

**Minutes of the meeting of Steeple Aston Parish Council held on  
Monday 20 April 2009 at 7.30pm in the Village Hall Committee Room.**

**Present:**–Mr Preston - Chair, Mr Coley, Mrs McKinley, Mrs Trinder and 3 members of the public Mrs J Whybrew, County Cllr R Jelf (left at 8.45pm) & District Cllr L Annally (arrived at 8.45pm)

**In attendance:** Mrs Lee (Clerk).

**Apologies** were accepted from Mrs Mason, Mrs Willatt & Mr Ferguson.

- 1.**Declaration of interests** – Mr Preston – personal interest in Village Hall. Mrs McKinley personal & prejudicial interest in Affordable Housing.
- 2.**New Councillor** – Mrs Trinder was welcomed to the Council She signed her declaration of acceptance of office and her completed register of interest forms.
- 3.**Minutes of the last meeting** – Monday 23 March 2009 - it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair
- 4.**Public Participation** – none

**5.Clerks report –**

Village hall sign	OCC will replace in this financial year – have requested a timescale
Church yard trees – 09/00042/TCA	The location of trees has been clarified and no objections noted.
Southside/60 ft hedge	Written to OCC to request foliage cut back
NAG rep	New rep is Mr Roger Needle
Bus shelter light	Written to OCC re less obtrusive light – will inspect and alter to better lighting
Dog warden	Visit to school – details have been sent to dog warden
Shepherd Hill hedge	Asked Mr Probbitts for quote for work in the autumn.
BT phone box	Reported to BT & repaired
Route 59 upgrade	Confirmed stone bus shelter good place for RTI and possible bike rack – will keep PC updated – stressed the need to keep up the pressure for evening services.
Sunday bus services	New timetable from 31 May to include Sunday service.
Village street lights	OCC are carrying out a cost exercise to advise how much would be saved – awaiting parish plan results to respond fully
Internal Audit	Booked for after meeting – to be at external auditor by end May.

- 6.**Highways** - Canterbury House – overhanging foliage on Northside – **Clerk** to request clearance.

**7.Planning**

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

- 09/00147/F – 8 Heyford Rd – Resubmission of 08/02446/F – two storey side extension and single storey rear extension

### Certificate of Lawfulness of proposed use or development

- Lansdowne House, Heyford Rd – the proposed single storey rear extension is permitted development

8. **Website** – it was **RESOLVED** to adopt the minutes of 8 April 2009. It was **RESOLVED** to support the note card proposal and to fund a trial with £30.

### 9. **Incidents Log** –

- 28 March - Two elderly residents on North Side issue with lads banging on their doors at night making them very nervous
- Damage to car on Paines Hill – reported to police.
- Issues at Youth Club re older children not involved in youth club being disruptive.
- Heyford Rd – rave – police presence etc.

### 10. **Play Area/Teenage facilities** –

The Playbuilder grant application for £45,000 was successful – congratulations to the working group were offered. ToE & CDC decisions in May – if unsuccessful can scale down the junior version and/or look to alternative funders.

11. **Reports from Meetings** – Mr Coley reported back on CDC Standards Committee meeting.

12. **Parish Transport** - CDC are no longer funding Dial a Ride services which has resulted in the Doctors transport service not being free - £3 return. Parishioners can request bus tokens instead of their bus passes but this will not offer many trips - £30 bus tokens are received in exchange for bus pass. The PC pays towards this service at the moment and has enquired with regard to what this money funds. **Cllr Annally** will find out if there are any other parishes in his ward with the same problem with a view to arranging a meeting between all parties.

13. **Emergency Plan** – Mrs M Plows & Mr N Brown have both advised the PC of their willingness to be added to the plan as first aiders. Mr Brown is a first responder and all contact would be made by 999 – he holds a defibrillator at home. It was agreed that the working group would meet again once the cost of a first aid refresher course was known and discuss this further. **Mr Coley** to work with **Mrs Mason** to obtain further information re costs of courses.

### 14. **Correspondence** –

CDC	Countryside Forum – 22 April	Mr Preston & Mrs Trinder to attend
OPFA Spring Seminar	Details to Mr Preston	
OCC	Cooper School, Bicester consultation re 6 <sup>th</sup> form	No comments
OCC	Alterations to bus services	For information
CDC	Parish Presentation on Development Control Matters	PC to offer to host and request a meeting. <b>Action: Clerk</b>

ORCC	Calor Village of The Year	It was <b>RESOLVED</b> to apply again in 2010 when the new play area was in place.
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CDC Cherwell Recreation Strategy Action Plan 2009/10 – Mr Preston has updated and returned.

Envelope – for distribution

CDC	Standards Committee
CDC	Seniors Groups
CDC	Rural Housing
Equality & Human Rights Commission	Public Sector Duties

### 15.Parish Matters

Litter bins - It was **RESOLVED** to purchase 4 bins for –

- the wall at the village shop
- bus stop at the Nizewell Head
- Southside end of The Tchure
- the top of The Beeches

from the street furniture budget at a cost of approximately £200.

War memorial - the War Memorial Trust have advised it is not possible to apply for a further grant as cleaning is all that is required on the site – it was **RESOLVED** to look at cleaning the war memorial next year .

Pocket Park, Nizewell Head – residents have asked re the possibility of a swing or similar at the pocket park. **Mrs Trinder** to carry out a needs analysis with the local residents to check out how they feel with regard to this possibility – there would be additional costs for play area inspections etc. The possibility of using some of the old equipment from the existing play area when this is refurbished was discussed.

**16.Village Hall** – the village hall committee have studied the feasibility report and have a meeting with Lynne Newin – ORCC village halls - on May 1<sup>st</sup> to discuss funding issues and ideas re refurbishment. Remedial works have been identified - costs approx £5000 – a list of works will be prepared and tenders requested for the works.

**17.Parish Plans** – pilot parish plans have been circulated - when all are received back a decision will be made as to whether the plan progresses.

### 18.Finance

#### Accounts for payment

AC Window Cleaning – Village hall	£ 42.00
Steeple Aston sports & recreation - room hire allotments meeting	£ 10.00
M & D Gardening – spraying & ivies	£ 190.00
J Coley – parish plan expenses	£ 25.00
S Lee – April clerk pay	£ 224.65
HMRC	£ 49.40
OALC – subscription	£ 164.80

ORCC – subscription	£ 20.00
M Probbitts – grass cutting	£ 390.00
Nationwide Building Society - transfer of funds	£20,000.00

It was unanimously **RESOLVED** that all cheques be paid as listed above.

Income

£10362.50 Precept

£825 – village hall feasibility study grant from CDC

Nationwide building society account – the account is now open but as yet no paperwork has been received. It was **RESOLVED** to place a further £20,000 in the account. The possibility of opening a further account to replace the Bank of Ireland accounts was discussed.

Year End accounts- it was **RESOLVED** to accept the unaudited accounts and annual governance statement and the Annual return and accounts were signed by the Chair & RFO.

Insurance - the Clerk has asked Allianz to see if they can match the price quoted by Norwich Union and will update at the next meeting. Norwich Union has quoted a saving of 15% on the renewal premium. Mr Preston has been investigating the offer of Digley’s re play area inspection – decision at next meeting.

**19. Affordable Housing – Rural Exception site** – there was no update regarding the possibility of rural exception housing in the parish.

**20. Date of next meeting** –18 May 2009 7.30pm - Annual Parish meeting followed by Annual Parish Council meeting

The meeting closed at 9.40pm

Signed.....

Date.....

Items for next agenda – none