

Minutes of the meeting of the Steeple Aston Parish Council held on

Monday 15th February 2016

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

Members of the public : Mrs Whybrew, Mrs Anna Allen, Mr. Andrew Allen, Mrs Trish Vickers, Cllr Arash Fatemain

In attendance: Cathy Fleet (Clerk)

01.02.16 **Apologies** were received from Mrs Helen Wright, Cllr Mike Kerford-Byrnes

02.02.16 **Declarations of Interest :** Mr. Lipson declared a general interest in the Village Hall and SAVA. Mr. Preston declared a general interest in the Village Hall and the matter of the Grange Park trees. Mrs McCready declared a general interest in the Allotments.

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

04.02.16 **Public Participation :** Members of the public wished to discuss the matter of the TPO on trees in Grange Park. TPO8/1970 was ratified by CDC in November 1970 and there has been considerable correspondence in SAL recently with regard to residents wishing to fell trees which are now large and considered by some to be unsuitable for the relatively small gardens of a residential area. Questionnaires have been delivered to 41 residents of Grange Park and responses were received by 22 (i.e. 54%) of which 19 (i.e.86%) would like the TPO to be revoked. 91% of respondents felt that the parish council should do more to support the case and the question posed by those residents present at the meeting was what the parish council intend to do. JC explained that the parish council's comments to CDC would be given no more weight than any other consultee and that owners of the trees are required to challenge the TPO. Andy Allen has written to CDC's Arboricultural Officer requesting that the process to revoke the blanket TPO in place on all the trees in Grange Park be started. He questioned whether the TPO has ever been reviewed as only the trees identified as growing in 1970 are covered by the TPO and these are not specifically identified. The members of the public present feel that the TPO is out of date and inappropriate and that people should be able to manage the trees as they see fit. In order to revoke the TPO CDC will require information regarding the amenity value of the trees; Anne Allen has researched this and believes that the trees have no amenity value as the trees are not visible from the road and there is no footpath from which they are visible and there has been a change of use in the area (from the grounds of a large house to residential housing since the TPO was applied. It was also stated that the local authority has a duty to review TPOs and ensure they are still fit for purpose.

The outcome of the lengthy discussion was that the outcome of the report and responses from Grange Park residents will be made available to the parish council to enable it to reach a decision as to next steps and will be discussed at the next PC meeting.

05.02.16 **Clerk's Report**

- emailed Katie Walther re 2 Grange Park - the matter has now been referred to CDC's Legal Department. Cllr Fatemain will clarify next steps and timescale.
- emailed Lewis Banks-Hughes re refund of planning fee . Fee has been refunded
- submitted return form re Litterpick
- submitted precept request
- responded to Martin Dale's email
- Reported pothole on The Beeches Ref 728445

- Reported state of Heyford Road
- sent speeding data to Shaun Sullivan requesting info as to next steps. PCSO Chris Kidd due to attend this meeting.

06.02.16 Actions from previous meeting

04.01.16	ML to investigate broadband speed	ML
06.01.15	Clerk to write to Trevor Stewart ✓ <input type="checkbox"/>	CF
	Clerk to further contact OCC Highways copying in Cllr Fatemain with regard to 2 Grange Park ✓	CF
	Clerk to send results of speed survey to Shaun Sullivan at TVP ✓	CF
07.01.15	Clerk to respond to Mr. Dale ✓	CF
	Clerk to request equipment to be delivered to Richard Preston	CF
	RP to accept Kevin's quote ✓	RP
	B-MH to ask Chris Hawes to block up window ✓	B-MH
	Clerk to report potholes and road surface deterioration to OCC ✓	CF
11.01.16	Adult fitness equipment to be agenda item for February ✓	CF
	ML to supervise delivery and installation of shed ✓	ML
12.01.16	RP to ask John White for a report and recommendations regarding VH lighting ✓	RP
14.01.16	Clerk to contact CDC to update on sale of bungalows. Outstanding	CF
15.01.16	Clerk to submit precept request to CDC ✓	CF

07.02.16 Highways/Footpaths

An email had been received from Mr. Cockbill of OCC explaining the difficulties of reinstating the school patrol crossing lights. RP to forward to the Headteacher. The matter of speeding on Southside was deferred as Chris Kidd did not attend the meeting.

