

**Minutes of the meeting of the Steeple Aston Parish Council held on
21st November 2011 at 7.30 pm in the Village Hall Committee Room**

Present: Mrs Mason (Chair), Mr Preston (Vice Chair), Mrs. Trinder, Mr. Coley, Mr Kewley, Mrs McKinley

Members of the public : Mrs. Bartlett, Mrs. McKilligan, Jack Taylor, Alex Hatzigeorgiou, Ryan O’Sullivan, Oli, Ong, Cllr Kerford-Byrnes, Mr Allison, Mr Lewin, Mrs Whybrew

In attendance: Cathy Fleet (Clerk)

Apologies were received from Mr Ferguson, Cllr Jelf and Cllr Macnamara

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

Minutes of the last meeting held on 17th October 2011 were read and amended and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

11.11.01 Public Participation :

Mrs Bartlett was attending the meeting regarding her planning application for ground mounted PV panels at Seven Springs, South Side. Initially the PC had responded to CDC with no objections but following complaints from neighbours and a site visit by Mrs Mason additional comments were agreed and forwarded to CDC. However, as the property is not in the conservation area nor would the proposed panels be in view of the conservation area, Mrs. Bartlett asked if the comments suggesting that an alternative siting may be possible to resolve the neighbours concerns could be rescinded. It was agreed that this would be done

ACTION : MM

Mr Allison was attending the meeting regarding his planning application for retrospective permission for a playhouse at his property 30 Fenway. SAPC had responded to CDC objecting to the proposal. Mr Allison explained that he had been given conflicting advice from CDC. Cllr Kerford-Byrnes will liaise with Mr Allison and speak to the Planning Department at CDC. It was agreed that Mrs. Mason write to the planning officer regarding possible conflicting advice which Mr. Allison had evidently been given.

Mrs. MCKilligan was attending the meeting regarding work being carried out at her property, Compass Cottage. The drive is being resurfaced and in so doing a well had been discovered which has led to changes being made. Ownership of a strip of verge land is in question and Mrs. Mason advised her to contact the Highways department of OCC as the land is not owned by the Parish Council.

11.11.02 Clerk’s Report

Hedge opposite White Lion	Reported ref 92636
Slippery leaves near school	Reported Ref 92023 and have been cleared
Snow shovels	2 more purchased and distributed
Manhole outside school cracked	Reported Ref 95855
Dog poo bags	Clerk requested further supplies for shop from CDC
Rousham Bridge	Will be closed in February for resurfacing - date to be confirmed
Dial a Ride	Clerk had spoken with Clerk for Upper Heyford about combining forces with other villages. Mr Preston is in discussion with CDC/Age Concern. On hold until January
Bus shelter window, pocket park gate, boiler room door	All jobs completed

11.11.03 **Old BMX Track** - Ollie, Jack, Ryan and Alex had outlined their plans at last month's meeting to create a Bike Trail on the site of the old BMX track for their Duke of Edinburgh Award Scheme. They presented two schemes, one with a nature area in the centre of the trail and a second omitting the nature area and suggesting that a nature area behind the sport and rec. would be a better option. It was agreed that the former was unworkable and that the latter was the better scheme. The surface of the trail will be of hardened soil with no additional materials. A list of potential users had been collected. The grass has already been cut and they boys will rake it up when they commence work on the trail which is likely to be fairly soon, weather permitting. Mr Preston had spoken to OPFA who will be happy to give advice. The DoE scheme's Insurance will provide cover during construction and the PC's Insurance thereafter. The Trail will have to meet ROSPA standards.

11.11.04 **Highways/Footpaths** - Leaves need to be swept on Water Lane and The Beeches roadway needs clearance back to the actual verge at the bend. Debris and the build up of soil on the road near the site of a previously fallen wall in Water Lane needs to be cleared. The Town Well posts need to be reinstated. Mrs Mason had spoken to Ed Potter and Paul Wilson about these matters. Clerk to contact Brendan Bodger CDC **ACTION : CLERK**
Following a site meeting by Mrs Mason and Mr Kewley the pruning of the trees on Heyford Road has been decided and will be carried out in the near future at no expense to the Parish Council.

11.11.05 **Website** - Christmas cards have been printed and are available in the shop. The website committee is in need of more members and Mr. Allison offered his services. Mrs. McKinley to put him in touch with Jenny Bell. **ACTION :CM**

11.11.06 **Meetings** - Mrs. Mason and Mrs. McKinley had attended the Parish Liaison Meeting and circulated notes. Full CDC minutes will be available soon. The Dial a Ride situation was discussed. Community wide provision is subject to tender with OCC. CDC seeking ability to top up to improve local services.

