm in the Village Hall Committee Room**

Present: - Mr Coley (JC) (Chair) Mr. Preston (RP) (Vice chair) , Mrs Trinder (MT), Mrs. Wright (HW), Mr. Lipson (ML),

Members of the public : Mrs Whybrew, PCSO Kidd

In attendance: Cathy Fleet (Clerk)

Apologies were received from Mr. Ferguson, Mrs McCready, Cllr Macnamara, Cllr Kerford-Byrnes

Declarations of Interest : Mr. Lipson declared an interest in the Village, Hall. Mr. Preston declared an interest in the Village Hall. Mr. Coley declared an interest in one candidate for co-option as a personal friend.

01.11.14 Minutes of the last meeting held on 20th October 2014 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

02.11.14 Public Participation : Mrs Whybrew pointed out that the vegetation around the bus shelter near Bradshaw close is very overgrown and causing problems. Clerk to obtain quote from Mark for cutting it down. **ACTION : CLERK**

PCSO Kidd was attending the meeting by invitation to make a presentation on the Community Speedwatch Scheme. He explained that Thames Valley Police (TVP) will work in conjunction with the parish council to train residents in the use of a hand held speed measuring device which the PC would have to purchase in order to record speeding vehicles. By recording the speed and vehicle details and feeding back to TVP , the police would then contact the driver. PCSO Kidd provided an information pack. To be further discussed.

03.11.14 Clerk's Report

Kerb Stone @ Fir Lane reported Ref 541954
Kerbstones @ Nizewell Head reported Ref 541957
Inspection cover damage @ Nizewell Head reported Ref 541958
Damaged pavement @ Nizewell Head reported Ref 951960
Unsafe pavement @ Southside reported ref 951961

04.11.14 Actions from previous meeting

Clerk to contact Sovereign to establish ownership of Coneygar hedge. Contact made, no definitive answer. Clerk to chase
Clerk to inform CDC of Mrs Trinder's resignation. Informed CDC and received response
Clerk to chase OCC re trimming footpath vegetation. Spoken to Cliff Monger - no action as yet
Clerk to instruct Mark Probbitts to fell the dead tree on Sixty Foot. Mark Probbitts will carry out work in the next few weeks
Clerk to contact other Clerks re bus service . Still outstanding
Siting of bins to be considered . The bin is to be sited at the bottom of The Crescent. RP to speak to the owner of 1 the Crescent
Clerk to obtain further quotes for flat roof repairs . 2 quotes received - awaiting 1 other
Power Outages - RP had spoken to SSE regarding recent power outages and was told that cuts have been experienced as a result of safety mechanism cut offs probably caused by

birds, trees, squirrels on the overhead lines. Was advised to report every incident no matter how small.

JC reported that he had spoken with Bob Duxbury who has confirmed that Planners will be happy to attend PC meetings and suggests that a meeting is arranged with other parish councils.

05.11.14

Highways/Footpaths

Grass cutting - RP spoke to Maurice Sheenan (Highways) at the Parish Liaison meeting (PLM) who confirmed that a 50% cut in the grant is likely and he advised either to budget for less cuts or raise the precept. CDC will advise of their decision ahead of the precept date. Clerk to monitor and chase if necessary .

ACTION CLERK

RP had spoken to Brendan Bodger (Highways) at the PLM regarding road cleansing who had advised that there is some dispute between OCC and CDC as to responsibility for pavements. Clerk to contact Brendan Bodger to arrange manual sweeping of Water Lane and Fir Lane prior to mechanical sweeper sweeping the road.

ACTION : CLERK

The Beeches footpath still has not been attended to.

The debris on Water Lane still has not been cleared.

The brambles on Fir Lane need cutting back.

Clerk to contact Cllr Fatemain and request that the above items be treated as a matter of urgency. Maurice Sheenan is aware and has said that if there is work for 2 men for 2 days it will be authorised.

ACTION : CLERK

06.11.14

Assets of Community Value

Discussion took place as to which village assets could possibly be registered and how the community would deal with running of, for example, the shop or the pub if necessary. It was decided to take no action until such time as it was felt a threat was likely of the loss of such an asset.

07.11.14

Complaints Procedure

The Complaints Procedure adapted from the NALC model had been previously circulated. RP proposed and ML seconded that it should be approved and adopted.

