

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 24th April 2017**

This meeting was recorded and the digital recording will be stored on computer

Present: - Mr Coley (JC) (Chair) Mr. Preston (RP) (Vice chair) , Mr. Ferguson (SF) , Mrs Mccready (RM), Mrs Allen (AA)

Members of the public : Mrs Whybrew, Cllr Arash Fatemain, Cllr Mike Kerford-Byrnes

In attendance: Cathy Fleet (Clerk)

04.17.01 Apologies were received from Mr. Lipson (illness), Mrs Wright (holiday)

04.17.02 Declarations of Interest : Mr. Preston declared an interest in the Village Hall. a Planning matter and the tree report on the playground

04.17.03 Minutes of the last meeting held on 20th March 2017 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

04.17.04 Public Participation : Cllrs Fatemain and Kerford-Byrnes apologised for recent absences and said that due to Purdah because of the upcoming elections are unable to comment on some matters. Cllr Fatemain has requested that the route of the S4 bus through the village be resurfaced and if it is deemed necessary may take some time to action. He has also requested that action is taken on the clearing of debris on Water Lane

04.17.05 Clerk's Report

NO	ACTION	Update	To be Actioned by :
06.03.17	Cllr Fatemain to find out if any other local parishes use the GPC	See Agenda Item 8	AF
07.03.17	JC to establish costs for Badger Bookkeeping to carry out audit on policies and procedures	See Agenda Item 15	JC
09.03.17	Clerk to report potholes at Fir Lane, Southside and Middle Aston Road Cllr Fatemain to follow up with OCC the clearing of debris on The Beeches	Potholes have been marked up by OCC Still outstanding - AF to complete	CF AF
12.03.17	SF to find out if Dr Radcliffe's Trustees are progressing any tree work in Robinsons Close AA will investigate possible options of re-designating the Bike Trail to a wildlife area and report back to the next meeting	See Agenda Item 11 See Agenda Item 11	SF AA
14.03.17	RP to ascertain the work required to the S&R guttering and contact Brian Coaker to carry out the work	See Agenda Item 17	RP
15.03.17	Clerk to contact Sarah Packer who deals with the village hall bookings to see if she would be willing to accept deliveries of toilet supplies 2-3 times a year	Completed. Sarah is happy to accept deliveries	CF

- 04.17.06 Highways/Footpaths**
 Various potholes throughout the village have been mended by OCC, but not the awful road surface of Heyford Road. These potholes have been repaired in such a way that it is thought the repair will not last. Cllr Fatemain explained that the cold tar method used is experimental and is having mixed results, although the work is guaranteed by the contractor for 2 years so the situation should be monitored. It was suggested that links should be provided to OCC's Fix My Street in SAL and on the website for members of the public to use the facility.
ACTION : JW to write in SAL and CF to arrange for publication on website.
 The hedge from Shepherds Hill to Coneygar Fields needs cutting
ACTION : Clerk to ask Mark Probbitts to cut Shepherds Hill hedge
 The updated contract for the grasscutting grant of £925 had been received and was signed by Chair and Clerk.
 Planters have now been placed on the yellow hatched lines at Hopcrofts Holt garage to deter parking. thanks were expressed to Anna Allen who has planted and will maintain the planters .
 The hedge to Heyford Road/Lawrence Fields which Mr. Palmer had requested the PC to cut needs to be cut manually and not by machine. This hedge stretches from Lawrence Fields to the war memorial and includes vegetation behind the war memorial. Mr. Palmer's request was for the hedge to the right of the Lawrence Field entrance and it is thought that this is not the responsibility of the PC.
ACTION : JC to check on the original deeds ownership of the hedge
- 04.17.07 Speedwatch**
 It had been arranged to carry out a speedwatch on Paines Hill last week, but it was found that HW is in possession of the gun and is out of the country so it will be carried out on Thursday. HW has provided one quote for signs and will obtain more.
ACTION : HW to obtain more quotes for signs.
- 04.17.08 General Power of Competence**
 Further discussion took place regarding using the GPC with Cllr Fatemain reporting that Deddington use it but is a much larger council with differing needs and a much larger budget. Of the small local parish councils which use the power, none had any negative feedback. After much discussion a vote was taken on the proposal to adopt the GPC resulting in 2 in favour, 2 against and 1 abstention with the casting vote being against and it was therefore **RESOLVED** that the parish council will not adopt the General Power of Competence but will review the matter in 12 months time.
- 04.17.09 Website - Nothing to report**
- 04.17.10 Meetings - JC had attended a meeting of the SERC Forum and had circulated his report.**
- 04.17.11 Play Area**
 Bob Bickley had reported that the sand requires topping up and RP has asked Trevor Stuart to supply.
 AA has arranged for Bob Bickley to spray the nettles on the Bike Trail to kill them and has had a meeting with Nicholsons to formulate ideas to convert the area into a nature area to include new trees and shrubs. Nicholsons will report back

with plans and costings after which a decision will be made as to how to progress and fund. any possible scheme.