11.11.07 **Play Area** - The gate to the toddler area, the gate to the old BMX track and the water pump have been mended by Trevor Stewart and the mending of the trampoline is in hand. Trevor to carry out a full check of the facilities. There was concern that communication between Trevor and the Clerk is not very good. Clerk to try and resolve. The hedge had been cut by Graham Clifton and Barbara Brewer for which a vote of thanks was made. There will be a working party on Saturday 26th Nov to prune and attend to planted areas. Cathy and Jason to continue with routine maintenance. The results of the survey carried out by Rachel Harris had been circulated and showed that the majority of users of the play area came from outside the village. Thanks were expressed to Rachel and her team for carrying out the survey. Cllr Kerford Byrnes to liaise with Cllr Macnamara to see if CDC would be willing to contribute towards the running costs of the playground and toilet, particularly as the facility is apparently advertised on the CDC website. **ACTION : MKB**

11.11.08 **Village Hall** - The quote from Mr. Brock for repainting the exterior of the village hall will rise by 12% by spring when the work will be carried out. Clerk to obtain new quote from him detailing materials costs. The kitchen door has been fitted with a new weather board. The boiler room door has been adjusted. **ACTION : CLERK**

11.11.09 **Sport & Recreation Centre** -

As the community bid to Energyshare has not been successful, Mr Preston reported that funding may be available from Virador or Toe2. Mrs Mason and Mr Preston to obtain a detailed specification for the re-roofing work required and to obtain quotes prior to seeking grant funding. **ACTION : MM/RP**

11.11.10 - **Allotments** - Agreement has been reached on the schedule of condition, but the site plan still appears insufficiently accurate. Carter Jonas still need to resolve the rent review provisions to be detailed in the lease. Lesley Pollock, Henmans is still in discussion with the Diocese Solicitor. Aon Insurance have confirmed that they will endorse the policy to note the interest of the landlord but can not endorse the policy to show a waiver of subrogation rights.

11.11.11 - **Mobile reception** - Leaflets have been delivered and there are articles in SAL and on the website regarding the campaign for better mobile reception in the village. More information will be published over the coming months. Mrs. McKinley encouraged all present to contact their service providers complaining about poor reception and also to spread the word about the campaign, particularly to people in the village who work from home. All businesses in Lakeside and Middle Aston House have switched to O2 due to poor reception on other networks. There will be a press campaign in January.

ACTION : ALL

11.11.12 **Grit/Salt supplies** - Supplies of bagged salt had been delivered to the village hall and volunteers around the village identified to store bags and replenish bins. The new snow shovels were distributed. Clerk to email Paul Wilson, Area Steward, thanking him for the salt and reminding him that some bins still need to be exchanged/sunk as agreed.

ACTION : CLERK

11.11.13 **Jubilee celebrations** - Mr Coley reported that a band has been booked. The Whit Races will take place on the day with Mr. Nicholson to present the prizes to be followed by refreshment for the racers and members of the Valentine Club. There will be a pig roast and bar in the evening when the band will play.

11.11.14 - **Millennium Park maintenance** - There has been no response as yet to the invitation to tender. One resident has been identified as a possible candidate and Clerk to contact.

ACTION : CLERK

11.11.15 **Localism Bill** - Deferred to next meeting

11.11.16 **Correspondence** - Correspondence received by Chair and Clerk were discussed.

11.11.17 - **Planning**

27/10/2011	11/01477/F	Mr Allison, 30 Fenway	Retrospective erection of a playhouse
27/10/2011	11/01497/F	Mrs Bartlett, Seven Springs, South Side	PV installation of 39 ground mounted panels
27/10/2011	11/01483/TCA	Mr J Dovey, 33 Grange Park	Reduction of hornbeam tree
31/10/2011	11/00258/TCA	Mr Dale, Cedar Court, Water Lane	Felling of trees
10/11/2011	11/01537/F	Dorchester Group	Change of use of 41 Heyford Park Camp Road, Upper Heyford
13/11/2011	11/01554/F	Mr & Mrs Watson, The White House, Fir Lane	alterations & extensions including new garage

11.11.18 **Affordable Housing** - The exhibition of the draft plans held recently was very useful. Representatives from Sovereign and CDC Housing were able to answer questions and discuss the mix of housing size and rental /part ownership with villagers. The vast majority of people were very supportive of the proposed site. A further ORCC housing needs survey has been distributed and the results will be probably be available in January.

11.11.19 - **Finance** - The following accounts were approved for payment

Payee	Detail	Amount	Cheque No
CDC	Caddy Liners	£70.50	200386
Oxford City Supplies	Toilet supplies	£55.98	200387
Oxford City Supplies	Toilet supplies	£41.77	200388
Jenny Bell	loan to website cttee	£194.16	200389
	For Christmas cards		
S&R	Hall hire for CRF training	£10	200390
Jason Meek	5 weeks Playground		
	Maintenance	£83	200391
SAVH	Hall hire	£36	200392
Cathy Fleet	Clerk salary	£217.82	200393
Cathy Fleet	Clerk expenses	£20	200394
Glasdon	2 snow shovels	£55.56	200395
B R Coaker	repair of bollards in play area	£66	200395
Dave Trinder	pocket park gate, bus shelter,		
	VH doors	£67	200397
Julia Joyce	Toilet cleaning	£200	200398
Mark Probbitts	cutting BMX area. Leaf blowing	£79	200400

The precept meeting will be in early January - date to be confirmed - by which time Clerk will have draft available

Clerk to investigate HMRC training

ACTION : CLERK

11.11.20 **Any Other business** - The owner of the house at the top of Paines Hill which is in disrepair has been identified. Mrs McKinley to contact CDC to see what action can be taken.

Date of next meeting : 16th January 2012

The meeting closed at 10.15pm

Signed **Mrs M Mason** **Date**

