

**Minutes of the Annual meeting of Steeple Aston Parish Council held on Monday 17th May 2010 at
7.35 in the Village Hall Committee Room**

Present : Mrs. Mason, Mr. Preston, Mrs. McKinley, Mrs Trinder, Mr Coley, Mr Ferguson, Mrs. Willatt

Members of the Public : Mr. & Mrs. Hall, Cllr Jelf, Cllr Macnamara, Mr. Lane

In Attendance: Cathy Fleet

Elections of Officers: It was **RESOLVED** that Mrs Mason be elected as Chairman and Mr Preston be elected as Vice Chairman, and the Declaration Book was duly signed by them. Mr. Coley, Mrs. Trinder, Mr Ferguson, Mrs McKinley and Mrs Willatt also signed the Declaration Book as Councillors.

Appointment of Responsible Financial Officer: It was **RESOLVED** that Cathy Fleet will be the Responsible Financial Officer for 2010/11 assisted by Mr. Coley with monthly update meetings.

Appointment of Internal Auditor : It was **RESOLVED** that Mrs. White continues as the internal auditor for 2010/11.

Appointment of Website Committee: The website committee will consist of Julia Whybrew, Jenny Taylor, Clair McKinley, Dean Cox, Frances Coleman and Jenny Bell.

Adoption of Standing Orders and Financial Regulations : It was **RESOLVED** that the updated Standing Orders and Financial Regulations be adopted.

Update of Register of Interests : Mr Ferguson declared his interest as a Trustee of Kids Enjoy Exercise Now and as a Trustee of St Edmund Hall, Oxford. Mr Preston declared his interest in Steeple Aston Village Hall Committee, The Valentine Club, Steeple Aston Almshouses and Steeple Aston Pre-School. Mrs. McKinley declared her interest in the Citizens Advice Bureau. Mrs Mason declared her interest in Steeple Aston Village Hall Committee and Steeple Aston Recreation Trust.

Declaration of Interests: Mr Preston declared his interest in the Village Hall.

Matters arising from the 2009 Annual Parish Meeting : There were no matters arising

Minutes of the last meeting : It was **RESOLVED** to accept the minutes of the last meeting, 19th April 2010 as a true record of the meeting and they were signed by the Chair

Public Participation : Cllr Jelf was asked about the funding of the late night train service and agreed to investigate. Cllr Macnamara was congratulated on his recent re-election and updated the meeting on :

Bicester Hospital

Banbury cultural quarter

Bicester town centre and Market Square pedestrian scheme

Windfarm appeal

Incinerator appeal

Housing policy

Clerk's Report :

Highways	Clerk has written to Geoff Reeve thanking him for his support
Grange Park	Condition of Road surface has been reported. Ref 327613
Police	Caroline Brown has been invited to attend the meeting but failed to respond again. MM to email to ascertain problem. ACTION : MM
Wall in Water Lane	This has now been repaired but there is debris in the road. Clerk to contact Highways. ACTION : Clerk
Grit Bin on Fenway	This has now been re-located

Good Neighbour Scheme : Mr. Ablett from OCC Community Development Team then joined the meeting to describe the Good Neighbour scheme promoted by his team and explain how he could help set one up in Steeple Aston. This is a scheme whereby volunteers are co-ordinated with people (predominantly elderly) who are in need of small tasks being carried out. He explained how a scheme could be set up and that a grant could be available. He will email literature to Clerk who will then distribute for the PC to consider if such a scheme would be of benefit in the village. Clerk to write to him thanking him for his attendance.

ACTION : Clerk

Highways/Footpaths : It was reported that a car continues to be parked dangerously at Red Lion Corner. It was **RESOLVED** that a warning notice be agreed which Clerk and Council can place on dangerously parked cars. An article is also to be put in SAL regarding parking.

ACTION : SF

Website: There were no minutes from the Website meeting available.

Meetings : None to report.

Allotments: Mrs Mason and Mr Preston had attended the Allotment Association AGM. The Diocesan agent, Richard Drew of Carter Jonas, was also present. The Allotment Association and the Diocese would both prefer that the Parish Council take on the lease. The initial suggestion by Mr. Drew was that the legal costs be met by the lessee, it was suggested that lessee and lessor pay their own costs in preparing the lease. There is OCC funding available for allotments up to £5,000 with the deadline for applications being mid June. There is also Lottery funding available up to £10,000 . Mrs. Hallam, the Association Chairman, to pursue grant funding. John Eustace had carried out an off site survey and reported that a borehole is not possible as there is no water under the allotments. Various committee members disagreed with this so further investigation is to be made. A letter of Intent to grant a lease is to

be requested from Carter Jonas and the Diocese in order that grant applications may be made.

