

**Steeple Aston Parish Council
Minutes of the meeting held on
Monday 17 March 2008 at 7.30pm in the Village Hall Committee Room.**

Present – Mrs Mason (Chair), Mr Coley, Mr Ferguson, Mr Hotston, Mrs McKinley, Mr Preston, Mrs Willatt, County Councillor R Jelf, Mrs Lee (Clerk) & 1 member of the public – Mrs Stacey.

1. **Apologies:** Apologies were received from District Councillor J McNamara.

2. **Declarations of Interest** – Mrs Willatt declared a personal interest in the parking at the top of the Dickredge.

3 **Public Participation** - none

4. **Minutes of the last meeting on 18 February 2008** were unanimously agreed and signed as a true record

5. Clerks Report –

Speeding	OCC have advised that there was no speeding when checks were carried out – speeding was down to speed perception on rural roads.
Water Lane sign	Replaced and Fenway sign in hand
Dickredge footpath	Work completed – discussion in Highways
OCC – weight restrictions bridge	Confirmation received that there will be no weight restrictions once bridge reopened – this should be mid April.
OCC – signs child school	OCC advised referred to Better Ways to Schools team – Clerk to chase for action.
Road/pavement sweep	Road sweeper has been in village 3 times now and most roads are looking much better – all to check to see if The Beeches has been cleared and advise Clerk.
Grass cutting contractor	Will do first weed kill in next week – will tidy up hedge in Shepherds Hill
SEB Grange Park	Reported damage to doors – JHN641

6. Calor Village of the Year

- letters of invitation have been sent to all village organisations – Dr Radcliffe’s school have confirmed they will be there. **Mr Coley** is discussing the possibility of a youth quartet and will follow this up.
- Judges will arrive at 11.30am – walk about village – drop in to shop, White Lion & Red Lion – **Chair** to discuss with proprietors and also ask Paul Beadman if they could drop in to see him. The Rector & Roderick Nicholson are keen to be involved.
- **Chair & Mrs Willatt** to arrange to pressure wash the bus shelter once the weather improves & ask Alex to paint.
- **Mr Coley** will arrange for some welcome to the village brochures to be available & liaise with Mr Relton re other village booklets.
- **All** to encourage village organisations to take part.

7. Highways

- **District Councillor Jelf** agreed to follow up on the issues of water on the road at the

- Rousham traffic lights. **Clerk** will also report again.
- Dickredge footway is complete – Several complaints have been received from residents regarding the sight line when cars are parked at this junction. OCC still have to mark out the junction but will not put 'no parking' markings on the road adjacent to the railings as originally suggested. OCC have offered yellow bus stop markings but the Council felt that 'H' marking on the road would be the most effective option if road markings were eventually necessary. A clamp down on illegal parking is proposed by the police in the future and any car parked within 10m of a road junction could be fined for illegal parking. It was appreciated that this area of the village had pressure on parking spaces and requesting this enforcement was not seen to be a solution at present. It was proposed by Mr Coley and seconded by Mrs McKinley with unanimous approval that the **Clerk** write to all the local properties explaining the problem with parking and requesting that residents use their own off road parking - where possible - following this signs will be placed on the railings requesting no parking. The situation would then be reviewed in 6 weeks time and appropriate follow on action taken.
- A suggestion that the bus stop be moved had been made but councillors felt that this stop was one of the most used in the village and several users would be unable to make use of the bus if the stop was moved further away.
- Chair** to liaise with OCC re road markings and in addition to look into getting dark brown or black paint to make the galvanized railings less visible.

8. Teenage Facilities

- All works complete apart from replacement of the tarmac strip in MUGA – this has been patched to a poor standard and a meeting will take place on 19 March to discuss replacement. Mr Preston has been assured it will be replaced before the opening.
- Chair** agreed to do a poster for SAL & website re teenage opening & an article re: Calor Village of the Year.

Clerk has sent out 40 invitations with the request of a response by 4 April & will advise Mr Preston of final numbers then. Once numbers are known provision of refreshments will be discussed.

- Mr Preston & Chair** are liaising with organisations re activities.
- Entire project is £419.54 over budget and all offered their congratulations to Mr Preston on managing such a large project so successfully. He will liaise with CDC re additional monies required to finalise the project.

9. Website Advisory group

- First anniversary May 2008 – all ideas for a celebration gratefully received before the next meeting 28 March – possibly a questionnaire to raise awareness and get feedback on the site.
- Mr Preston suggested that the village forum be made to stand out more on the home page as this might encourage greater use.
- IT training is going well and was fully booked.
- Website of the year competition is being entered - Mrs Bell to liaise with Chair.
- Website are having a meeting with village hall to look at the best ways of working together using one website rather than village hall setting up there own.

10. Sports & Recreation Building

- Floor – full report not yet received but the damage to the floor seems to be due to the

age of the concrete and sawdust tiles rather than a serious damp problem. The tiles are now past their sell by date are absorbing residual moisture and expanding and a new floor is required as the humps are hazardous. Quotes ranging from £2500-£6500 have been received to remove the existing floor and lay a screed. ACH flooring has quoted £6340 to remove the floor and relay with a damp proof membrane and an oak laminate suitable for the building's use. As the leaseholders the PC are responsible for the fabric of the building – it was proposed by Mr Coley and seconded by Mr Preston with unanimous approval that the cost of the works be split on a 2/3rd to PC & 1/3rd to SARC . The works would be carried out in the summer holidays when building use is reduced - works will take approx 2 weeks. **Chair** to advise Mr Cooper that Mr Preston would discuss grants with him but stressed that the deadlines are very close and 3 comparative quotes would be needed for the work.

