

**Minutes of the meeting of Steeple Aston Parish Council held on
Monday 17 November 2008 at 7.30pm in the Village Hall Committee Room.**

Present, Mrs Mason – Chair, Mr Preston, Mr Coley, Mrs McKinley, Mr Hotston, Mrs Willatt, Mr Ferguson and 1 member of the public – Mrs J Whybrew.

In attendance: Mrs Lee (Clerk).

1. **Apologies** were received and accepted from County Cllr R Jelf
2. **Declaration of interests** – Mr Preston – personal interest in Village Hall & personal interest in planning. Mrs McKinley personal interest in Affordable Housing. Mr Coley personal interest in planning.
3. **Minutes of the last meeting** – Monday 20 October 2008 - proposed for acceptance by Mr Coley with unanimous agreement and it was RESOLVED to sign them as a true record of the meeting.
4. **Public Participation** – none
5. **Clerks report** –

Grit Bin - Dickredge	OCC will replace in November
Village hall sign	OCC are redesigning signs and will replace in autumn
New permitted developments – planning SI	Information sent to all
Notice boards	Awaiting quotes
West Spring - manhole	Reported OCC
Northside slab	Reported OCC - repaired
Rose beds, MUGA - leaves	Work completed
Telephone sign	OCC collected from Chair
Neighbourhood Watch	Replied to Mr Needle.
Finance	Co-op account in process of being opened
Fenway trees	Accepted quote from Mr Probbitts for crowning £65
The Crescent	Requested CDC litter blitz and Charter to contact residents – Clerk to chase works.
Graffiti – Southside entrance to bus shelter	Reported to CDC and cleaned
Sports & Social Building	Grant cheque received £2800.00
Jubilee Close	Street name plate broken – reported to CDC
Rousham lights	OCC to clear drains at junction to prevent flooding

It was proposed and unanimously RESOLVED that the photocopier be written off as it is no longer working and the Clerk has an alternative copier. Mrs Whybrew will arrange for disposal.

6. **Highways** –
 Clerk to chase CDC re litter at The Crescent **Action: Clerk**
 OCC Footpaths will investigate electric fence off Southside and advice on action needed.

7. Planning

Applications

- 08/02107/F – Supporta Datacare – Heyford Park – Temporary use of buildings – No objections
- 08/02287/TCA – Mr Nicholson – Kralingen Fenway – Fell horse chestnut tree – No objections
- 08/02167 – Heyford Park – Integration Technology – continued use – No objections.
- 08/02299/TCA – Mrs Bonwick Cherry Tree, South Side – fell salix and reduce branches on beech – No objections
- 08/02067/F – Holt Farm Care Ltd – Detached timber framed garage – Holt Farm, Oxford Rd, Steeple Aston. **No objections** but Clerk to ascertain if change of use for commercial premises had previously been granted. **Action: Clerk**
- 08/02281/F – Mrs Hobbs – 23 Jubilee Close – Retrospective conversion of covered walkway to enclosed area. **No objections.**

The following applications, **granted** planning permission subject to conditions, were noted:

- 08/02008/F – Mr Tomlinson – Brasenose Farm – Erection of polytunnel in NE corner of field
- 08/01863/F – Continued use of Building 296 Heyford Park
- 08/01892/F – Continued use of Building 3028/3029 Heyford Park
- 08/02118/TCA – Cedars Barn – Fell 1 Common ash

After discussion it was agreed that the PC could make no comment re 18 Grange Park until an application was received. With regard to the alterations on existing permissions CDC enforcement team are investigating.

Clerk to ask CDC if a system where alterations to plans are advised to the Clerk so that further details could be requested would be possible. **Action: Clerk**

8. **Website** – minutes to be adopted at January meeting. Mrs McKinley advised that the SAVA website is not currently being updated with the PC minutes and proposed that these are now placed on the village website and it was unanimously **RESOLVED** to move this forward after consultation with SAVA.

9. **Incidents Log** – TVP are investigating car vandalism at Paines Hill/Southside.

