

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 16th July 2012 at 7.30 pm in the Village Hall Committee Room**

Present: -Mrs Mason, Mr Preston, Mr Coley, Mr Kewley, Mrs Trinder, Mr Ferguson, Mrs Mckinley, Cllr Kerford Byrne, Cllr Jelf, Cllr Macnamara, Mrs Bulleyment

In attendance: Cathy Fleet (Clerk)

Apologies No apologies had been received

Declarations of Interest : Mrs Mason declared an interest in the Village Hall and the Sport & Rec. Mr Preston declared an interest in the Village Hall.

Minutes of the last meeting held on 18th June 2012 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

07.12.01 Public Participation : There were no issues raised.

07.12.02 Clerk's Report

1. Potholes continue to be an issue. They have all been reported but no action has been taken by OCC. Particularly bad are the ones on Heyford Road and the Beeches. Clerk to chase and notify Mr Preston & Cllr Jelf of reference numbers etc.

2. Police - Clerk had contact PC Sullivan regarding parked vehicles. The white van is not considered to be causing an obstruction so the police can do nothing despite being contacted by members of the public about it. PC Sullivan to investigate the Jaguar on South Side.

3. Standing Orders and Financial Regulations - Clerk has made amendments as agreed and circulated to all councillors. The adopted Code of Conduct has also been circulated and the necessary paperwork returned to CDC

4. Grasscutting - The grass had been cut two days previously but there had been complaints, in particular from a resident of Sixtyfoot. On investigation it emerged that a section of the grass verge up to the 30mph sign is not being cut by Mark Probbits despite it being marked on the map on his contract. Clerk to speak to Mark

ACTION : CLERK

07.12.03 Matters Arising

1. Birdboxes - Still with Springhill awaiting completion

ACTION : MM

2. Hooks in Playground - In hand

ACTION : MM

3. Leaky Tap in toilet - Clerk to chase Cliff Stoneman

ACTION : CLERK

4. Debris in Water Lane - Cllr Jelf to chase

ACTION : RJ

5. Rubbish Bin - To be installed on Church corner

ACTION : MM/RP

07.12.04 - Village Map The map is ready to go to the printer (will cost £72+VAT) The frame may only need cleaning and re-sealing. Paul Barber will report to MM re: cost. SF requested that he have the old map. Thanks were expressed to Martin Lipson for his work on the new map.

07.12.05 Highways/Footpaths - Drains, potholes and storm drain blockages are all issues which have been reported and not actioned by OCC. Clerk to chase .

ACTION : CLERK

Footpaths - CDC have a pavement cleaner, Clerk to investigate why it has not been used in rural areas.

ACTION : CLERK

07.12.06 Website - Nothing to report

07.12.07 Meetings - No meetings had been attended

07.12.08 Play Area - The basket swing has been repaired by Trevor. Ryan has attended to nails on the fencing.

07.12.09 Village Hall /SAVA - Repainting of the exterior of the village hall is complete. Weatherboards have been replaced and the nameplate painted. Martin Lipson has applied to ORCC for £10K which was declined due to lack of information. ORCC need Planning approval and Freeholders' confirmation of matched funding. Mrs Trinder proposed and Mrs. McKinley seconded that a Planning Application be submitted (£167.50). 3 quotes are to be obtained for the work. ORCC are meeting in November to allocate funding and Steeple Aston is on the Agenda. Application should also be made to Viridor in Oct/Nov. The ladies' toilet and chair store should be included as they are H&S issues which need addressing. The PC discussed the amount of funding they would be prepared to put up and it was agreed that an amount not exceeding £10K could be provided.

There are some bollards missing down the East side of the village hall. Clerk to ask Trevor to liaise with Richard regarding their replacement. **ACTION : CLERK**

The bottom step at the entrance to the village hall is broken due to mis-use by skateboards, scooters, etc. It was felt that the damage did not require immediate attention and the village hall committee is to be asked to monitor the situation.

