

Minutes of the meeting of the Steeple Aston Parish Council held on Monday 20th February 2012 at

7.30 pm in the Village Hall Committee Room

Present: Mrs Mason (Chair), Mr. Preston (Vice Chair), Mr Coley, Mr. McKinley, Mrs Trinder, Mr Ferguson. Members of the public present were Cllr Kerford-Byrnes Stephen Latchford, Neil

Brewer, Jack Taylor, Ryan O'Sullivan, Oliver Ong, Julia Whybrew, Jennifer Hallam

In attendance: Cathy Fleet (Clerk)

Apologies were received from David Kewley, Cllr James Macnamara and Cllr Ray Jelf

Declarations of Interest : Mrs Mason declared an interest in the Sport & Rec and Village Hall and Mr Preston declared an interest in the Village Hall

Minutes of the last meeting held on 16th January 2012 were read, it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

02.12.01 **Public Participation :** Cllr Kerford-Byrnes informed the meeting that the Community Infrastructure levy is being reviewed and will be discussed at executive level shortly and he will report on the outcome. Neil Brewer wished to discuss the closure of the White Lion. The pub has been sold by Admiral Breweries and will close on 3rd March. The present landlords, Mark and Lorraine have increased sales in the 6 months they have been there but will move out on 5th March. Neil has instigated a petition and has more than 300 signatures as well as a Facebook page but it is believed that the pub has been sold to a private individual who may apply for change of use into a residential building. Neil has literature prepared in the event of a planning application and is prepared to strongly oppose any application.

02.12.02 **Clerk's Report**

Rousham bridge and road repairs	Roadworks are now complete
Glass recycling bin	Reported to CDC 12/02/12. Have been emptied.
Potholes	Clerk monitoring
Basket ball net repairs	Quote received from Park Leisure of £1600. Neil Brewer to investigate elsewhere
Reflector Posts on Fenway by Town Well	Reported again Ref 472855. Nick Watson has contacted Clerk and will investigate
Pruning of shrubs/removal of saplings Heyford Road	Has not yet been done due to injury of contractor, Clerk is assured it will be done next week. Clerk to chase

02.12.03 **Highways/Footpaths** - Following the roadworks to Rousham Bridge, Clerk to draft a letter to OCC Highways expressing dissatisfaction over the removal of diversion signs over the weekend whilst roadworks were still in progress and also the lack of additional work, e.g. road cleaning whilst the road was shut, and the spring on the hill runs fairly continuously and in cold weather freezes causing a hazard.

The glass recycling bin has been emptied, but mention is to be made in SAL regarding people dumping bags/boxes of bottles when the bin is full.

Clerk to contact Maurice Sheehan (OCC) asking him to accompany Mr Preston & Mr Coley to walk around the village to identify potholes needing repair

ACTION : CLERK

The planned improvements to bus stops around the village will be carried out this week. Following conversations between David Bellchamber, Caroline Brown (TVP) and Mrs. Mason the post Office (Oxford) stop will remain at its present position and a clearway will be marked. Inconsiderate parking of vehicles around the Dickeridge continues to be a problem which WPC Brown is aware of and will take action against.

Nick Watson (OCC) has contacted Clerk regarding the reflector posts around the town well and will investigate and report back.

02.12.04 **Website** - There is a meeting of the website committee next month

Meetings - No meeting have been attended in the last month, Mrs McKinley, Mr. Preston, Mr. Coley and Cathy Fleet will attend the Supporting Communities with Planning meeting in Kidlington on 12th March.

02.12.05 **Play Area** - Richard Preston has met with Ryan who has commenced the contracts for the Playground and Millennium Park Maintenance and carried out his induction of the play area safety checks. Clerk subsequently met with Ryan and gave him the necessary paperwork and the bin key. Clerk to provide bin liners for Ryan and reimburse him for the purchase of a broom. More bark and sand is needed in the playground; the gates to the toddler area no longer self close; there is a trip hazard on the mound. The Clerk has contacted Trevor Steward regarding all these items and he will inspect and report back. The picnic tables need maintenance and Mrs Mason will speak to Springfield Prison about the possibility of doing this when they supply new tables. More plants are required in the planters. Mrs. Mason to see what she has available and purchase additional plants as necessary. **ACTION : CLERK/MM**
Ryan had emptied the bin in Pocket park. Clerk to check that CDC will continue to empty it.

ACTION : CLERK

02.12.06 **Village Hall** - Clerk had obtained revised quote for external redecoration from Mr. Brock of £1645.00 which has been accepted and he will commence work as soon as the weather improves. Mr. Lipson had joined the meeting representing SAVA and had presented rough drawings of plans to extend the village hall to provide more space for archive material. He explained that this is necessary because the current archive is running out of space, the space is unsuitable for documents as it is cold and damp and that the contents of the archive cannot be made available for public viewing. He estimated that the proposals will cost between £80,000-£100,000 and it is hoped that grant funding can be obtained. The Heritage Lottery Fund has been approached but it is unlikely they will be interested in providing a grant. Viridor will be approached but it was pointed out that Mr Preston is applying to them for funding the Sport & Rec roof works and that they have recently provided funds for the Jubilee bell, however it was felt that if the application was angled towards the education side of the proposal it would be more likely to succeed. The Village Hall management committee and the PC will support SAVA's proposals and it was agreed that SAVA and VHMC meet to agree a base design, that Dr Radcliffe's trustees should be consulted and the proposal will be presented to the PC, prior to submitting a planning application. When this has been achieved SAVA will be in a position to seeking funding which Mr. Preston will assist with.

