

**Minutes of the meeting of Steeple Aston Parish Council held on
Monday 18th January 2010 at 7.30pm in the Village Hall Committee Room**

Present: Mr Preston (Acting Chair), Mr. Coley, Mrs McKinley, Mrs Trinder, Mr. Ferguson, Cllr Jelf, 4 members of the Public, Mrs. Whybrew, Lorraine Watling, Mr Tim Lang, Mr Jay Spires. Cllr McNamara joined the meeting at 10pm. Cllr Jelf left the meeting at 8.38pm

In attendance: Cathy Fleet (Clerk)

Apologies were received from Mrs Mason and Mrs Willatt

Declarations of Interest : Mrs McKinley declared personal prejudice in affordable housing and grass cutting

Minutes of the last meeting held on Monday 16th November 2009. It was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Acting Chair

Public Participation : Lorraine Watling wished to discuss the Precept and Village Steward. Messrs Lang & Spires both wished to discuss Affordable Housing

Clerks Report:

Ancient Monuments	SAVA will prepare response and get draft to CDC by Easter
Clerk's Contract	It was agreed to postpone the signing of this until next month when Mrs Mason will be present
Street Lighting	No action is expected until the end of February
Tree on Paines Hill	No response has been received. Cllr Jelf to chase
Grit Bins	Locations have been identified at Fir Lane adjacent to re-cycling centre, The Crescent, top end of Jubilee Close and Fenway. Cost will be £150+VAT each and OCC will fill and maintain. Cllr Jelf advised that OCC would not act until autumn. It was RESOLVED that bins should be purchased as soon as possible
Broken Street Light in The Crescent	CLERK to chase
Overhanging Trees 20 Bradshaw Close	Clerk had had phone call from Highways who had inspected the site and reported that he did not consider there to be a problem. CLERK to provide RP with name of owner in order that he could contact.
Potholes in Grange Park	Ongoing
Dog Poo Bags	CLERK to ensure supplies are available in the shop and to put up a notice . Bags are available in the White Lion and may be also placed in the Church porch

Planning: The following applications had been received

Refusal for felling of Horse Chestnut – 5 Grange Park

Application for use of Land & Buildings for dog club – 296 Heyford Park Camp Road - no objections –

Application for crown reduction of trees at Canterbury House, Fir Lane – no objections

Approval of extension at Estone, South Side

Approval of change of use of USAF housing

Approval for garden building Kempford Cottage

Approval of porch to 1 Bradshaw Close

Approval for lopping of Willow – Barn Cottage, North Side

Approval of extension Aston House Cow Lane

Approval for felling yew trees at 32 Grange Park

Clerk will respond accordingly and in future email details of all planning applications to all Parish Councillors upon receipt.

Website: Mrs McKinley reported that the Christmas Cards had sold well and that remaining stocks will be held over for next year. The website continues to be updated and although visits down hits were up.

Incidents Log : It was reported that the bus shelter at Nizewell Head had been vandalised the previous Saturday night. Chris Howes had heard noise and investigated. The perspex panel had been removed and was now in his safe keeping. It was reported to the Police and an incident number obtained. Roger Needle was attending a NAG meeting on 18th January to discuss.

Play Area : RP reported that the grants have all been received. The water feature is yet to be completed. Some further planting is required. The bins and bike rack are to be re-located. RP provided a budget report. The Junior area cost £19455 the Senior Area cost £44900 and the contribution from the Parish Council is expected to be £2368.67. There will be an opening ceremony in March which is expected to cost £600. There will be a small increase in Insurance Premium which Allianz will advise. Iain Ross is retiring and letter of thanks is to be sent – RP to draft and **CLERK** to action. Lockable telescopic bollards have been installed and it was **RESOLVED** that they would be permanently locked with keyholders being Clerk, Village Hall, Sport & Rec Centre, Village Hall Letting Agent and Mr Preston. RP to have extra keys cut.

Toilets : An estimate of £5000 has been obtained for the building of a basic toilet. Foreseeable problems discussed were maintenance, vandalism, consumable costs and possible illegal use. It was suggested that a Steward/Handyman would not be prepared to clean daily. It was then suggested that the Sport & Recreation Centre toilets could be made available when required by knocking through an external door. **ACTION:** Clerk to discuss with MM as she is on S&R committee

Pocket Park: A gate and play equipment is required. RP to discuss with Jaz Kundi at Charter the possibility of funding. **ACTION :** RP

Emergency Plan : The possibility of a telephone tree was discussed but it was decided that too much onus would be put on Parish Councillors. Discussions had been had with Roger Needle regarding liability of volunteers and the necessity for on-going training. It was agreed that the Emergency Plan should be **ADOPTED** as an informal document subject to final amendments. An explanation of the Emergency Plan will be inserted in SAL.

