

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 18th September 2017**

This meeting was recorded and the recording stored on computer

Present: - Mr. Ferguson [Acting chair] (SF), Mrs. Wright (HW), Mr. Lipson (ML), Mr. Porcas (GP)

Members of the public : Mrs Whybrew, Mr. Atkins, Cllr Kerford-Byrnes

In attendance: Cathy Fleet (Clerk)

09.17.01 Apologies

No apologies had been received

09.17.02 Declarations of Interest :

Mr. Lipson declared an interest in the Village Hall.

09.17.03 Minutes of the last meeting held on 17th July 2017 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

09.17.04 Public Participation

Mr. Atkins wished to discuss the trench on Fenway (under agenda item 8)

Mrs Whybrew wished to discuss the hedge on Fenway (under agenda Item 8)

09.17.05 Clerk's Report and Actions from previous meeting

NO	ACTION	Update	To be Actioned by :
07.17.07	1 Clerk to inform property owner of responsibilities for replacing the bollard	Completed	CF
	2 SF to write to the owner of Westfield Farm Barn re overhanging foliage	Completed, further letter to be sent	SF
	3. SF to obtain documentation from John Coley in order to monitor the situation regarding Land Registry on Fenway	On-going, no documentation available.	SF
	4 HW to speak to the landlord regarding overgrown foliage outside the Red Lion	Outstanding	HW
	5 AA to identify overgrown areas near the Crescent and recommend action	Some foliage has been cut back	AA
07.17.10	Bob Bickley to be instructed to : Rake bark over exposed membrane Remove fence near zipwire Remove all stinging nettles	Completed Completed Completed Completed	CF
	Quotes to be obtained for repairs to the pagoda	In hand - GP to repair	CF
07.17.12	Paperwork regarding the agreement with the Football Association to be located	outstanding	SF/ML
	Sign placed in Bike Trail area	completed	CF

09.17.06 New Councillor

Graham Porcas signed the Declaration of Pecuniary Interests Form as required by CDC and was welcomed as a new councillor.

09.17.07 Co-Option of Councillor

The vacancy created by Richard Preston's resignation requires a councillor to be co-opted and it was decided by the secret vote to invite Charlotte Clarke to join the parish council.

ACTION : CF to write to Charlotte inviting her to accept the post of Councillor.

Two vacancies remain; The one created by Anna Allen's resignation must be filled by co-option. The other is as a result of only one nomination for the two posts available by election. Notices for this vacancy will be issued by CDC on 13th October and if there is no call for an election this vacancy will also be filled by co-option. The council was sorry to learn of Anna's resignation and wished to thank her especially for her work on the playground area and overhanging foliage.

09.17.08 ACTION: SF to write to Anna Allen thanking her for her time on the PC Highways/Footpaths

- The broken slabs on Fenway/Northside have been replaced by OCC.
- Resurfacing of Heyford Road following the 'Duck' campaign has been completed - thanks to HW and ML for their efforts.
- White lining has also been renewed throughout the village.
- Mr. Atkins wished to discuss the trenches created by OCC on Fenway/Water Lane which are deep and when driven over by lorries the vibration is causing damage to his property. OCC have said that the depth is not great enough to warrant repair. Clerk to contact OCC.
- The foliage overhanging Fenway by Westfield Stables has still not been trimmed despite a letter having been written to the owner.

ACTION : SF to write a further letter.

09.17.09 Speeding on Southside

A complaint had been received from a resident of Southside regarding speeding vehicles and the danger they pose when approaching the area around the Red Lion. It was agreed that a speedwatch session should target that area.

ACTION : HW to arrange a Speedwatch session as soon as possible

09.17.10 Website

The minutes of the website committee meeting were received

09.17.11 Meetings

No meetings had been attended

09.17.12 Play Area

- Bark and sand has been delivered and spread by Trevor Stewart and the Zipwire adjusted.
- The Bike Trail continues to be used as a bike trail and a notice has been put up which reads :

This area is an adventure bike track. You use it at your own risk and are strongly advised not to do so when there is nobody around to raise the alarm in case of an accident. The gate must be closed when the track is in use. Bikes must not exit through the gate at speed. Non-bikers should not interfere with the track and should not enter whilst it is in use. Any concerns about the state of the track should be reported to the Clerk to the Parish Council (Tel:.....)

A complaint has been received from one of the group who built the trail that children are playing in the area and destroying the jumps. It was agreed that for the time being it should remain as a Bike Trail and that Bob Bickley be asked to include it in his weekly inspections. To be a Standing Agenda item.

- Bob Bickley's contract requires re-writing as it is too vague, particularly as he is required to prune hedges and does not have the necessary equipment.
- The pagoda is still in need of repair. GP to arrange for repairs to be made

**ACTIONS : CF to ask Bob Bickley to regularly inspect the Bike Trail
GP to repair pagoda**

Bob's contract to be re-written

09.17.13 Noise nuisance

Following a wedding in the village last month, a complaint had been received regarding the noise from the reception continuing into the small hours along with a request that the PC issue guidelines with regard to noisy parties. It was decided that this is not a matter for the PC and that 'one-off' parties should be tolerated.

