

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 20th October 2014 at 7.30 pm in the Village Hall Committee Room**

Present: - Mr. Coley (Chair) Mr Preston (Vice Chair) Mrs Trinder, Mr Ferguson, Mr. Lipson,
Members of the public : Mrs Whybrew

In attendance: Cathy Fleet (Clerk)

Apologies were received from Cllr Kerford-Byrnes, Cllr Macnamara, Mrs. McCready.

Declarations of Interest : Mr. Preston declared an interest in the Village Hall and the tree on Sixty Foot. Mr. Lipson declared an interest in the Village Hall.

Minutes of the last meeting held on 8th September 2014 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

10.14.01 Public Participation : There was no public participation.

10.14.02 Clerk's Report

Notification of change of Bank signatories received

Wreath ordered for Remembrance Sunday

Trees around war memorial will be cut before 11th November

Hedge has been cut prior to construction of bonfire for fireworks night

10.14.03 Matters Arising

Footpath to station still has not been trimmed by OCC. Agenda item

Coneygar field hedges ownership still has not been established. **Clerk to contact Sovereign again**

Quote to fell tree on Sixtyfoot received - Agenda item

Footpath survey - Agenda item

10.14.04 Councillor Resignation

Mrs. Trinder had tendered her resignation due to work commitments. Mr. Coley thanked her for her work and she has agreed to remain on the PC until January 2015. Clerk has placed statutory notices on notice boards and inserted an advert in SAL and on the website for applications for a councillor. One application has been received so far. Clerk to inform CDC.

ACTION : CLERK

10.14.05 Highways/Footpaths

Despite being placed on OCC's HATERS List, the footpath to Rousham Bridge still has not been trimmed. Mr. Ferguson has attempted to trim back the worst, but it is in need of a proper cut by machinery. Clerk to chase OCC

ACTION : CLERK

3 quotes have been received to fell the dead Elm tree on Sixty Foot and it was agreed to accept Mark Probbitts' quote of £150. He has provided a copy of his Insurance Certificate. Clerk to instruct Mark

ACTION : CLERK

Information had been received regarding the possible cutback of services to the S4 bus service on Sundays and evenings. It was suggested that contact should be made with Clerks of Adderbury, Tackley and Deddington and oppose the proposal.

ACTION : CLERK

A comprehensive report had been made by Mrs Wright and Mrs McCready regarding the state of roads, hedges etc throughout the village.



Visual Survey of
Steeple Aston Octobe

This was commented on line by line and Clerk will follow up with OCC and/or owners of overhanging hedges. Discussion took place regarding the siting of bins - possibly replace the small bin at Paines Hill/Northside with the one currently in Mrs Wright's shed and re site near War Memorial. All to consider and report back to next meeting

ACTION : ALL

PCSO Kidd will attend the next PC meeting to discuss the matter of speeding on South Side

10.14.06 Financial Regulations

The Financial Regulations had been updated according to the NALC model and it was **RESOLVED** to approve and adopt them with immediate effect.

10.14.07 Website

The minutes of the recent website sub-committee meeting were approved and signed.
submitted

10.14.08 Meetings

Mr Coley had attended the NALC and OALC meetings and reports had been submitted. Mr. Preston had attended the OPFA meeting and wished it to be minuted that OPFA are grateful for the support of parishes through membership. The meeting had been held in Steeple Aston Village Hall and was followed by a tour of the playground which had impressed OPFA and they are considering using Steeple Aston as a pilot scheme for a Healthy Living project.

10.14.09 Play Area - The playground is in good order with nothing to report except that Trevor Stewart will replace the posts around the tunnel in due course. Ryan's high standard of maintenance continues.

10.14.10 Village Hall

Only one quote had been received for the repairs to the flat roof. Clerk to get further quotes.

ACTION : CLERK

Mr. Coaker has attended to the hole in the tarmac as reported at the last meeting and has replaced the weatherboard on the door and will submit his invoice in due course.

