

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 17th September 2012 at 7.30 pm in the Village Hall Committee Room**

Present: -Mrs Mason, Mr Preston, Mr Coley, , Mrs Trinder, Mrs Mckinley, Cllr Kerford Byrne,
Members of the public: Mrs. Whybrew, Mrs. Helen White, Mr. Peter Kohn

In attendance: Cathy Fleet (Clerk)

Apologies Apologies had been received from Mr, Kewley, Mr Ferguson and Cllr Jelf

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 16th July 2012 were read and it was RESOLVED to accept these as a true record of the meeting and they were signed by the Chair.

09.12.01 Public Participation : Mrs. White wished to discuss the Old White Lion pub which she and her family have recently moved into. She explained that they will shortly be submitting a planning application for change of use from a pub to residential use. They have no plans to significantly change the exterior and simply want to make internal changes and tidy up the exterior. She also said that the family are very keen to become involved in village activities. She said that they have a number of pub fittings, glasses etc which she would like to offer to donate to the S&R. Mrs. Whybrew to pass the offer on

ACTION : JW

Cllr Kerford-Byrne commented on the Cherwell Local Plan and the submission which is due by 10th October. He and Cllr Macnamara are supporting and fighting for the allocation of new dwellings to be proportional to the size of village and the amenities available. There is a proposal to cluster Steeple Aston with Lower Heyford and it was suggested that it may be more appropriate to cluster Steeple Aston with Middle Aston. Mrs Mason to collate all comments made by Councillors and make the submission by 10th October.

ACTION: MM

Mrs Whybrew requested that the bushes on the right hand side of Water Lane going towards Fenway are restricting visibility and should be cut. Mrs. Whybrew to inform Clerk of landowners contact details

Mr Kohn wished to discuss the Allotments which is minuted later in these minutes

09.12.02 Clerk's Report

1. Clerk had reported prior to the meeting that Mark Probbits had folded his business and would therefore no longer carry out grass cutting or hedge trimming in the village. He had submitted an invoice for £775 for work carried out and it was agreed that as not all areas had been cut according to his contract, payment of the invoice should be reduced to £675.

2. The grass currently needs cutting and Clerk to speak to Bob Bickley offering him £240 per cut. If he is unable to carry out the work, Clerk to speak to Bob Staig. 2 cuts are probably required this year and separate new contracts for grass cutting and hedge/shrub pruning will be arranged in the new year.

ACTION : CLERK

3. Finders Keepers had emailed Clerk requesting information regarding the trimming of hedges around 14 Lawrence Fields. This area is not the responsibility of the Parish Council. Clerk to respond to Finders Keepers.

ACTION : CLERK

4. Clerk to request quotes from Bob Staig for cutting the hedge in the car park, pruning the roses and removing saplings on Heyford Road , trimming the hedge at the front of Lawrence Fields and removing the dead bush by the stone bus shelter.

ACTION : CLERK

5. Clerk had had email correspondence with OCC Highways regarding the overgrowth of the Beeches footpath on Heyford Road. Initially OCC stated work could not be carried out due to lack of funds, but upon Clerk reiterating the safety issue OCC are re-considering. Clerk to chase.

ACTION : CLERK

09.12.03 Matters Arising

1. Birdboxes - Ryan to be asked to fix boxes in trees ACTION : CLERK
2. Hooks in Playground - A large masonry drill is required to fix hooks. MM and RP to liaise ACTION : MM/RP
3. Leaky Tap and damaged door in toilet - Clerk to ask Dave Trinder to repair ACTION : CLERK
4. Rubbish Bin - Has been installed on Church corner
5. Village Map The frame and map are ready , all that is outstanding is the glass. Mrs Mason to chase Thanks to Tris Edwards for refurbishing the frame. ACTION : MM

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

White lines throughout the village are fading and need re-doing.

A small hole by the Dickredge bus stop has been marked in white by OCC. Clerk to find out why. ACTION : CLERK

Clerk had received information regarding supplies of salt from OCC. This will be in the form of a free bulk bag after the initial fill-up. It was decided that as supplies from last year are unused this would be declined due to storage and distribution difficulties. Clerk to return Proforma to OCC. ACTION : CLERK

Clerk had received information from Bradshaw Close resident regarding a car which had rolled down the hill from the pub and damaged the dry stone wall and demolished a small tree on the verge. The resident concerned is pursuing an insurance claim for the wall. Clerk to follow up claiming for the tree. ACTION : CLERK

Raj and Parry at the shop have complained, and Clerk has reported previously, that the CDC owned bin outside the shop is being used for dog waste and they would like it to be re sited. Clerk to request that CDC remove the bin and re-site it by Jubilee Close.