08.02.16 Website

Information had been received from OALC regarding grant funding for a dedicated parish council website. It was decided that PC pages on the village website works very well and that the work involved with maintaining a dedicated website would be prohibitive. It was suggested that a link from the home page of the village website to PC pages would be requested and thanks were expressed to the website sub-committee for their work.

ACTION : Clerk to contact Jenny Bell

- 09.02.16 Meetings.**
No meetings had been attended, although JC reported that he attended a very informative meeting at Portcullis House, Westminster representing OALC
- 10.02.16 Play Area**
The matter of the provision of adult fitness equipment in the play area was discussed and felt to be good idea. RP to obtain further information, prices etc. The shed has been installed in the play area. RP holds a key and the other passed to Ryan Kilby. Clerk to purchase a key safe which will be fitted in the area to house a key.
ACTION : Clerk to purchase key safe
- 11.02.16 Village Heritage Assets**
There is confusion between Village Heritage Assets and Assets of Community Value and the matter to be discussed is Assets of Community Value, e.g. the shop, the pub, the village hall etc and it was decided no further discussion is required.
- 12.02.16** Local Green Space designation will be deferred to the next meeting
- 13.02.16 Village Hall**
It was reported that a sub-committee has been formed to decide what is needed in the way of improved external lighting around the village hall. The village Hall management Committee will submit their findings and suggestions in due course.
- 14.02.16 MCNP**
Public meetings have been arranged for 23rd and 27th February at which councillors will explain to attendees progress with the Plan and advantages of Steeple Aston's involvement.
The Local Plan Part 2 had been received from CDC which will define sites and ML reported that it is important to get the Neighbourhood Plan submitted in time to influence and decisions made in Part 2. Local Agents and CDC are already calling for sites, and it was reported that surveyors had been seen measuring around Long Bridge, Lower Heyford, although it is not know what for.
- 15.02.16 Correspondence**
Correspondence lists were circulated and discussed. BM-H had drafted a letter to be submitted to SAL in response to previous correspondence. This was approved and will be submitted to SAL for publication.
- 16.02.16 Planning**
The procedure for submission of comments on planning applications to CDC was discussed and it was decided that comments on applications would be passed to the Clerk who would then respond to CDC as previously, but for any contentious applications, or where councillors have made observations a draft would first be sent to ML and JC before submission to CDC.
Work has commenced on the Greenacre Site but has since halted due to the unauthorised removal of soil undermining the wall and public access owned by Mr. Kinch. A retaining wall is being designed by structural engineers and Mr. Kinch is persuing the issue of ownership. Considerable bad feeling has been reported amongst neighbours.
The felling of sycamore trees covered by TPOs on land at Westfield Farm has been reported to CDC ; the debris has been left lying by the roadside.
- 16/00011/TCA Peter Higgins, Canterbury House, Notice of Intent of treework
- 16/00026/TCA Henry Squire, Wincote, Cow Lane, Notice of Intent of treework

16/00029/TCA Martin Dale, Cedar court, Water lane , Notice of Intent
of treework

Replacement of failed lintel over ground floor front elevation window with like for like lintel using well seasoned oak with a mechanical connection of Helifix tiles of similar. Removal and reinstatement of the existing canopy on the south elevation exactly as the existing. Raise the ceiling of the recently approved ensuite in the attic by 150mm utilising the existing ceiling joist trimmed to size

16/00139/LB Lady Gardner Old School House, Northside
16/00031/TCA Old Toms, Northside - Treework

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

Cheque No	Payee	Detail	Amount
200901	Ryan Kilby	Playground maintenance	156.98
200902	SAVH	Hall Hire (MCNP meetings)	70.00
200903	Oxford Diocese	Allotment rent (balance)	200.00
200904	OCC	Speed survey	120.00 *
200905	SLCC	membership (split)	51.50
200906	Cathy Fleet	Clerk expenses	14.04
200907	Chris Hawes	Toilet & bus shelter repairs	43.73

Date of next meeting : 21st March 2016
The meeting closed at 10.16pm

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

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
14.01.16	Clerk to contact CDC regarding bungalows at The Crescent	CF
08.02.16	Clerk to contact Jenny Bell re website	CF

10.02.16	Clerk to purchase key safe	
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