10.14.11 Toilets/Cleaner

Supplies had been ordered with delivery expected 21.10.14

10.14.13 Allotments

A letter had been received from Vaughan Billings regarding the wall/tree supported by a letter from a tree surgeon who is of the opinion that the tree has probably caused the damage. Clerk to speak to CDC Tree Officer to request an inspection. Clerk to respond to Mr. Billings requesting that he get an estimate for rebuilding the wall bridging the tree to avoid felling it.

ACTION : CLERK

10.14.14 Correspondence

Correspondence lists were circulated and discussed.

A letter from SSE regarding setting up a welfare unit in the event of a prolonged power outage is to be responded to passing on Mr. Preston's contact details.

ACTION : CLERK

A letter had been received regarding the grasscutting agreement with OCC. Clerk to clarify with OCC if this means a reduction in the grant currently received.

ACTION : CLERK

10.14.15 Planning

14/01288/TPO tree work 3 Grange park - REFUSED
14/00869/F First floor & single storey rear extension Brookside Paines Hill - APPROVED
14/01553/F 2 storey side extension and internal modelling Lockhall Cottage, Cow Lane
14/01655/F demolition of porch and construction of extended porch 5 Bradshaw Close
14/00342/TCA Notice of Intent of tree works at Old Toms, Northside

It was proposed by Mr. Coley and seconded by Mr. Lipson and **RESOLVED** To accept the resolution unanimously agreed at the planning meeting held on 19th September 2014 : ***“That the number of new houses to be allocated to Steeple Aston as participants in the Local Neighbourhood Development Plan should not exceed twenty in total***

It was agreed that Mr Coley contact CDC Planning and invite them to attend a PC meeting to provide an explanation as to inconsistencies in approving planning applications and to ask them why the objections made by the parish council seemed not to be taken into account.

ACTION : JC

10.14.15 Affordable Housing

Nothing to report

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

Cheque No	Payee	Detail	Amount
200802	OPFA	subs	40.00
200803	OALC	Clerk training	90.00 *
200804	BDO	Audit	516 *
200805	Diocese of Oxford	Allotment rent	200.00

200806	SAVH	Hire of comm. room	30.60
200807	OALC	John Coley training	78.00 *
200808	SLCC	Clerk Training	125
200809	Cathy Fleet	Expenses	91.44
200810	Ryan Kilby	Playground maintenance	206.98
200811	Julia Joyce	Toilet cleaning	240.00
200812	Mark Probbitts	grass cutting	950
SO	Cathy Fleet	Clerk salary	
200813	Richard Preston	reimbursement	19.99
200814	OCS	Toilet supplies	43.02 *

* VAT reclaimable

To implement the newly adopted Financial Regulations the Chair was handed a sealed envelope by the Clerk containing bank details and passwords relating to telephone banking.

The clerk reported that the external audit had been concluded successfully.

Date of next meeting : 17th November 2014

The meeting closed at 9.23pm

Signed Mr. J Coley (Chair) Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
10.14.03	Clerk to contact Sovereign to establish ownership of Coneygar hedge	Clerk
10.14.04	Clerk to inform CDC of Mrs Trinder's resignation	Clerk
10.14.05	Clerk to chase OCC re trimming footpath vegetation	Clerk
	Clerk to instruct Mark Probbitts to fell the dead tree on Sixty Foot	Clerk
	Clerk to contact other Clerks re bus service	Clerk
	Siting of bins to be considered	All
10.14.10	Clerk to obtain further quotes for flat roof repairs	Clerk

10.14.13	Clerk to speak with CDC Tree Officer	Clerk
	Clerk to write to Vaughan Billings	Clerk
10.14.14	Clerk to respond to SSE	Clerk
	Clerk to clarify grass cutting proposals	Clerk
10.14.15	JC to invite Planners to attend meeting	JC