

**Minutes of the meeting of Steeple Aston Parish Council held on
Monday 16 June 2008 at 7.30pm in the Village Hall Committee Room.**

Present, Mrs Mason – chair, Mr Preston, Mrs McKinley, Mrs Willatt, Mr Ferguson, Mrs Lee (Clerk), 6 members of the public – Mrs Whybrew, Mr Bickley, Mr & Mrs Dunn & Mr & Mrs Vickers. PC S Sullivan & PCSO S Cooper

1. **Acceptance of office** – Mrs Mason signed to indicate her acceptance of the Chair for 2008/9.
2. **Apologies** were received and accepted from Mr Coley, Mr Hotson & County Councillor Jelf
3. **Declaration of interests** – none
4. **Public Participation** – residents from the Dickredge attended to express their concern regarding that an accident is waiting to happen due to the continued parking on the edge of the junction resulting in a poor sight line on exiting The Dickredge. They were advised that OCC would be laying white road markings end June/early July, which would help to identify the road junction. TVP advised that they could enforce parking restrictions as the cars were parked within 10m of the junction. It was agreed that the PCSO's would place letters on the offending cars for the next few weeks to see if this has any effect – ticketing would then be considered as appropriate. In addition the PCSO's were asked to take the same enforcement action at the junction of Harrisville and the Red Lion corner, which had all been identified as areas of risk – road safety has been identified as a priority area by the NAG. In addition Clerk to again request white line markings for the bus stop at the top of the Dickredge. **Action:**

Clerk

Clerk to check on report of overhanging foliage opposite the White Lion and report to OCC as appropriate. **Action: Clerk**

Issues with noise levels at MUGA were raised for discussion later in meeting. It was pointed out that weeding was required along the BMX boundary fence to allow the hedging to grow effectively. **Action Mr Preston**

5. Police/PCSO's

PC Sullivan advised that

- letters were being written to those attending the recent teenage party on Robinson's Close – clearing up took over 3 hours and included broken glass in the play area.
- the theft of lead and other metals was a national problem – a local prosecution had recently been made. Latest crime is theft of fuel – petrol & heating oil.
- The Chair advised of speeding issues in the Robinson's Close car park when driving down to the lower car park – TVP agreed that some form of traffic calming such as a speed hump should be effective.

Thanks were offered to the PCSO's for all their work and increased presence in the village.

6. **Minutes of the last meeting – 19 May** – these were proposed for acceptance by Mr Preston with unanimous agreement and were signed as a true record of the meeting.

7. Clerks report

Dickredge	OCC have advised junction markings will be laid before end June
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Fenway sign	Fenway sign has been replaced
Allianz	Have advised that it is not possible to comply with the Trust request re insurance & lease conditions - discussed under teenage facilities
Highways	Pre-school zigzag lines – Preschool are happy with the proposals. Clerk had sent a letter to neighbouring residents. Comments against the proposals received from 1 resident – Clerk to contact - proposed by Chair with unanimous agreement to proceed with the works.
Notice boards	Mr Preston is discussing with Aston Windows.
Village hall sign	OCC are redesigning signs and will replace in summer
Heyford Rd footpath	Mr Preston & Clerk have reported to OCC as footpath impassable
Harrisville	Letter written to all residents re parking issues.

8. Matters arising from Annual Parish meeting – none

9. Highways –

- Hopcroft Holt/Rousham Rd – water still pouring down road – Clerk to chase again. In addition to chase again the clearance of mud and debris on road edges on The Beeches. **Action: Clerk**
- Robinson’s Close car park – agreed that traffic calming could be the solution to the speeding problem to the lower car park and Trust to be advised of PC support for this.
- The Crescent – Clerk to contact Charter and ask them to carry out works to the hedge at the lower end of the garden of 23 when working on the hedge next door. **Action: Clerk**
- Overhanging foliage bottom of Paines Hill – Clerk to inspect and advise resident/OCC as appropriate. Need to check if on resident or Highways land. **Action: Clerk**

10. Website –

- The entry to the NALC website of the year award was unsuccessful.
- It was proposed by Mrs McKinley with unanimous agreement that a children’s competition with a £25 prize would be held on the website.
- A welcome to the village video is being investigated – possible funding CDC/Doris Field Trust.
- Next meeting 19 June looking at increasing profile and celebrating 1st anniversary.

11. Sports & Recreation Building – decision needs to be made by the Sports & Recreation building committee re contractor for flooring and dates booked so that the work can be carried out over the summer.

The new Steeple Café is proving very popular.

12. Planning

Applications

- 08/00938/F Mr Harris – 3 Grange Park – side and rear extensions with garage conversion and relocated access – as amended by plans received 16/5/08 – objections as before
- 08/01228/TCF - Mr Staig – Rectory Farm House – Fell 2 sycamore – No objections
- 08/00827/TCF Mr Hull – 6 Lawrence Fields – amended drawings for single storey extension. Garage conversion with 2 dormer windows - No objections
- 08/01246/F European Promotion UK Ltd – Continued use Building 221 Heyford Park – No objections.

