

was received and considered. Cllr R Preston proposed, Cllr S Ferguson seconded the motion and the Council **RESOLVED** (unanimous) that the Grievance Procedure is approved.

07.20.08 Child Protection Policy: The Steeple Aston Parish Council Child Protection Policy was received and considered. A responsible officer must be appointed to take actions as required. **RESOLVED** that the Parish Clerk will:

- (i) Check that the child protection policy complies with up to date legislation
- (ii) Confirm whether she is prepared to become the responsible officer
- (iii) Will review the OCC Safeguarding Policy and confirm if the SA policy needs modifying.

Action: *The Parish Clerk will action points (i) – (iii) above and then report back to the Council.*

07.20.09 Highways/Footpaths. It was noted that:

- (i) Pot Holes: There are still pot holes on the Heyford Road.
- (ii) Road Works: A road closure advance notification sign has been installed on the A4260 at Hopcroft Holt and another at the Rousham turn warning of a road closure in August.
- (iii) Speed Radar Box: OCC can supply a radar box for 1 week at a cost £100 plus VAT – this replaces Cllr Fatemian's original offer. The radar box will register the number of cars travelling in both directions and the speeds at which they are travelling. OCC will evaluate this information. Cllrs agreed that the location should be on a post on the grass verge beside the bus shelter opposite Bradshaw Close.

ACTION: *The Parish Clerk will book the radar box for use during the 3rd week in September subject to OCC confirming that the Parish Council will be sent a copy of the results from the radar box. If this information will not be available to the PC the radar box will not be booked.*

- (iv) Double Yellow Lines etc by the School: The zig-zag and keep clear lines near the school should have been reinstated by now but this has not been done.
- (v) Lollipop Attendant: Cllrs discussed the pros and cons of double yellow lines outside the school and also the need to keep pushing for the reinstatement of a 'Lollipop Lady/Man'.

ACTIONS:

1. *The Parish Clerk will follow up the painting of the yellow and white lines with OCC and bring this item forward as an agenda item for the September meeting.*
2. *Cllr H Wright was asked to check if any response is yet available to the most recent assessment for a 'Lollipop Lady/Man'.*

07.20.10 Neighbourhood Development Plan (NDP): Progress on the NDP was discussed. It was noted that:

- (i) Very limited progress is being made.
- (ii) Cllrs would like to see a copy of the initial draft plan.
- (iii) Few minutes are available from the various meetings.
- (iv) The NDP requires extensive consultation.
- (v) All 11 parishes need an agreed list of items for discussion and a questionnaire that will enable them to collect the same information.
- (vi) It is proving hard to achieve a cohesive consortium with 11 Parishes involved. A reduced number of pro-active parishes might be more effective.
- (vii) The Ardley and Frewcott parishes are nominally leading the consortium but are inactive and failing to attend meetings.
- (viii) A provisional meeting is proposed on 29th or 30th July to address the current issues. All member Councils have been invited to send two representatives. SAPC will send

Cllrs J Coley and M Lipson. Cllr S Ferguson may also be able to attend if required. It was considered important that all parishes attend as the lead parishes should be reviewed at this meeting.

- (ix) The lead partner(s) of the consortium will be required to contribute considerable effort but Upper Heyford PC has indicated that it may be prepared to take over as the lead Parish and if so SAPC will provide close support.

07.20.11 Neighbourhood Watch: Residents will be invited to become involved via Steeple Aston Life and the Website Promotional 'freebies' are being sought.

07.20.12 Web Site: The minutes from the most recent meeting of the web site committee had previously been circulated. They are trying to make the site more user friendly but only one person is currently able to do the necessary web upgrades. The web hosts have offered help as and when they are able to do so. An IT student may be employed to work on improvements during his Christmas vacation, subject to funds. Financial support is currently being sought. The ultimate aim is for the PC and various groups to update their own web pages.

07.20.13 Meetings: The Chairman recently attended a reception for the 'Canal and River Trust'.

07.20.14 Play Areas: Crime reports have been logged for the recent extensive vandalism. Mr Hawes has been asked to fix a lock on the toilet door. It was noted that, unusually, the play area appeared a little neglected on the night of the meeting. Some older residents have asked for adult fitness equipment to be installed. Ms Watling advised SAPC to check the new recommendations (April 2014) regarding distances between adult exercise and children's play equipment. Zurich, other insurers or RoSPA can advise.

ACTIONS:

- 1. The Parish Clerk will write to Chris Hawes and Julia Joyce to thank them for their prompt responses to this problem and help in clearing this up.*
- 2. The Parish Clerk will check that Mr Kilby is ok.*
- 3. Cllr R Preston will order more play bark.*
- 4. The Parish Clerk will check the new requirements relating to the installation of adult fitness equipment close to children's play items.*

During the meeting Cllr M Lipson was also thanked for his help dealing with the recent vandalism.

