

## Minutes of the meeting of the Steeple Aston Parish Council held on

**Monday 19th October 2015**

**Present:** - Mr Coley (JC) (Chair) Mr. Preston (RP) (Vice chair) , Mrs. Wright (HW), Mr. Lipson (ML), Mr. Ferguson (SF) , Mrs Rose McCready (RM)

**Members of the public :** Mrs Whybrew, Cllr Arash Fatemain

**In attendance:** Cathy Fleet (Clerk)

**01.10.15** **Apologies** were received from , Mrs Mulcahy-Hawes (BMH), Cllr Kerford-Byrnes, Cllr JJ Macnamara

**02.10.15** **Declarations of Interest :** Mr. Lipson declared a general interest in the Village Hall and SAVA. Mr. Preston declared a general interest in the Village Hall. Mrs McCready declared a general interest in the Allotments

**03.10.15** **Minutes of the last meeting** held on 21st September 2015 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

**04.10.15** **Public Participation :**

- Mrs Whybrew wished to discuss the overgrown foliage at 2 Grange Park which is minuted later in these minutes.
- Cllr Fatemain reported that he has now written to County Councillor Nimmo-Smith, holder of the Transport portfolio, with regard to the school crossing patrol and is awaiting a response.

**05.10.15** **Clerk's Report**

Water lane potholes reported ref 694119

Flagstones Water Lane/Fenway reported ref 694123/ 711916

Poppy wreath ordered

Letters written to VHMC & S&R re drains

**06.10.15** **Actions from previous meeting**

NO	ACTION	To be Actioned by
07.20.09	RMC to follow up on lollypop lady by drafting letter to Head of Dr Radcliffes for clerk to send ✓ <b>Clerk to send letter</b>	RMC
<b>07.09.15</b>	Clerk to instigate DBS checks ✓ <b>no further action</b>	Clerk
12.09.15	BMH to paint over graffiti in bus shelters ✓ <b>completed</b>	BMH
	Clerk to complete salt proforma and return to OCC ✓ <b>small bags will be supplied</b>	Clerk
	Clerk to report potholes ✓ <b>completed , awaiting action</b>	Clerk
	Clerk to write to residents regarding overgrown foliage ✓ <b>completed, no response as yet</b>	Clerk
15.09.15	RP to speak to Trevor Stewart regarding replacement trampoline ✓ <b>completed, TS to replace trampoline</b>	RP
	Clerk to speak to ROSPA regarding regulations concerning adult exercise equipment in a childrens play area ✓ <b>completed</b>	Clerk
16.09.15	Clerk to write to VH and S&R regarding drain blockages , suggesting the use of mechanical hand dryer ✓ <b>completed</b>	Clerk

**07.11.15** **Highways/Footpaths**

- No action has been taken on 2 Grange park overgrown foilage - Clerk to chase

- Clerk had received quotes from Mark Probbitts for :
  - a) Pocket Park hedges £170
  - b) Heyford Road hedges £140
  - c) cutting Sixty Foot £130
 It was agreed to accept all these quotes, ensuring that cutting would include behind the war memorial and that an additional quote for clearing the ivy around the Sixty Foot trees would be obtained.
- The results of the speed survey had been received from Highways and analysed by ML but seem a little ambiguous. Findings to be sent to Nigel Clarke from Highways and copied to Shaun Sullivan (TVP) for clarification and comment. **ACTION : CLERK**

**08.10.15 Website** - Bridget Lewis has offered her services for upgrading the website at no cost. It was agreed that this generous offer would be accepted and that an honorarium would be considered at a later date. The PC will continue to pay the hosting fee

**09.10.15 MCNP** - It was reported that the previously identified Clerk has withdrawn her application so another candidate is being sought. It is hoped that meetings of parishes to inform residents can be arranged simultaneously in February. The next meeting of the Executive is on 1st November.

**10.10.15 Meetings** - RP had attended a meeting of the OPFA and that in an attempt to raise their profile will in future email their newsletters to the Clerk for wider circulation.

**11.10.15 Play Area** - The regulations regarding installation of adult fitness equipment near a childrens playground have been clarified :

**General** - Fitness equipment is not intended for installation in the immediate vicinity of children's playgrounds in accordance with the EN 1176 series. If installed in connection with playground equipment, on playgrounds or similar installations, they shall be separated from general playing activities by an appropriate distance, fencing or other structural measures.

**Facilities** An information sign with the following minimum information shall be provided at fitness equipment facilities in an easily conspicuous form:

Fitness equipment facilities:

- equipment use for youth and adults or having an overall height greater than 1 400 mm only;
- read and follow the exercise instructions on the equipment;
- assurance about own medical safety before use;
- avoid over-exertion when using the equipment;
- general emergency telephone number;
- telephone number and internet URL to contact maintenance personnel;

It was agreed that the possibility of the installation of such equipment would be considered at a later date.

Fields in Trust are running a competition for the best Play Area for which Steeple Aston have been nominated.. Details of how to vote to be circulated to all, including Jenny Bell to put on the website. **ACTION : CLERK**

It was decided that no further action would be taken with regard to DBS checks.

**12.10.15 Village Hall** - A letter has been sent to the VHMC regarding the drain blockages which will be discussed at their next meeting.

**13.10.15 Sport & Rec** - John White had reported that the guttering will be mended at little cost. It was also reported that whilst the S&R committee are able to financially maintain the building, because of the recent loss of key football team members maintenance of Robinsons Close could become an issue in the future and that they are appealing for more members .

**14.10.15 Toilets/Cleaner** - Julia Joyce had reported that the toilet roll dispenser was broken. Clerk to arrange purchase of a new one. **ACTION : CLERK**

**15.10.15 Correspondence** - Correspondence lists were circulated and discussed  
**16.10.15 Planning**

15/00258/TCA Fell Ash tree @ Cridmond South Side-Approved  
 15/01626/HED Removal of hedges for pipeline  
 15/01328/F Chancel Cottage - REFUSED  
 15/01328/LB Chancel Cottage - REFUSED  
 15/00335/TCA Tree work @ Canterbury House

**17.10.15 Finance** - RP proposed and ML seconded and it was **RESOLVED** to accept the following Accounts for payment :

Cheque No	Payee	Detail	Amount
200884	Ryan Kilby	Playground maintenance	156.98
200885	Diocese of Oxford	Allotment Rent	200.00
200886	Cathy Fleet	Clerk expenses	73.42
200887	Mark Probbitts	grass cutting	285.00
200888	Julia Joyce	toilet cleaning	160.00

The Interim accounts were approved and signed by the chair  
 A meeting is being held on 9th November by OCC regarding likely cuts in the 2015/17 budget to include grass cutting, road repairs, winter maintenance and buses etc which will impact parish councils.

**Date of next meeting : 16th November 2015**  
**The meeting closed at 8.45pm**

**Signed .....** **Mr. J Coley (Chair)** **Date .....**

**ACTION LIST SUMMARY**

<b>NO</b>	<b>ACTION</b>	<b>To be Actioned by :</b>
07.11.15	Clerk to chase Highways for action on 2 Grange Park foilage	CF
07.11.15	Clerk to obtain clarification of speed survey results	CF
11.10.15	Clerk to circulate details of Fields in Trust nominations	CF
14.10.15	Clerk to purchase new toilet roll dispenser	CF