Grass Cutting : It was established from the original schedule that the embankment at the bottom of Jubilee Close is included in the original contract. Mark Probbitts to be advised that it should be cut.

ACTION : CLERK to advise Mark Probbitts

Correspondence : Mrs Mason's correspondence list was circulated. Clerk's correspondence was discussed.

Fundraising for 2nd Defibrillator : The Village currently has one defibrillator and a second is required at a cost of £1400. Further discussion is required regarding fundraising.

Village Steward : Discussion took place as to whether a Village Steward should be employed. He/She would be required to attend to pruning around the village, repairs, painting, litter picking and other ad hoc duties. The Steward would be employed on an hourly weekly rate. There was discussion as to whether current volunteers could carry out these tasks. Lorraine Watling objected to an increase in precept to accommodate paying for a Steward. The cost has been built into the 2010 precept. In **favour** of employing a Steward were : Mr. Preston, Mrs. McKinley, Mrs Trinder and Mr Ferguson. Mr Coley **abstained**.

Community Transport : RP had obtained information regarding Tackley's community transport arrangements and reported that CDC may trial a community bus scheme which may include this area. Further discussion is required.

Lime Trees at 60 foot : The trees need crown lifting and some thinning. Roderick Nicholson had planted them and will speak to Steve Napier to obtain a quote. **ACTION RP**

Village Sustainability : A document had been received from Mike McKinley outlining his ideas. It was RESOLVED that Mr McKinley might form a sub-committee following a public meeting in March/April. The Parish Council agree to pay for room hire and support action.

Seat at Paines Hill : Glasdon can supply a suitable set for £349+VAT. It was RESOLVED that a seat should be ordered, delivered to RP and fixed in position **ACTION** : CLERK to order seat

Snow Plough : During recent heavy snow Tim Taylor assisted in clearing snow in the village. It had been suggested that a second hand snow plough attachment be purchased for use on his tractor. He is currently looking into prices. **ACTION** : MM to liaise with Tim Taylor

Parish Plan : This is currently at the printers. £1500 has been obtained from ORCC and the PC's cost will be £37. Julia Whybrew and her team have claimed no personal costs and it was RESOLVED that she and 8 others should be given £10 each to cover paper/printing costs. It was agreed that a gift would be purchased for Julia in recognition of her efforts. To be discussed at next meeting.

FINANCE

Precept : The precept for 2010 was presented and explained. The final figure is £19,990 which is less than the £20,600 figure of 2009. It was RESOLVED to accept the precept. MM to report in detail in SAL and the document to be printed in full in SAL.

The following accounts were approved for payment :

Nicholsons	£204.20
Sue Lee	59.00
Viking Direct	86.17
Cathy Fleet	288.88
Sutcliffe Play	4245.80
SAVH	5.00
Cathy Fleet	288.88
SL Forestry	172.50
Trevor Stewart	13800.00
Trevor Stewart	460.00
Mark Probbitts	150.00

RBS Bank Account : Still awaiting all Councillors to provide documents to Bank.

ACTION : Clerk to issue reminder

Rural Exception site: There was considerable discussion regarding the affordable housing and Messrs Lang and Spires voiced their concerns and Mr Lang thanked the Parish Council for release of various documents. RP explained in detail the process to date and confirmed that there were as yet no plans submitted for the site and that when the developer submitted plans **comments** should be addressed to CDC.

AOB

Cllr McNamara reported that the appeal has **successfully** been lodged for the Upper Heyford Site and that it will guarantee employment and 1075 affordable houses. An appeal has been lodged for

the Wind Farm. An appeal has been lodged for the Incinerator at Ardley. There is to be a Public Enquiry into the Banbury Flood Scheme. Bicester Town redevelopment is to begin shortly with lopping of trees and building to commence in September to be completed by November 2011. He also reported that disruption to refuse collections due to recent bad weather is regularly updated on the website as is the food recycling programme.

The meeting closed at 10.15pm

Date of next meeting: Monday 15th February 2010

Signed *Date*