ACTION : AA to contact BBONT/school/Brownies regarding possible involvement

Kevin Preston had provided a report on the state of the trees in the playground, identifying some which require attention and has been asked by Clerk to provide a quote for the work.

ACTION : Clerk to obtain additional quotes.

04.17.12 Clerk contract & Job Evaluation

The Clerk's updated contract was signed by CF and JC and it was agreed that Bethan Osbourne's invoice for the Job Evaluation should be paid.

04.17.13 Internal Auditor

Helen White has withdrawn her resignation as Internal Auditor and it was agreed that she will again be appointed as Auditor with remuneration to be agreed upon completion of audit.

04.17.14 Review of Policies and Procedures

JC had contacted Badger Bookkeeping to request a quote for review of policies and procedures only and has had no response so it was decided that their services will not be pursued. JC will circulate current policies to councillors to review and update for approval at the next meeting.

04.17.15 Village Hall

Repairs to the porch have been completed. Whilst clearing the gutters to the VH the contractor had identified areas requiring attention.

ACTION : Clerk to request survey of whole guttering system from Alan Mitchell of Radcot Guttering

04.17.16 Sport & Recreation Centre

The reported leak to the guttering has not yet been identified as it has not rained.

ACTION : Once the leak is identified Brian Coaker to be asked to repair

04.17.17 Planning

17/00375/F Brasenose cottage - WITHDRAWN
17/00080/TCA Old Stables, Southside, treework - APPROVED
17/00387/TCA Felling of Sycamore 4 Grange Park - APPROVED
17/00367/F The Coach House, Southside - rear orangery
17/00428/F Mijas southSide - APPROVED

It was reported that the new TPO on the trees in Grange park is still in limbo with the deadline for decision being 5/05/17 but until then the old TPO still stands. No decision has yet been made by CDC on Chancel Cottage although the deadline has passed

ACTION: Clerk to find out what the delay is on the decision re Chancel Cottage

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

Cheque No	Payee	Detail	Amount
200986	Bethan Osborne	Job evaluation	75.00
200987	MCNP	balance due	31.00
200988	JB Window Cleaning	VH gutters	80.00

200989	Jillsons Plumbing	drinking fountain	84.00
200990	Granary Publications	website hosting	136.99
200991	SACAA	skip hire reimbursement	100.00
200992	Cathy Fleet	clerk expenses	27.71
200993	Mark Probbitts	2 x grasscut & weedspray	760.00
200994	Bob Bickley	Playground maintenance	125.55
200995	Julia Joyce	Toilet cleaning	360.00

Date of next meeting : 15th May 2017 - Annual Parish Meeting, Annual Meeting of the parish Council and Parish Council meeting commencing at 7.30pm

The meeting closed at 9.20

Other matters

MCNP

It was reported that following a review of policies by an examiner, it is necessary for a full review of all the policies which will be carried out at workshops in the coming weeks. There is a public meeting of the Forum to be held at Steeple Aston Village Hall on 17th May.

Barton Bus

Details of the proposed new timetable for Bartons Bus had been received,. It was agreed that the grant of £200 set aside in the precept should be paid to the bus company in support of their actions

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

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
04.17.06	<ul style="list-style-type: none"> JW to write in SAL and CF to arrange for publication on website details of Fix My Street Clerk to ask Mark Probbitts to cut Shepherds Hill hedge JC to check on the original deeds ownership of the hedge 	JW CF CF JC
04.17.07	HW to obtain more quotes for Speedwatch signs.	HW
04.17.11	<ul style="list-style-type: none"> AA to contact BBONT/school/Brownies regarding possible involvement in the Nature Area Clerk to obtain additional quotes for work to trees in playground 	AA
04.17.15	Clerk to request survey of whole guttering system from Alan Mitchell of Radcot Guttering	CF

04.17.16	Once the leak to the S&R guttering is identified Brian Coaker to be asked to repair	RP
04.17.17	Clerk to find out what the delay is on the decision re Chancel Cottage planning application	CF