

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 19th September 2016**

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

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

Members of the public : Mrs Whybrew, Mrs Lydia Powell, Mr Roy Kinch, Mr Andy Allen , Mr John White

In attendance: Cathy Fleet (Clerk)

09.16.01 Apologies were received from Mrs McCready, Mrs Mulcahy-Hawes and Cllr Kerford-Byrne

09.16.02 Declarations of Interest : Mr. Lipson declared an interest in the Village Hall. Mr. Preston declared an interest in the Village Hall.

09.16.03 Minutes of the last meeting held on 18th July 2016 were read and it was **RESOLVED** to accept these as a true record of the meeting and every page was signed by the Chair.

09.16.04 Public Participation : Mr Kinch and Mrs. Powell were attending the meeting out of interest. Mr Allen has requested that TPO8/1970 be discussed and this will be dealt with under Item 14 Planning . Mrs Whybrew wished to comment under Highways (Item 6) that over hanging trees are causing problems at 3 Bradshaw Close, Westfield (opposite Coneygar fields) and Water Lane (Sarah Lucas' property) and these matters will be dealt with by the clerk. Mr white was attending the meeting as representative of the Village Hall Management Committee (VHMC) and wished to report on the need for changes to external lighting to the village hall which is reported under item 10 Village Hall.

09.16.05 Clerk's Report and actions from previous meeting

NO	ACTION	Update	Actioned by :
06.16.07(2)	Clerk to contact Anthony Kirkwood to request an update on the question of land owned by OCC	See Agenda Item 7	CF
07.16.07	ML to product draft of Settlement Boundary map	completed	ML
07.16.12(1)	Clerk to contact Mark Probbits re weed spraying	completed	CF
07.16.12(2)	RMc to contact Anna Allen re gardening services	completed	RMc
07.16.13	Clerk to contact Debby Morris regarding yellow lines	In hand	CF
07.16.14	Clerk to complete MCNP spreadsheet	completed	CF
	Loose kerbstone in Lawrence fields reported Ref 756375		CF

09.16.06 Highways/Footpaths

Speeding - The Speedwatch scheme outlined by PCSO Kidd at a previous meeting has still not progressed, largely due to a lack of volunteers. After some

discussion it was decided that JC should approach the WI to see if they are willing to become involved.

ACTION : JC to contact WI to see if they would become involved with the Speedwatch scheme

Chris Hawes had reported that the bus shelter at Nizewell Head has been vandalized. He had priced materials required to repair it.

ACTION : Clerk to ask him to proceed.

OCC had installed speed recording devices on the B4260 and the B4030, the results of which had shown some speeding vehicles but not enough to warrant a reduction in the speed limit. Correspondence had been received from Anthony Kirkwood (OCC) in which he suggested that a better solution to the problem could be to install bollards on the forecourt of the garage to prevent parking and therefore increase visibility when leaving the garage. Some discussion took place as to who should fund the bollards (estimated at £1000) and it was agreed that ML should revisit the planning permission granted to try and identify where liability may lie.

ACTIONS : Clerk to request half payment of cost of speed recording devices from Bartons PC as agreed

ML to investigate the original planning permission granted

Overhanging foliage : Clerk to write to owners

Opposite White Lion
Bradshaw Close
Westfield
Water Lane

Clerk to report loose kerbstone outside Duckets House

Clerk to obtain quotes for crownlifting lime trees on Sixtyfoot

CDC have sent a survey to be completed regarding Green Spaces. RP will complete this and return this to Clerk for submission to CDC

ACTION : RP to complete survey and return to Clerk for submission to CDC

09.16.07 Website

The minutes of the website meeting held on 6th August were received. Clerk reported that she is now able to upload documents to the website and will include planning applications.

09.16.08 Meetings

No meetings had been attended

09.16.09 Play area/Teenage facilities

It was reported that a new Play Area Steward has been identified and that he has commenced work in the playground.

The ROSPA report has been received and it highlighted the Bike Trail as being high risk. The youngsters who originally built it no longer use it so the maintenance must be carried out by the parish council.

ACTION : Clerk to send the ROSPA report to the Play Area Steward and ask him to clear away any large stones in the Bike Trail area and also to trim the area.

A top up of bark is required.

ACTION : Clerk to remind Trevor Stewart

Dr Radcliffe's trust had contacted RP regarding the Tree survey which has been carried out.. This includes trees in the playground which are the responsibility of

the PC. RP has asked Dr Radcliffes Trust to identify the trees in question and seek quotes for the survey.

There had been an incident of vandalism in the playground when the glass canopy to the village hall kitchen was smashed and required replacement. This is being pursued as an insurance claim (the excess on the policy being £125 and the bill for glass being £250). There is also some graffiti on the toilet door and there were signs that fires had been lit in the playground. It had been suggested that CCTV might be installed in the playground to prevent further instances of vandalism, but it was agreed that this is not a course of action the PC wishes to take at present, particularly if a better external lighting system is installed around the village hall.

