

**Steeple Aston Parish Council
Minutes of the meeting held on
Monday 18 February 2008 at 7.30pm in the Village Hall Committee Room.**

Present – Mrs Mason (Chair), Mr Coley, Mr Ferguson, Mr Hotston, Mr Preston, Mrs Lee (Clerk) & 1 member of the public – Mrs Stacey.

1. **Apologies:** Apologies were received and accepted from Mrs Willatt, Mrs McKinley, District Councillor J McNamara & County Councillor R Jelf.

2. **Declarations of Interest** – none

3 **Public Participation** - none

4. **Minutes of the last meeting on 21 January 2008** were unanimously agreed and signed as a true record with the removal under applications granted of the NOC application for outline planning permission at Heyford Park where it appeared due to an administrative error.

5. **Clerks Report** –

Speeding	TVP have carried out speed checks on Paines Hill/Fir Lane - awaiting result
Water Lane sign	CDC have been chased several times re Water Lane sign & an enquiry made re Fenway sign being replaced
Hedge The Crescent	Charter are awaiting return of form from residents before work can be completed. Mr Preston is dealing with this as work is ongoing.
Dickredge footpath	Plan circulated – awaiting road markings plan – several residents have contacted clerk re the need to see the road marking plans.
OCC – weight restrictions bridge	OCC have advised that there will most likely be no weight restrictions Await contact from OCC - Martin Brain & Clerk to link with Lower Heyford PC
OCC – signs child school	Awaiting contact from OCC re the possibility of putting signs up
Insurance	Seating area insured – no increase in premium this year.
Jubilee Close – query re planning and bins	Bins – CDC can enforce removal if bins are left on the pavement on days other than collection days – PC need to advise them of offenders contact details and they will write. Clerk to contact resident in Jubilee Close and ask CDC to monitor situation on Northside by Randolph's as a constant problem with bins in road.
Dog mess	Clerk has put up CDC dog signs on Tchure
SEB pole Fir Lane	Chased as work as not been completed SEB advised that the work will take a long while as they have very few resources.

6. **Calor Village of the Year**

Village will have a visit from the judges on Friday 25 April – 11.30am – 1.30pm – Mr Preston has booked hall and will book caterer for approx 30 people. Clerk to do a letter inviting all the village organisations to attend, set up a stand if possible and stay for lunch. Mr Preston & Mrs Mason will take the judges on a walk around the village - visit shop and public houses etc. Discuss arrangements at next meeting. **Action: Clerk & Mr Preston**

7. Highways – potholes on Fenway and by 30mph sign on Beeches to Middle Aston – Clerk to report to OCC. In addition still a problem with water, which is freezing overnight at Rousham traffic lights – Clerk to report again to OCC. **Action:**
Clerk

8. Teenage Facilities -

- **Opening ceremony** Sunday 27 April – village hall booked plus caterer for 50 people. Mr Preston to circulate list of those to be invited – Clerk to do invitations. It was agreed that children should open the site – Mr Preston to arrange for 2 girls and 2 boys to cut the ribbon! Chair has been working on activities for the day – final details to be arranged at next meeting. **Action: Clerk, Mr Preston & Mrs Mason**
- **Water fountain** – the suggestion of adding a water drinking fountain to the area had been made by Alex White – who was prepared to fundraise up to £100 towards the cost which would be circa £1000. It was agreed that this was not possible at present and that it would be kept in mind when any further applications for grants etc were made.
- **Update** - litter bins all installed, tree work to be completed this week, all paths completed and table tennis base installed, all landscaping done, table tennis table to be erected in the spring, stonework needs to be completed. Clerk to chase Mr Peckham & Mr Casford re the removal of extension on storage shed. Mr Preston to meet with Park Leisure & Mrs Mason to inspect tarmac that is not felt to be up to standard on MUGA. **Action: Clerk, Mr Preston & Mrs Mason**
- **Notice boards** – add to next agenda – powder coated aluminum favoured option. Clerk to contact property owners at current locations to advise that the PC is looking to replace existing boards. **Action: Clerk**

9. Website Advisory group - Mr Hotston to take photos at next meeting for website. All agreed that post posting moderation for the website forum should be tried and reviewed after it had been up and running for a few months. **Action: Mr Hotston**

10. Sports & Recreation Building

- Investigation of the floor has not yet revealed the cause of the problem – a flooring specialist will inspect this week and make recommendations – repairs may be possible rather than replacement.
- The roof is currently watertight.