11. Planning

Applications

- 08/00384/F Integration Technology Replacement of double doors with single pedestrian access and side window – Building 117 Heyford Park – **no objections.**
- 08/00558/TPO – Mrs Stone – 8 Grange Park – works to beech tree – crown lift to 6 metres and remove 5-6 branches. **No objections**
- 08/00550/F Storm Graphics Heyford Park – renewal of application 07/00460/F change of use to printing company. **No objections**
- 08/00251/F Steeple Aston Pre School – Fir Lane – Single storey extension to improve facilities for children, staff and parents – in circulation
- 08/00575/F Mrs Blackmore – 20 Jubilee Close – Remove existing garage single storey side extension. Replace flat roof of rear extension with pitched roof. In circulation
- 08/00577/F Mr & Mrs Cadd – 5 Jubilee Close – Remove existing garage single storey side extension. **No objections.**
- 08/00619/F National Sports Centre Heyford – change of use of buildings to recreational sports training for use by certain Olympic governing body sports and other sports – **No objections**

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

- 07/02369/LB - Dr Radcliffe's Almshouse Trust Internal/external repairs & alterations 1 & 2 Almshouses, North Side
- 08/00046/TCA – Mr Grubb, Orchard Lea House, South Side – Reduce sycamore by approx 30% and reshape
- 07/02695/CAC - Mr H Townson, The Old Coach House, South Side – Demolition of existing garage, remove 1m section of boundary wall to improve vehicular access.

Appeal

Supporta Datacare – Heyford Park – 07/01755/F

12. Incident Log –

- 2 domestic incidents at White Lion – 1 relating to Middle Aston residents and 1 in house. Both resulted in police presence.
- Miss Boote fell from multi tower in play area – no injuries reported.

- Lead from the church roof was stolen sometime between Thursday 6th March and Sunday 9th March am. The police have been informed.
- Jacob Steele – accident on MUGA – RP completed accident report
- Police presence in village 17 March regarding a knife incident.
- Mr Preston advised he is now a member of the local NAG and has written an article for SAL – this group should be able to put pressure on for help with issues such as speeding, graffiti and parking.

13. Play Area

- Clerk has purchased an accident book for the area and will use for all future incidents. It was agreed that the Clerk’s phone number would not be added to the notices on the play area - her contact details can be found on all notice boards, website, SAL etc.
- The fence and the Springer horse are both being regularly monitored due to continued deterioration. No other issues to report.

14. Reports from Meetings

- Mr Preston had circulated report on Cherwell Playing Pitch & Green Spaces Strategy meeting.
- Chair & Mr Coley attended LDF meeting to discuss affordable housing, rural industrial sites and local businesses.

15. Risk Assessments – updated risk assessment was unanimously approved – it was agreed that Clerk would prepare an action plan for the May meeting. **Action: Clerk**

16 Notice boards

- Clerk had received permission from both the homeowners to put up new notice boards.
- Mr Preston had sourced the best supplier – Creative Solutions and it was unanimously agreed to purchase 2 black aluminum boards for £800 and arrange for installation.

17 Correspondence

Correspondence For Action

CDC LDF Consultation – no sites in Steeple Aston – Chair to circulate document
CDC – LDF Village Policy Workshops – Mr Coley & Chair attended
OCC – Sustainable Community Strategy – no takers

Envelope – for distribution

Clerks & Councils	Newsletter
Local Councils	update

Chair’s correspondence

- **Chair** to advise Mr Needle that the Parish Council are progressing with Affordable Housing through the recommended route of ORCC and partners.
- Football Foundation – evaluation day Monday 7 July 2pm – advised an evening meeting would be preferred.
- Rev McCaw – requested that the Church be included in the organisations that are a valuable part of the village community in the housing needs surveys.

Chair advised of fly tipping on 60' foot – Clerk to arrange for collection by CDC. **Action: Clerk**

18 Affordable Housing - over 150 housing needs surveys have been returned to date with 30 people indicating the need for affordable homes. The results will be collated and advised to the PC at the next meeting. Nicola Ball has advised that the planners are not keen on any of the possible sites that have been identified – she will meet with the Chair to look at sites in the village next month.

19. Parish Plans – The application for a grant was successful and £1500 funding guaranteed. Mr Robinson from Middle Aston is also keen to be involved and work on the plan as a joint venture between the villages. Suggested timetable looks to organise a village meeting in May – discuss dates at the next PC meeting.

20 Village Hall – proposed Mr Coley & seconded Mrs Willatt with unanimous approval that the PC give their backing to carrying out a feasibility study on extending the village hall in the future. Grant funding will be applied for to fund the study. Mr Preston will hire the line marker and repaint the yellow parking lines at the Hall.

21. Finance

Expenditure

Park Leisure Ltd	£1991.62
S Lee – March & expenses	£ 244.37
Public Works Loan Board	£1554.00
S L Forestry & Tree Care – Millennium park	£1175.00
Nicholson Nurseries – Teenage area trees	£ 209.99
S Lee conference	£ 13.22

Mrs McKinley proposed payment of cheques as listed above and Mr Ferguson seconded – unanimously approved and Cheques signed by Chair, Mrs McKinley & Mr Ferguson.

Income –

£100 donation to play area from Middle Aston meeting – **Chair** to write and thank.
£10469.02 VAT refund

22. Any other business

- Mr Ferguson advised that the first bus to Oxford will leave 10 minutes earlier in the future.
- Chair advised that Radio Oxford will be in the village tomorrow and Mr Preston advised that South Today would also be recording in village tomorrow re Calor Village of the Year.

23 Date of Next Meeting – Monday 21 April 2008.

Meeting closed at 10pm

Signed.....

Dated.....