ACTION : Clerk to ask Chris Hawes if he can remove the graffiti

09.16.10 Village Hall

John White reported to the Council that the external lighting to the village hall is in need of updating. The lighting system has been added to over the years and is now considered to be over complicated with some PIPs (Passive Infra Red) failing thus creating a safety hazard. The VHMC have consulted an expert and a full specification has been created to include money-saving LED lights, some low level bollard style vandal-resistant lighting and high level floodlights to the car park. Letters of support have been obtained from many of the village hall user groups. John was seeking agreement in principal from the Council and permission to seek tenders on behalf of the parish council. It was **RESOLVED** that tenders should be sought by ML on behalf of the PC and return to the Council once figures have been received, after which the council will consider the figures and how to fund the project.

ACTION: ML to seek tenders for the electrical work on behalf of the parish council

09.16.11 Sport & Recreation Centre

HW reported that the Sport & Rec will be putting on a Celidh later in the year as a fundraiser. They have also requested that the leaking plastic guttering is attended to - HW to find out further details. The drinking fountain is still not functioning - Clerk to chase plumber who has inspected it.

09.16.12 Toilet

Nothing to report

09.16.13 MCNP

ML reported that good progress is being made and that the draft plan now has reached 58 pages and that there are about 24 people involved in working on it. The timing has slipped somewhat and will not now be submitted until March 2017. He suggests that SAPC hold a planning meeting in October to ensure all councillors are fully informed as to what is going into the plan.

ACTION : Clerk to circulate a Doodlepoll to identify a suitable date for a meeting

09.16.14 Planning

16/01217/F Duckets House - WITHDRAWN
16/01173/F 17 Bradshaw Close – APPROVED
16/00194/TCA Treeworks at Brookside Cottage
16/00349/F 28 Grange park - APPEAL DISMISSED
16/01428/F 15 Grange Park -SSFE & 2SSE
16/01458/F 9 Nizewell Head SSRE
16/01566/F 1 New Manor House - Installation of flue
16/01672/LB Canterbury House - Erection of summerhouse
16/00230/TCA fewlling of trees at Bladebone House, Paines Hill

The question of TPO8/1970 had been requested as an agenda item by Andy Allen. CDC had stated that a review of the Grange Park TPO would take place between June and October and as a result of a request by the Clerk had agreed that it would be treated as a priority. Nothing has happened and Andy Allen has emailed Caroline Morrey (CDC) at least 3 times and has received no response. It was agreed that the Clerk would email Caroline, copying in Andy Allen, Cllr Kerford-Byrne, Rhodri Jones (CDC Aboriculturalist) and Victoria Prentis MP pointing out the rudeness of not responding and requesting an update.

ACTION : Clerk to write to Caroline Moray

17.11.14 Finance

The clerk reported that the external audit had concluded successfully with the only advice from BDO being the receipt of grants being incorrectly recorded on the annual return. This will be noted for next year's submission.

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

Cheque No	Payee	Detail	Amount
200946	BDO	Audit fee	240.00*
200947	OCC	Speed Survey	240.00*
200948	Viking	Office Supplies	18.31*
200949	Playsafety	ROSPA Report	239.40
200950	Seldrum	Toilet Supplies	68.57*
200951	Thirsk	Payroll	47.25
SO	PWLB	Loan	1193.28
BACS	Anna Allen	Playground gardening	176.00
200952	Cathy Fleet	Clerk expenses	24.96
200953	Paul Turner	Glazing to VH roof	250.00
200954	Mark Probbitts	Grasscutting & weedspray	1505.00
200955	Diocese of Oxford	Allotment rent	400.00

* VAT reclaimable

Date of next meeting : 17th October 2016

The meeting closed at 9.37PM

Other matters (for information only)

JC reported that precepts for parish councils could be capped at 2% or £5 whichever is lesser and that any figures above this would necessitate the calling of a referendum, which would cost more than the 2%. At present this is only a rumour but OALC are actively lobbying against it.

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

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
09.16.06(1)	JC to contact WI to see if they would become involved with the Speedwatch scheme	JC
09.16.06(2)	Chris Hawes to be asked to repair the Nizewell Head bus shelter	CF
09.16.06(3)	Clerk to request half payment of cost of speed recording devices from Bartons PC as agreed ML to investigate the original planning permission granted	CF ML
09.16.06(4)	Clerk to write to owners regarding overhanging foliage	CF
09.16.06(5)	Clerk to report loose kerbstone outside Duckets House Clerk to obtain quotes for crownlifting lime trees on Sixtyfoot	CF
09.16.06(6)	RP to complete survey and return to Clerk for submission to CDC	RP CF
09.16.09(1)	Clerk to send copy of ROSPA report to Play Area Steward and ask him to trim and remove large stones from the area	CF
09.16.09(2)	Clerk to remind Trevor Stewart regarding bark top-up in playground	CF
09.16.09(3)	Chris Hawes to be asked if he could remove the graffiti on the toilet door	CF
09.16.10	ML to seek tenders for the electrical work on behalf of the parish council	
09.16.11(1)	HW to clarify what is needed with the Sport & Rec guttering	HW
09.16.11(2)	Clerk to chase up plumber re drinking fountain	CF
09.16.13	Clerk to circulate a Doodlepoll to identify a suitable date for a meeting	CF

09.16.14	Clerk to write to Caroline Moray re TPO8/1970 requesting an update	CF
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