06.12.10 Sport & Recreation Centre - A grant of £12.5K has been received from Viridor. The application to TOE2 has also been successful and payment received. The Building Regulations application will be made this week. Mr. Preston proposed and Mr. Coley seconded that the work to re-roof and insulate the building be carried out in August during the school holidays in order to cause minimum disruption to the Pre-School. The S&R have raised in excess of £5K and the PC will be required to pay approx £9K.

07.12.11 Toilets/Cleaner - It had been reported that the wooden cross brace on the inside of the toilet door has come off and Julia has placed in the store cupboard for safekeeping. Mrs. Mason to arrange for its replacement. **ACTION : MM**

Julia is providing Clerk with regular stock checks in order that accurate monitoring of use of supplies can be made.

06.12.13 Allotments - A copy of the Insurance Certificate is to be sent to Rose McCready **ACTION : CLERK**

Bob Staig is unable to look at the fencing until August due to pressure of work. Mrs Mason to speak with him and Bob Bickley in August **ACTION : MM**

A Statutory Declaration in the presence of a solicitor, contracting out of security of tenure under the Landlord & Tenant Act 1985 has to be sworn. It was agreed that Mrs. Mason should do this and return to Henmans for onward transmission to the Oxford Diocesan Board of Finance's solicitor. Stamping and registration formalities will then be addressed by Henmans before completion. **ACTION : MM**

No confirmation of payment of rent has been received from the Diocese.

No rent has been received from the Allotment Association. Clerk to contact Mrs. Walton, SACAA treasurer **ACTION: CLERK**

07.12.14 Mobile Reception - Mr Kewley to follow up acknowledgement **ACTION : DK**

07.12.15 Jubilee - Mr Coley reported that the Jubilee committee would like the money raised to be used to contribute to the funding of the commemorative stone for the churchyard. Mrs Mason to respond with thanks **ACTION : MM**

07.12.16 Commemorative stone - Mrs Mason and Mr Kewley had met with the stonemason who will create working drawings, to be agreed with the PCC and give an indication of the potential costs. The project will probably take about a year to complete and the initial estimate of cost is around £2K

07.12.17 Correspondence - Correspondence lists were circulated and discussed

07.12.18 Planning -

12/00793/F	Hook Norton Brewery, Red Lion South Side	Replacement of two rear lean-to buildings with a single cellar building
12/00861/F	Mr & Mrs Cater Brookside, Paines Hill	First floor and single storey rear extension

There were no objections to the Red Lion application. Mrs Mason to draft objection to Brookside for Clerk to submit to CDC

07.12.19 Affordable Housing - No report of progress has been received.

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

Cheque No	Payee	Detail	Amount
200561	Ryan Kilby	Maintenance	156.98
200562	John Bourton	VH painting	920
200563	Rodney Brock	VH painting	965
200564	Cathy Fleet	Clerk salary	217.82

200565	Cathy Fleet	Clerk expenses	18.50
200566	Julia Joyce	Toilet cleaning	160.00
200567	Mark Probbitts	Grass cutting	245.00
200568	Margaret Mason	reimbursement	4.99

07.12.21 AOB - Cllr Kerford-Byrne informed the meeting that the free school at Upper Heyford had been given the go ahead , that the Auditors questions was on-going and that he would let Clerk know the outcome as soon as possible. Changes are possible with regard to feedback to parish councils from Planning when planning decisions go against PC's comments.

Mr Preson asked Cllr Kerford Byrnes to find out why CDC are the only Council in Oxfordshire who do not give grant funding for village halls. He also asked him to find out about the pavement cleaner and it's availability in rural areas.

Mr. Preston also asked why funding had been made available for the Dial a Ride service which was clearly not working. ACTION : MKB

Cllr Macnamara informed the meeting that the development scheme has been approved. Eco Bicester may be made a garden city; RAF Bicester is up for sale; the canal conservation area is to be approved in July. The Banbury Master Plan is imminent.

Date of next meeting : 17th September 2012

The meeting closed at 9.15pm

Signed Mrs M Mason Date