ACTION : CLERK

09.12.05 Website - The minutes from the recent meeting have been received

09.12.06 Meetings – Mr Preston reported attending a Voluntary Organisations Forum at which Dial-a-Ride and car sharing were discussed. Mr Preston is in contact with Neil Timberlake to resolve the Dial-a-Ride issues and following an advert in SAL 9 volunteers with 7 cars have offered to join the car sharing scheme which will be up and running shortly. Mrs. Mason to attend forthcoming Parish Liaison meeting

09.12.07 Play Area - Some items are still awaiting attention from Trevor Steward - Clerk to chase. Ryan to be offered £20 to site the birdboxes and a total of £80 to apply preservative to four picnic tables. ACTION : CLERK

09.12.08 Village Hall - The Planning application has been submitted. Fees of : Survey £675, Drawings £1750, Structural Engineer £290, CDM (H&S) £990, Building Regs £390, Calculations £175 plus VAT are required. It was RESOLVED that the Parish Council would commit to funding this expenditure, this to be funded from the £10k funding agreed by the PC. The VHC have also agreed a maximum of £10k towards the project.. Applications are to be submitted to the OCC Councillor grant, OCC, Gannett and Viridor for grant funding.

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

09.12.09 Sport & Recreation Centre - The roof is now complete and a grant of £12.5K has been received from Viridor. The balance to be paid to Mr. Buswell by the PC. Clerk to liaise with Helen White (Auditor) as to best practice bookkeeping in order to process this. ACTION : CLERK

An energy saving survey of the VH building has been carried out and will be published in the near future.

09.12.10 Toilets/Cleaner - It had been reported that another wooden cross brace on the inside of the toilet door has come off and Julia has placed in the store cupboard for safekeeping. Clerk to arrange for Dave Trinder to replace. ACTION : CLERK

09.12.11 Allotments - A copy of the Insurance Certificate has been sent to Rose McCready. A Statutory Declaration in the presence of a solicitor, contracting out of security of tenure under the Landlord & Tenant Act 1985 has been sworn.

No initial rental payment has yet been received from the Allotment Association - Mr Kohn to chase,

Mrs Mason has spoken about fencing to Bob Staig which will quote. Some chicken wire and a pile of debris needs to be removed by the allotment holders before the work can be done. He will also grind out the tree stump. A skip is required for the disposal of debris which Peter Kohn will arrange and invoice to the parish council. ACTION : PK

09.12.12 Mobile Reception It has been reported recently that O2 and Vodaphone will supply a Boostbox for £50 in order to improve signal.

07.12.13 Commemorative stone - Mrs Mason presented some initial drawings from the stonemason proposing that the stone be set into the ground rather than being a vertical stone. This was unanimously rejected and Mrs Mason to further discuss with stonemason.

ACTION : MM

09.12.14 Apple Press project - An application has been made to the Councillor Community Projects fund for £750 for funding a community apple press for use throughout the village.

07.12.17 Correspondence - Correspondence lists were circulated and discussed

07.12.18 Planning -

12/00861/F	Mr & Mrs Cater Brookside, Paines Hill	First floor and single storey rear extension REFUSED
12/00635/LB	Mr & Mrs Cartwright Sunnybank, Northside	Internal and external alterations APPROVED
12/00173/TCA	Mr Dale Cedar Court Water Lane	Tree work APPROVED
12/00206/TCA	Mrs Churchill, Chestnut House, Paines Hill	Tree work
12/01101/F	Village Hall	Demolition of lean to structure and construction of new single storey extension
12/01168/F	Sarah Twomey, Junipers, the Dickredge	dormer to north elevation
12/0022//TCA	Notice of Intent - felling of Hawthorn at St Peters Church on grounds of safety	

07.12.19 Affordable Housing - it is expected that the planning application will be submitted at the end of October and the plans will be exhibited in the village after submission. The architect has reworked the plans following a site survey and taking into account consultations with CDC. The revised siting of the footpath still has to be agreed with OCC Highways.

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

Cheque No	Payee	Detail	Amount
200569	CDC	B. Regs fee (S&R)	84.00 *
200570	CDC	Planning fee (VH)	167.50 *
200571	Cleford Essex	S&R drawings	465.82 *
DD	PWLB	Loan	1363.03
200572	BDO	Audit fee	378
200573	Oxford City Supplies	Toilet supplies	185.37

200574	AM/PM	Map		86.40
200575	S&R	Hall hire	10	
200576	ORCC	subscription		30
200577	Cathy Fleet	clerk salary		435.64
200578	Ryan Kilby	Playground maintenance		313.96
200579	Julia Joyce	Toilet cleaning		360
200580	Mark Probbbits	Grasscutting		675
200581	Margaret Mason	Expenses		69.76
200582	Cathy Fleet	Clerk expenses		40.30
100001 (N'wide)	R Buswell	S&R roof		16300.00

Date of next meeting : 15TH October 2012

The meeting closed at 10.20pm

Signed Mrs M Mason Date