11. Planning Applications

- 07/02694/F - Mr H Townson, The Old Coach House, South Side – Demolition of existing garage and construct new garage with ancillary accommodation over - single storey link to garage. – No objection
- 08/00141/TPO – Mr Dovey & Ms Coleman – 34 Grange Park – thin crown tulip tree – No objection

Granted: The following applications, granted planning permission subject to conditions, were noted:

- 07/02101/F - & Mrs Spires – The Coach House South Side – Single storey rear extension
- 07/02637/F & 07/02638/F - Mr & Mrs Magee – Two storey rear extension & extension to front porch – 18 Grange Park

- 07/02546/F - Mr & Mrs Marshall – Single storey front extension – 12 Grange Park
- 07/02614/F – Mr & Mrs Churchill – Alterations to outbuildings - Chestnut House, Paines Hill

Refused

- 07/02561/F – Mr & Mrs Giles – Workshop adj telephone exchange – erection 1 dwelling
- 07/01807/F – NOC – Building 41 Heyford Park – change of use to residential class for 1 year

Appeal withdrawn

- 05/01968/F – Dawson Rentals Ltd – Heyford Park – to allow continued use for commercial storage

Appeal

- BOISE building Products – Heyford Park to renew continued use as storage distribution and processing.

12. Incident Log –

- a) Theft of landscape machinery and trailer on the night of 2nd/3rd February from Windrush. (Bob Bickley). Reported to the police – have not yet visited.
- b) Theft of car badges, various, from vehicles around the village dating from 26th January onwards. Reported to the police.

13. Play Area - junior swing pole replaced, issue with the side gate - Mr Preston has reassembled but more work will be required in the future. One of the springers is getting near the end of its life - it was agreed to monitor this for further wear and it was appreciated that some of the equipment & the fence will need replacement in the next few years.

14. Reports from Meetings – Mr Coley & Mr Preston reported back on Playing Pitch & Green Spaces meeting - they will attend a follow up session on 1 March at CDC. Mrs Mason & Mr Coley attended LDF session and advised that CDC are considering instigating defined settlement boundaries – this could put pressure on infill space for building in villages. They also advised that the possibility of clustering villages was still being looked into and that rural housing numbers have not yet been agreed upon.

15. Correspondence

Correspondence For Action

CDC	Spring Clean 2008	Date set for Sat 29 March Heyford Rd – The Beeches with Mr Preston & Sun 30 March Sixty foot with Mrs Mason all to meet at 9.30am – Clerk to do poster and advert for the Life and order sacks etc and collection of rubbish. Action: Clerk
NHS Trust	Community Engagement Day	All advised – 12 February
CDC	Community Hall, Recreation & Sports Facilities Grants 2008/9	Passed to S & R & village hall committee.
CDC	Recreation Strategy for Cherwell	Mr Preston to attend
CDC	LDF update – 29 Jan	Chair attended
OPFA	Sports Seminar	Advised all of details
CDC	Cherwell Playing Pitch & Green Spaces Strategies – 1 March	Mr Preston & Mr Coley will attend
CRUG	AGM 15 March	Advised Mr Ferguson
CDC	Monitoring Ethical Framework	Clerk to complete and return
SLCC	Regional Conference	Clerk to attend – finance to be arranged with other PC's
OCC	Signed grass cutting agreement returned	Clerk for filing
ORCC	OCC review of primary school provision update	Chair to review

Envelope – for distribution

Audit Commission	Appointment of BDO Stoy Hayward
PCC	Thanks for grant for tree
OCC	Home” School Newsletter
CDC	Youth Spotlight

Chair's correspondence list had been circulated. Mrs Wood has made a donation of £50 for the oak tree in the new teenage facilities – she would like this to be her family tree – Clerk to write and thank.

Action:

Clerk

16 Affordable Housing - housing needs surveys have been received and allocated to Councillors for delivery this weekend if possible. Need to be returned to ORCC by end of March for collation. Nicola Ball has been advised by PC of 3 possible sites for affordable housing and is discussing suitability with CDC planners and will advise of the outcome ASAP.

The Stonesfield Affordable housing scheme was discussed but it was agreed that unless some suitable land was donated to the village a similar scheme was not possible. In addition the ongoing work involved in maintaining and looking after properties would have to be carried out by a charitable trust within the village set up by the PC.

17. Parish Plans – Mrs Hillier & Mrs Whybrew have expressed an interest in working on the Parish Plan. Chair to ask Mrs Hillier if she could attend ORCC session on 1 March.

Clerk to forward details of Parish Plan funding to all and ask ORCC re the possibility of obtaining this grant money. **Action:**

Chair & Clerk

If funding is received an open meeting could be held in the village to ascertain the level of interest and form a committee to move the parish plan forward.

18. Finance

Expenditure

Falcon Signs – teen area	000416	£364.25
S Lee – Feb & expenses	000417	£244.37
B Bickley	000418	£ 80.00.
Table Tennis table	Euro transfer	221.97 Euros
MMG Construction	Teenage area footpath	£1800.00

Mr Coley proposed payment of cheques and Cheques/euro transfer as listed above and Mr Hotston seconded – **unanimously approved and Cheques/transfer signed.**

Monthly budget update was circulated for information. It was unanimously agreed to ask Mrs White if she would internally audit the accounts this year. **Action: Clerk**

19. Any other business - none

20 . Date of Next Meeting – Monday 17 March 2008.

Meeting closed at 9.25pm

Signed.....

Dated.....