

**Minutes of the meeting of the Steeple Aston Parish Council held on 19th April 2010 at 7.30 pm in the Village Hall Committee Room**

**Present:** Mrs Mason (Chair), Mr Preston (Vice Chair), Mr Coley, Mrs McKinley, Mr Ferguson, Mrs Trinder, Mrs Willatt and two members of the public, Mrs. Whybrew and Mr Spires

**In attendance:** Cathy Fleet (Clerk)

**Apologies** were received from Mr MacNamara and Cllr. Jelf

**Declarations of Interest :** Mrs McKinley declared a personal interest in affordable housing

**Minutes of the last meeting** held on 15<sup>th</sup> March 2010 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

**Public Participation :** Mrs Whybrew, as the reporter for SAL, informed the committee that she proposed to reply to the recent letter in SAL regarding the proposed affordable housing site at Sixtyfoot and asked for details of the other sites which were considered before the Sixtyfoot site was settled upon. Mrs Mason explained how the other sites had been identified and the reasons they had been deemed unsuitable. Mr Spires expressed concern about the road and footpath proposals for the new site.

**Clerk's Report**

|   |  |
|---|--|
| Church corner Notice Board                        | Clerk has contacted Greenbarnes who say the lock is nothing to do with them. Mr Preston to try and mend the lock.  |
| Pothole by Pre-school                             | Clerk reported to CDC 22 March   |
| Correspondence                                    | Clerk has written to St John's re donation, Friends of Heyford Station re donation and RBS re new account  |
| Loose paving stones on Fenway opposite Water Lane | Clerk reported to CDC 6 April. This has now been mended.   |
| Notice of Planning application for pre-school     | Clerk has written re storage of material and car parking to architects   |
| Bus Shelter at Nizewell Head                      | Mr. Trinder has repaired the window  |
| Footpath at The Beeches                           | This has now been swept. It was <b>RESOLVED</b> that the Clerk should write to Geoff Reeves at Highways thanking him for his support to the village as he is now retiring. |

**Highways/Footpaths** It was reported that the road surface in Grange Park was in poor condition. Clerk to write to Highways  
**ACTION : Clerk**

**Website -** There had not been a meeting of the Website committee since the last PC meeting. Next meeting is 8<sup>th</sup> May

**Meetings -** Mrs Mason, Mr Coley and Mrs Trinder had attended the Core Strategy meeting. Mrs McKinley had attended the Neighbourhood Watch meeting and reported that Steeple Aston is now a low priority area for both speeding and anti-social behaviour. P.C. Caroline Brown has still not responded to invitations to PC meetings, so Clerk to email her again.

**ACTION : Clerk**

**Play Area -** The Play Area is now complete and the opening ceremony was held on 19<sup>th</sup> March. Mr Preston was presented with a gift at the ceremony and thanked the committee for their support. Mr Preston reported to the meeting that the Play Area is extremely well used and is attracting visitors from a wide area. The building of the Playground has been achieved under

budget. He reported that there have been a lot of compliments about the Playground but also a lot of comments on the lack of toilet facilities. A Tea shop has been opened, at present once a week. The increase in use

of the area has demanded more maintenance which has reinforced the need for a village steward as the volunteer system is no longer adequate.

**Insurance** - The Insurance Policy for the Village requires renewal in June. The Clerk provided the documents which Mrs Mason will read to ensure that cover is adequate and the premium reasonable.

**Toilets** - Mrs Mason to get quotes for preparing Application and Building Regs. plans for a toilet and will investigate potential for incorporating external storage for the use of S&R building.

**ACTION : Mrs Mason**

**Pocket Park** - Charter has received the application and there is a meeting scheduled for this week after which they will contact Mr. Preston.

**Village Hall** - External work is now complete but a draught proofing fillet is needed on the external door. The doors require painting. Mr Preston reported that the heating is now not working at all but that a boiler engineer was due on 20<sup>th</sup> April. Grants for the heating system have been applied for. £15,381 is required and £6,500 is already guaranteed. The gas supply will be installed by 4<sup>th</sup> June at a cheaper price than the original quote.

**Sport & Recreation Centre** -Mr Whybrew had obtained quotes for the dry lining work and the Parish Council **RESOLVED** that the lowest quote of £801.35 inc. VAT should be accepted on the basis of a 50%-50% devision of the cost with the S&R.

**Parish Plan** - There will be a meeting on 26<sup>th</sup> April with the PC to discuss the Parish Plan. Mrs. Whybrew to prepare the agenda.