Play Area : One quote of £1350 has so far been obtained for drawing up plans and getting planning and building regulation permission for a toilet and store adjacent to the S&R building. Mrs Mason had met with Ian Mills to obtain a second quote. He suggested that the likely cost of 2 toilets with disabled access, quality fittings and some storage was likely to be in the region of £20,000. A further quote will be obtained. A drinking fountain will also be costed in.

Village Hall : Refurbishment work is nearing completion, with some paintwork still to be completed, for which the PC will contribute 50%. The grant for the boiler/insulation works is not forthcoming from CDC. Further applications are still being made and Mr Preston is considering the possibility of splitting the work to ensure there is a functioning boiler before next winter if funding continues to be a problem.

Sport & Rec : The dry lining work is due to be completed today at a cost of £682.00 of which the PC will pay 50%.

Village Steward : A meeting is to be arranged to discuss the job description and hours required. A job advert is to be placed in SAL.

Pocket Park : The application to Charter for funding had to be re-done, during which Mr Preston experienced a lot of problems and as the deadline is the afternoon of 18th May Mr Preston was planning to hand deliver the application. It was **RESOLVED** that in future important documents should be sent by recorded delivery.

Parish Plan : There had been a meeting on 26th April regarding the outcome of the Parish Plan. The dog warden is to put up more notices and is happy that the PC put up their own. There is no light bulb recycling facility but spent bulbs can be taken to B&Q for recycling. The village postman has agreed to inform Mr Coley of any newcomers to the village so that a Welcome pack can be distributed.

Investigations are being made regarding the possibility of borrowing a SDR unit from OCC. The possibility of a WI produce stall being held in the pub was raised though there were concerns that it could have a detrimental effect on Harris Stores. Grants may be available for bus shelter seats – Mrs McKinley to investigate with a view to employing a local builder/joiner to install single seating in the stone bus shelter and the Nizewell Head bus shelter.

Sustainable Steeple : Mr McKinley is spearheading this project and will arrange an open village meeting and invite Mr. Lunel, (Chief Exec. National Energy Foundation) from Hook Norton to give a talk and answer questions.

ACTION : Mr McKinley

Correspondence :

CHAIRMAN - 19.4.2010 - 17.5.2010

DATE	IN/OUT	CORRESPONDENT	SUBJECT
29.4.	in e mail	Cllr. Jelf	buses and trains
29.4.	in "	CDC - Fiona Brown	ROI list
19.4	in "	OALC - McCulloch	re: ROI
21.4	in "	Mrs.Dailey	re: Affordable Housing
22.4	in		
22.4.	out	" "	reply to above

26.4 in "	OALC -McCulloch	ROI report
26.4 in	!st. Aston Scouts	Invitation to AGM
4.5 out	"	reply to above
4.5 out	CDC Fiona Brown	re: Aff. Housing list
4.5 out	Sovereign - Roberts	above + sustainability plans

Clerk's Correspondence:

Letter re. Public speaking at Planning meetings

Biodiversity News

Parish Matters : There were no Parish matters to be discussed

Planning : Applications received :

10/00107/TCA – Cedars Barn, North Side – Felling of Eucalyptus Tree – No objections

10/00640/F - Dorchester Heyford Park Group - Permanent Change of Use of 253 existing military dwellings for residential class 3 - No objections

Affordable Housing - The ROI has resulted in plans being prepared for 12 units, made up of 3 by 2 bed houses under shared ownership and under Social Rent 2 by 2 bed bungalows, 2 by 2 bed houses, 4 by 3 bed houses and 1 by 4 bed house. There is no date as yet for the exhibition of plans or the submission of a planning application.

Finance - The following accounts were approved for payment :

Payee	Amount	Cheque No
KJ Brooks	£3119.63	200137
Allianz Insurance	146.86	200138
Cathy Fleet	217.82	200139
Mark Probbitts	390.00	200140

Clerk had emailed to all present an updated financial statement and monthly accounts which had been checked by Helen White. There is a bank statement missing due to confusion on the part of the Co-Op bank as to where to send statements despite a letter being sent weeks ago changing the name and address of Clerk and numerous phone calls to the Bank . Clerk and Mrs Mason to continue to chase Bank.

ACTION : MM & Clerk

The meeting closed at 10.16pm

Date of next meeting : Monday 21st June 2010

Signed : Mrs Mason Date