08.11.14

Website - Nothing to report as no meeting has been held

09.11.14

Meetings - Following a meeting regarding the Neighbourhood Plan, there were some concerns that the involvement of Dorchester Living could void any Agreement if it went to judicial review. RP proposed that a meeting of parishes is called to clarify the situation. ML suggested that an advisor on planning attends (e.g. from the Charitable Consultancy) . JC to contact Ian Corkin (Ardley in Fewcott PC) to asked for a meeting to be called.

ACTION: JC

JC had circulated a note of a meeting of the South East Region Councils Association Forum before the meeting. ML had also circulated a note about his attendance at the Parish Liaison Meeting and associated planning matters

10.11.14

Play Area

There had been growth of fungus in the playground which Ryan has removed. To be monitored and if re-growth occurs application of chemicals will be considered. The trees have grown since the installation of the wooden play equipment and the girth of the trees are applying pressure to the equipment. RP has not been able to contact Trevor Steward to ask him to remedy the problem. Clerk to try and contact Trevor.

ACTION : CLERK

- 11.11.14 Village Hall**
Further quote to be obtained for the repair of the flat roof. **ACTION : CLERK**
- 12.11.14 Toilets/Cleaner**
Nothing to report
- 13.11.14 Correspondence**
Correspondence lists were circulated and discussed
- 14.11.14 Allotments**
The following report had been received from the Allotment Society :
Since the purchase of our brush cutter/ strimmer members of the SACAA committee spent a morning clearing the undergrowth and preparing the ground along the lane in readiness for the arrival of our free hedging plants. We also cleared the area around the apiary and began work in the lower orchard. The plants have since arrived and last Sunday we held a working party to plant and stake them. We were due to have a group of Dr Radcliffe pupils to help plant the last few on Friday but the weather was too wet and we postponed- we hope to rearrange this sometime in the week. We are awaiting a delivery of free bark chippings so we can mulch around the plants and keep weeds under control. We also intend to plant some spring bulbs along the lane. Work will continue over the winter .
- 15.11.14 Planning**
14/00342/TCA Notice of Intent of treework @ Old Toms - APPROVED
14/01665/F Porch @ 5 Bradshaw Close - APPROVED
14/01748/F Agricultural building @ Brasenose Cottage
14/01798/F Wickhams, Paines Hill
13/01802/F Romani site @ Caulcott - It was unanimously agreed that SAPC will support Lower Heyford PC in their opposition to the appeal to this planning application
- 16.11.14 Affordable Housing**
- 17.11.14 Finance - RP proposed and ML seconded and it was RESOLVED to accept the following Accounts for payment :**

Cheque No	Payee	Detail	Amount
200815	B R Coaker	VH door repairs	35.00
200816	Ryan Kilby	Playground maintenance	156.98
200817	Royal British Legion	Poppy Wreath	17.00
200818	Julia Joyce	Toilet cleaning	160
200819	Cathy Fleet	Clerk expenses	11.50
200820	John Coley	expenses	23.20
SO	Cathy Fleet	Clerk salary	226.82

- 18.11.14 Co-Option of Councillor**
The co-option of a councillor was discussed. The statutory notice had been displayed and adverts placed on noticeboards and on the website and 3 people have applied in writing and been responded to by the Clerk. Clerk will invite all 3 to attend the next meeting to make a brief presentation during the public session, following which a secret ballot will be taken whilst still in the public meeting so that a decision is made.

Date of next meeting : 8th January 2015 at 8pm - Precept Meeting at Paines Hill Cottage

15th January 2015

The meeting closed at 2140

Signed Mr. J Coley (Chair) Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
02.11.14	Clerk to obtain quote from Mark Probbitts for cutting vegetation by bus shelter	Clerk
04.11.14	RP to speak to the owner of 1 The Crescent regarding siting of the bin	RP
05.11.14	Clerk to monitor grass cutting situation	Clerk
	Clerk to speak to Brendan Bodger regarding pavement cleaning	Clerk
	Clerk to write to Cllr Fatemain regarding cutting of The Beeches footpath, clearing debris on Water Lane and cutting of brambles on Fir Lane	Clerk
10.11.14	Clerk to contact Trevor Stewart	Clerk
11.11.14	Clerk to obtain further quotes for VH roof	Clerk
18.11.14	Clerk to invite 3 prospective co-optees to the next meeting	Clerk
09.11.14	JC to contact Ian Corkin to ask for a meeting to be called to discuss the Neighbourhood Plan	JC