**Village Steward** - Mr Preston had reported that the volunteer system for maintaining the play area and other areas around the village is no longer working adequately and it was **RESOLVED** that the village should employ a Village Steward to carry out various tasks around the village on a part time basis. Mrs Mason to put an advert in SAL. It was **RESOLVED** that the Clerk would act as line manager for the Steward. Mrs. Mason to investigate possible pay levels and draft contract.

**ACTION : Mrs Mason**

**Correspondence** - The Chairman's and Clerk's correspondence was discussed.

**Chairman's Correspondence**

| DATE  | IN/OUT       | CORRESPONDENT   | SUBJECT   |
|-------|--------------|---|---|
| 16.3. | in - e mail  | George Dailey   | Affordable Housing                                  |
| 16.3  | in - email   | McCulloch OALC  | S.A. ROI form                                       |
| 16.3  | out - e mail | Stuart Roberts etc.   | Aff. Housing mix                                    |
| 17.3. | in           | Ray Jelf  | re: Dickeredge bus stop                             |
| 19.3  | in           | Nicholsons Nurseries  | Invoice   |
| 20.3  | out e mail   | Ray Jelf / OCC Peter Evans  | re: above - PC content                              |
| 20. 3 | out e mail   | George Dailey   | Reply to above                                      |
| 22.3  | in e mail    | George Dailey   | Aff. Housing -bund                                  |
| 22.3  | in           | Hallam - Allotment Cmtte.   | copy of letter to Carter Jonas                      |
| 23.3  | in - e mail  | Helen Ross  | Thanks/congratulations re:Play area                 |
| 23.3. | in           | McCulloch OALC  | ROI forms /distributed for delivery                 |
| 27.3  | out - e mail | George Dailey   | Reply re: bund                                      |
| 30.3  | out          | Harwood - Diocesan Comm<br>c.c. M'Caw /Macnamara /<br>Hallam/Kingman (Carter Jonas) | S.A. Allotments - tenure                            |
| 15.4  | in           | Ms. Baglan Jones  | c.c. of letter to Chief Exec. CDC -<br>Aff. Housing |

*April2010/02*

### Clerks's Correspondence

Letter from CDC re Fund raising opportunity- Recycling bags

Letter from CDC regarding Parish Liaison meeting

### **Parish Matters**

- Mrs Willatt reported that the pubs would be holding Whit Races with proceeds to be donated to the defibrillator fund.

**Spring Clean** - The Litter Blitz will take place on 25<sup>th</sup> April.

**Planning** - The Parish Council had no objection to 10/00487/F the erection of a shed at Folly Cottage.

**Affordable Housing** - Mrs Mason had received a detailed update report from Sovereign and ORHP Parish Progress Report e mailed from Tom McCulloch OALC but had not managed to contact him subsequently.

M.M. had spoken to Sovereign, CDC, Sovereign and the Brewery and the landlord of the Red Lion have been in discussion regarding the footpath but no details were yet available. Provision has been made on the draft plans for 5 more parking spaces on the site. The architect has produced draft elevations which have been discussed with CDC. Elevation drawings should be available for the PC within a week. The results of the housing ROI survey will be available imminently. Plans should be finalised soon. The exhibition for the village has been postponed until at least the first week of June to allow for the results of the ROI survey to be evaluated. Mr Spires expressed concern over parking spaces, the danger of increased traffic on Sixtyfoot, the likelihood of further development on the site and the positioning of the footpath.

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

|                            |        |
|----------------------------|--------|
| OALC Subscription          | 171.42 |
| OALC                       | 7.88   |
| St Peter & St Pauls Church | 600.00 |
| Cathy Fleet                | 217.82 |
| Bourton Drain Services     | 115.15 |
| Jasmin Watts               | 320.00 |
| Kevin Preston              | 100.00 |
| Nicholsons                 | 70.00  |
| M & D Gardening Services   | 150.00 |
| M & D Gardening Services   | 255.00 |
| Cotefield Nurseries        | 983.70 |
| Kingdom Signs              | 115.15 |
| SAVH                       | 90.00  |
| Richard Preston            | 60.00  |
| BR Coaker                  | 82.25  |

The Clerk had investigated the possibility of opening a holding account with the Coventry Building Society and had been told it was only available for individual clients. Investigation into other Banks revealed that in the current economic climate it was not worth opening another account.

*April2010/03*

**Date of next meeting : 17<sup>th</sup> May 2010**

**Next CDC Liaison Meeting 9.6.2010 at 6.15p.m.**

**The meeting closed at 9.58pm**

**Signed ..... Mrs M Mason    Date .....**