10. **CDC Options for Growth Consultation** – after discussion it was proposed and unanimously **RESOLVED** that a compilation response to CDC is made using the 2 responses received from the PC. **Action: Clerk**

Chair to advise Middle Aston Parish meeting of the response for information. **Action: Chair**

11. **OCC – Review of bus services** – Mr Ferguson proposed and it was unanimously **RESOLVED** that the following response be made –

- Continuation of the Friday service to Bicester
- Investigation of a link into the Middle Barton to Chipping Norton service

Maintain all services as at present as a minimum but consideration of-

- Sunday service for retail workers
- Importance of 7.15pm back from Oxford to Banbury

- Possibility of a late night Friday service
- Possibility of the last train from Oxford to Banbury 11.20pm (which is a bus) being converted to a hybrid and dropping customers in villages as well as stations.

Clerk & Mr Ferguson to compile a response.

Action: Clerk & Mr Ferguson

12. **Freedom of Information Act** – it was proposed and unanimously **RESOLVED** that the model be adopted as circulated with charges as listed for photocopying and postage. Clerk to advise appropriate Government department.

Action: Clerk

13. **Play Area/Teenage facilities** –

- Working group has started a consultation process and results will be discussed at their meeting in December. Grants are being investigated and a possible deadline for works of autumn 2009 had been suggested. All recommendations will come to PC in the New Year.
- Maintenance contract for Millennium Park – Mr Coley agreed to work on a tender document for this area for agreement at January meeting with a view to approaching 3 local contractors to tender for the work.

Action: Mr Coley

14. **Reports from Meetings** –

Parish Liaison - notes circulated – no comments

OCC Parish Liaison- notes circulated – no comments

15. **Correspondence** –

OCC	Road Closure – North Aston 2 Dec for 4 days	Advised SAL & website – Clerk to ensure school is aware of closure.
ERHA	Posters for vacancy at 2 Shepherds Hill	Closing date 17 November
OALC	Winter meeting	Mr Preston & Mrs Willatt to attend
CDC	Re village cleansing	

Envelope – for distribution

OPFA	Playing Field – copy to Mr Preston
Clerks & Councils Direct	

16. **Village Hall** –

Mr Preston advised that a feasibility study is being worked on within the £1500 budget for CDC grant aid. Once this is completed PC and VHMC will meet to discuss the next stage. Funding will be required for architects' fees etc before any further grant aid will be available.

17. **Parish Plans** – Mrs Whybrew updated the meeting -

- **Is the Parish Plan important to the village** – it was stressed that this was a very important element of village life it **may** not help with grant aid but would inform the village on how the parish felt re issues such as housing, transport etc.
- **It was questioned if the Plan should be PC led** – it was stressed that it was vital it was not PC led as this is a village initiative and a whole village response was needed.

18. Finance

Accounts for payment

S Lee – Nov plus back pay cost of living rise £91.62	£ 285.18
Steeple Aston PC – Co-op Bank	£40000.00
HMRC	£ 65.00
Mark Probbitts – grass cutting	£ 275.00
J Bell – website prize money Art comp	£ 30.00
Grounds Maintenance Plus – Millennium Park	£ 2026.89
Mark Probbitts – trees & leaves MUGA	£ 65.00
S Lee – University expenses	£ 28.47
M Mason – bulbs Millennium Park	£ 91.25
Nicholson Nurseries – new trees Millennium Park	£ 70.00
Steeple Aston Village Hall	£ 20.00

It was proposed and unanimously **RESOLVED** that all cheques be paid as listed above.

Receipts - £2792.71 – VAT refund, £2800 grant

Monthly budget review – no comment all budgets on target.

New bank account – it was advised that the new bank account was in the process of being opened.

19. Affordable Housing – Rural Exception site – it was proposed and unanimously **RESOLVED** that due to the nature of the business to be discussed that this item be taken as a confidential item.

20. Date of next meeting – Precept meeting – Monday 12 January 2009 – 7.30pm at Mrs Mason’s Full Council meeting - Monday 19 January 2009 7.30pm

The meeting closed at 9.50pm

Signed.....

Date.....