07.20.15 Village Hall: There are a lot of weeds at the front of the Village Hall.

ACTION: *The Parish Clerk will employ Mr Kilby for two hours to hoe the gravel now and also ask the contractors to treat the area with weed killer when next in the area.*

The drains were recently blocked by blue paper towels so this will be monitored.

07.20.16 Toilet/Cleaner: The PC thanked Julia Joyce for doing a fantastic job.

07.20.17 Allotments: There is now a waiting list. The Allotment Society has asked that the eligibility clause be revised so that new allotment holders must live in Steeple or Middle Aston. The Chair proposed, Cllr S Ferguson seconded the motion and it was **RESOLVED** (unanimous) that from now on allotments will only be available to people living within the civil parish of Steeple/Middle Aston.

07.20.18 Correspondence: None.

07.20.19 Planning - The following planning applications had been received and considered:

15/00405/F: Demolition of UAX building, Telephone Exchange - APPROVED

15/00814/F: 28 Heyford Road - APPROVED

ACTION: *The Parish Clerk will check the CDC planning portal to check that the residents of the bungalow had been given planning permission to tarmac over the front garden. If so when did CDC send this planning application to SAPC for consideration.*

Discussion followed about the rules relating to the installation of solar panels in the conservation Area.

The suggestion that a dropped kerb might be installed in front of the block of flats situated opposite the former White Lion pub was discussed. A planning application has not yet been received and therefore no decision is due at present. However, it was noted that it would open up an access onto a busy junction and remove on street parking for two vehicles.

ACTION: *The Parish Clerk will ask for proposal to be submitted so that they can be formally considered at the September meeting.*

The partial self build at the Crescent was discussed. CDC are selling a shell which has been built on CDC land but requires finishing off. The buyer would need to install a kitchen and bathroom, doors and then decorate it. CDC claim that there is no local interest but SAPC suggest that this is because local people are not aware of this opportunity. It was thought that mortgage help may be available but that the owners will have to live in the finished house for 5 years before they can sell it on.

ACTION: *Cllr M Lipson will ask CDC for more information for inclusion in Steeple Aston Life.*

06.15.20 Finance - RP proposed and ML seconded and it was **RESOLVED** to accept the following Accounts for payment in July 2015:

Cheque No	Payee	Detail	Amount
200867	OALC	Chair training	£78 *
200686	SAVH	Hall Hire	£144.75
200869	Ryan Kilby	Playground maintenance	£156.98
200870	Mark Probbitts	Grass cutting	£285
200871	Boughton Drains	VH Drain clearance	£189.60 *

* VAT reclaimable

ACTION: *The Parish Clerk will ask Boughton Drains to issue their payments receipt to SAPC.*

Date of next meeting: 21st September 2015

The meeting closed at 9.17pm

Signed **Mr. J Coley (Chair)** **Date**

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
06.15.08	Clerk to obtain Footpath map from Sarah Aldous	CF
	All to put up/renew footpath signs	All
	Clerk to send further letter of OCC re problems at 2 Grange park & report on Fix My Street	CF
06.15.11	JC to arrange meeting of the Personnel Working Party	JC
07.20.08	Clerk to (i) Check that the child protection policy complies with up to date legislation (ii) Confirm whether she is prepared to become the responsible officer (iii) Review the OCC Safeguarding Policy and confirm if the SA policy needs modifying.	CF
07.20.09	Clerk to book the radar box for use during the 3 rd week in September subject to OCC confirming that the Parish Council will be sent a copy of the results.	CF
	Clerk to follow up the painting of the yellow and white lines with OCC and bring this item forward as an agenda item for the September meeting.	CF
	Cllr H Wright to check if any response is yet available to the most recent assessment for a 'Lolly Pop Lady/Man'.	HW
07.20.10	Cllrs J Coley and M Lipson to attend NP meeting 29 th or 30 th July and report back. Cllr S Ferguson to act as substitute if required.	JC/ML
07.20.14	Clerk to (i) write to Chris Hawes and Julia Joyce to thank them for their prompt responses to the recent vandalism. (ii) check that Mr Kilby is ok. (iii) check the new requirements relating to the installation of adult fitness equipment close to children's play areas.	CF
	Cllr Preston to order more play bark	RP
07.20.15	Clerk to (i) employ Mr Kilby for two hours to hoe the gravel at VH. (ii) note that it needs treating with weed killer when the contractor is next in the area.	CF
07.20.17	Allotment conditions to be updated	CF
07.20.19	Clerk to check CDC planning portal to confirm that permission given to tarmac over front garden at 28 Heyford Road.	CF

	Clerk to ask for formal proposal about the dropped kerb opposite to the former White Lion to be submitted so this can be formally considered at the September meeting.	CF
	Cllr M Lipson to ask CDC for more information about the part build currently available. Details to be included in Steeple Aston Life.	ML
07.20.20	Clerk to ask Boughton Drains to issue their payments receipt to SAPC.	CF