Granted: The following applications had been granted planning permission subject to conditions

- 08/00693/F Mr & Mrs Vickers - 5 Grange Park – 2 storey and single storey extensions to rear & front porch
- 08/01008/TCA - Dr & Mrs McGrath – Landsdowne House – Fell 2 Western red cedar
08/00653/F - Dr Radcliffe's CoE Aided Primary– Governor & Headteacher – Fir Lane – Ground floor extension of 2 classrooms & heads office, extension of main hall, new sheltered area around hall, new disabled ramp access to front door & provision of new disabled car parking space.
- 08/00827/F - Mr Nick Hull – 6 Lawrence Fields – Two storey extension to S elevation with link way to new room over existing double garage with 2 dormer windows
- 08/00775/F Mr Scott – 11 Bradshaw Close – 2 storey front extension and porch
- 08/00758/F - Ms Cox – Mijas, South Side front & rear extensions – dormers to roof for loft conversion. Rebuild front boundary wall in accordance with revised plans

Certificate of Lawfulness – 30 applications for continued use on Heyford Park without a specific grant of planning permission.

Village Policy workshop meeting on 25 June 10am – CDC will visit the village to discuss settlement boundaries with the PC. If settlement boundaries were introduced this could open up areas of the village for development. There were several concerns raised re this approach to planning –

- Central area of open land very important to village – how could it be kept out of the boundary – policies?
- Open land between Middle Aston & Steeple Aston – same applies as above it is important to keep the gap between villages.
- Would this affect rural exception sites?
- How would recreation areas/allotments be protected?
- The map does not show the whole village.
- Reduction in flexibility with this approach

All were asked to advise the Clerk of any other issues before the meeting for circulation .

Action: All

13. Incidents Log – 22/23 May – party Robinson's Close, Millennium Park etc police informed

14. Play Area – No issues – gate repaired. It is important that planning starts soon for a new play area as there are several items starting to deteriorate. This could be incorporated in the parish plan work providing the Parish Plan steering group are happy with this.

Mr Preston will provide drainage plans to Henmans ASAP in order to release contribution to cost of works. Clerk to copy Trust all insurance documents and copy of letter from Allianz advising that Trust cannot be joint holder of policy.

Action: Clerk

Teenage Facilities – it was agreed that all councillors would monitor the MUGA area on Sundays and report back re noise levels etc at next meeting.

Action All

15. Reports from Meetings – none

16. Correspondence –

CDC	LDF – Village Policy Workshop	Mr Coley attended
CDC	LDF village policy	Meeting arranged 25 June 10am – John, Richard, Sue & Margaret & Clare.
OCC	Grass cutting Grant - £1699.69	
Harrisville residents	Re Highways issues	Discussed in public participation
SEERA	Consultation on sub regional allocation of primary land won aggregates in SE	No response
CDC	Parish Liaison Meeting	Info re Budget consultation item
TVP	Parish Liaison meeting	21 July 6pm The Belfry Thame – no takers same evening as PC

Envelope – for distribution

CDC	LDF notes March meeting
Oxford Minerals & Waste Plan	Newsletter
SEERA	Sustainability Framework

17. Affordable Housing – Clerk to ask ORCC which CDC planning officer is working with them on the site proposals. **Action: Clerk**

18. Village Hall – Feasibility study is progressing – questionnaire to users is being finalised shortly. VHMC will report back to PC with recommendations for consideration in due course. The Chair pointed out the importance of considering funding for any proposed works in the near future. Security proposals – the village hall have proposed that at present no action should be taken re security of lead – the PCSO’s have alerted the village to be more vigilant – this proposal was unanimously accepted and the Clerk to advise insurance company. **Action: Clerk**

19. Parish Plans – next meeting 23 June - 2 main issues at present –

- Design Statement – Cllr Macnamara has sent information to Mrs Whybrew but needs a professional view so will forward to Mr Mason for comment & request that he contact CDC planners to discuss the best way forward.
- The importance of the Parish Plan being a whole village document owned by the entire village was stressed. Mrs Whybrew advised that a questionnaire would be looked at in the future with a pilot questionnaire initially to a sample.

20. Finance

Accounts for payment

S Lee – clerk	£244.37
M & D Gardening Services – M Probitts	£195.00

Proposed for payment Mr Ferguson with unanimous agreement.

Monthly budget review – was unanimously accepted with no questions.

21. Any Other Business:

Bin on Paines Hill has lost its liner – Mr Preston/Chair may have a spare one.

Action Mr Preston/Chair.

The need for a larger bin by shop was raised. Present bin is owned by shop - consider whether PC should install large bin at this site.

Buses are still speeding through the village – registration numbers and times to be advised to Clerk to report to Stagecoach.

Action: All

22. Date of next meeting – Monday 21 July 2008 7.30pm

The meeting closed at 9.57pm.

Signed.....

Date.....