02.12.07 **Sport & Recreation Centre** -Mrs. Mason has prepared tender documents and Mr. Preston is in the process of acquiring quotes. He has spoken to Viridor and once quotes have been received will submit an applications for funding.

John White is investigating the leaking dormer, the repair of which the PC will be responsible for.

02.12.08 **Toilet/Cleaner** - The pipe below the drinking water fountain has broken. Clerk to contact Alex Damn (07876296117) to see if he can mend it and Dave Trinder to box in the pipes once the repair has been made. **ACTION : CLERK**

02.12.09 **Allotments** - No further progress has been made since early December towards finalising the lease. A further delay has been raised in the past week. Lesley Pollock of Henmans reported that the Diocesan solicitor has picked up on a point which was agreed 18 months ago regarding the sale of produce for the benefit of the Steeple Aston Allotment Association and Carter Jonas are now investigating as he feels that this clause may alter the Diocesan position under the Landlord and Tenant Act. Mrs Mason expressed frustration in the incompetency of Carter Jonas and the fact that continuing delays are increasing the legal fees

through no fault of the Allotment Association or the PC. When the lease is finally agreed, Mrs. Mason will contact NAEA with regard to Carter Jonas' incompetence in this matter. It was felt that as it had dragged on for so long it would be reasonable to request that the lease be dated 2012 and not 2011 as previously. Nigel Gudgeon and Liz Nicholson will have a meeting to agree the line of the northern boundary fence and proposed hedge.

The Oak tree adjacent to the site is being investigated by Nicholsons for the Trustees for fungal damage. The Allotment Association and the PC are planning to purchase a gift for Nigel Gudgeon in recognition of his considerable work towards achieving the lease.

ACTION : MM

02.12.10 **Mobile Reception** - The recent campaign ended in January and Mrs. McKinley reported that she had phoned the Telecommunications Ombudsman and OFCOM who both stated that they only deal with individual problems. The Department of Media, Culture and Sport are identifying 'not spots' and that the government have allocated £150 million to improve broadband and mobile reception countrywide and are seeking areas which they can use for pilot schemes. Mrs. McKinley to pursue and also to draft letter to Vodaphone for Mrs. Mason to sign.

ACTION : CM

02.12.11 **Jubilee celebrations** - Mr Coley reported that plans for the Jubilee celebrations are progressing and that the band has now been booked and all other preparations are in hand. He is trying to contact all original members of the White Races committee to invite them. Planting a tree is still a possibility, although probably not an Oak as originally suggested due to size and location difficulties.

02.12.12 **Correspondence** - Correspondence lists were circulated and discussed. The Spring Clean will be on 29th April with 2 teams meeting at the telephone exchange and Heyford Road bus shelter at 10am. Clerk to arrange for bags etc to be delivered to Mr. Preston and put article in SAL.

ACTION : CLERK

02.12.13 **Planning** -

12/00040/F	Paragon Fleet Solutions, Camp Road, Upper Heyford	change of use
12/00022/F	Mr S Aumonier, Compass cottage, South Side	Rebuild existing uncovered water well Approved
12/00029/TPO	Mr A Allen 4 Grange Park	Tree work to Chestnut & Sycamore

02.12.13 **Localism Bill** - The Code of Conduct may need to be changed in the light of the Localism Bill. Mr. Coley to investigate. Other items which may affect SAPC will be the Community Right to Challenge, Assets of Community Value of which the PC need to prepare a register, and Neighbourhood Development Plans, all of which will be effective from April.

02.12.14 **Affordable Housing** - Mrs Mason reported that Kate Winstanley is on sick leave and has been replaced by Fiona Brown. The housing mix is to be confirmed this week but it is likely that 80% of market rental is now required rather than the present 50%-60% (i.e. a 3 bed will be approximately £157 per week) and Tom McCulloch will be contacting prospective tenants this week. Because of governmental policies, under occupation of a property would be penalised therefore it is vital to agree the necessary housing mix. It is hoped that detailed drawings will be ready by mid March, these will be discussed again with the PC before a planning application is made.

02.12.15 **Finance** - It was **RESOLVED** to accept the following Accounts for payment :

Payee	Detail	Amount	Cheque No
Julia Joyce	January invoice (signed out of meeting)	£320	200407
Granary	annual website hosting fee	£55	200408
Oxford City Supplies	toilet supplies	£26.35	200409
SLCC	membership (split with LHPC)	£47.50	200410
Cathy Fleet 2004110	Clerk salary	£217.82	
Cathy Fleet	Clerk expenses (to include HMRC course attendance)	£79.80	200412
SAVH	Use of ctte room – J. Coley		
	Use of cttee room – CFRs	£18	200413
Julia Joyce	Toilet cleaning	£200	200414

02.12.16 AOB - It was reported to the meeting that Mark Probbitts has been appointed as grasscutter for the Churchyard. It was also reported that Lower Heyford PC are purchasing a SID (Speed Indicator Device) which will be installed in Station Road in the near future.

Date of next meeting : 19th March 2012 in the Sport & Rec The meeting closed at 10.14pm

Signed Mrs M Mason **Date**

Feb2012/04