ACTION : CF to respond to complainant

09.17.14 The Old Quarry

Many residents had been concerned in recent weeks about the activity on land known as The Old Quarry behind the Old Quarry House on Fenway. It appeared that the site was being cleared and there was concern that trees and shrubs were being destroyed and wildlife disturbed. CDC attended and have issued TPOs on trees on the site. The land, amounting to some 17 acres, is designated a Local Green Space in the Neighbourhood Plan and following a letter to the solicitor acting for the late owner of the property a response was received by MCNP asking that the nomination for the land to be designated a Local Green Space be withdrawn.

09.17.15 Village Hall

The broken windows will be repaired this week

09.17.16 Sport & Rec

The minutes of the last meeting had been received . A fundraising Ceilidh has been arranged for next month. The yellow lines in the car park require re-painting.

ACTION : GP to research means of re-painting yellow lines.

09.17.17 Toilets/Cleaner

Bob Bickley has taken over from Julia Joyce as toilet cleaner for a trial period of 2 months.

A new metal bin is required

The toilet requires re-painting

The water found needs turning off for the winter

ACTIONS : CF to purchase bin

CF to ask Chris Hawes if he would be prepared to repaint the toilet

CF to request that the S&R turn off the water to the fountain for the winter

09.17.18 MCNP

It was confirmed that John Coley is to remain as a non-councillor representative of the PC on the MCNP Forum, along with Martin and Stuart as councillor reps.

The consultation on the draft plan has been extended to 3rd October.

09.17.19 Green Space

A letter had been received from a resident of Lawrence Fields requesting that the field behind Nizewell Head owned by Charles Cotterell-Dormer be nominated as a Local Green Space in the Neighbourhood Plan. Mr Cotterell-Dormer subsequently indicated that he does not wish it to be nominated and as it had not previously been considered by the PC and the nomination withdrawn, the PC will not pursue the nomination.

09.17.20 Planning - the following planning documents had been received :

17/00881LB Staithe Cottage **Approved**

17/00185TCA Cedar Lodge **Approved**

17/01150F Old Stables, south side **Approved**

17/00202/TCA Beechwood House, Northside **Approved**

17/01546/F 5 Jubilee Close - **approved**
 17/01316/F Brasenose Cottage - **Approved**
 17/01354/TPO 3 Grange Park - **Approved**
 17/00005/F Chancel Cottage - **Approved**
 17/00202/TCA Treework at Beechwood House, Northside - **Approved**
 17/01196/F Duckets House, Paines Hill - **Approved**
 17/01342/F White Lion, Southside - **Approved**
 17/00233/TCA Treework at Westfield Cottage, Fenway - **Approved**
 17/00234/TCA Treework at Mulberry House , Southside - **Approved**
 17/00364/DICS Bladebone House - **part approved**
 17/01497/F 19 Bradshaw Close - **Approved**

The PC had reviewed the following applications and decided as follows:

17/01493/F Paynes Hill house - **no objections**
 17/01694/F Cedar Barn, Northside - **no objection**

17.11.14 Finance - SF proposed and ML seconded and it was **RESOLVED** to accept the following Accounts for payment :

Cheque No	Payee	Detail	Amount
201026	Sedram Supplies	Toilet supplies	105.84
201027	Trevor Stewart	Bark & sand	960.00 *
201028	Playsafety	ROSPA report	243.60
201029	HMRC	Tax	185.00
201030	Cathy Fleet	Clerk salary	264.82
201031	Cathy Fleet	Clerk expenses	53.87
201032	CDC	Election fees	39.00
201032	Bob Bickley	Playground maintenance	409.10

* cheque signed but SF to obtain breakdown of invoice prior to payment being sent

Date of next meeting :
The meeting closed at 9.55pm

Signed **Mr. S Ferguson (Acting chair)**

Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
07.17.07	HW to speak to the landlord regarding overgrown foliage outside the Red Lion	HW/SF

09.17.07	CF to write to Charlotte Clarke inviting her to accept the post of Councillor. SF to write to Anna Allen thanking her for her time on the PC	CF SF
09.17.08	SF to write a further letter regarding the overhanging foliage on Fenway	SF
09.17.09	HW to arrange a Speedwatch session as soon as possible	HW
09.17.12	CF to ask Bob Bickley to regularly inspect the Bike Trail GP to repair pagoda Bob's contract to be re-written	CF GP
09.17.13	CF to respond to complainant regarding noise nuisance	CF
09.17.16	GP to research means of re-painting yellow lines.	GP
09.17.17	CF to purchase bin CF to ask Chris Hawes if he would be prepared to repaint the toilet CF to request that the S&R turn off the water to the fountain for the winter	CF CF CF