

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 21st January 2019**

Present, Richard MacAndrew (RM)[chair], Martin Lipson (ML), Graham Porcas (GP), Amanda Rodgers (AR), Charlotte Bartlett (CB), Charlotte Clarke (CC), Stuart Ferguson (SF)

Members of the public: Margaret Mason, Alice Munroe, Rebecca Lewin, Cllr Mike Kerford-Byrnes (MKB), Cllr Arash Fatemian (AF).

1.19.01 Apologies were received from Cathy Fleet (Clerk)

1.19.02 Declarations of Interest:

Martin Lipson declared an interest in the Village Hall, SAL and SAVA

Richard MacAndrew declared an interest in SAL

Charlotte Bartlett declared an interest in SAL

Charlotte Clarke declared an interest in Agenda item 7 (white lines)

1.19.03 Minutes of the last meeting held on 19th November 2018 were taken as read It was resolved to accept these as a true record of the meeting; however in the absence of the Clerk they were not signed.

1.19.04 Public Participation: Alice Monroe raised the vexed question of animal faeces on pavements and elsewhere in the north of the village. After discussion it was agreed that CC would draft an article for SAL and the village website asking villagers to clear up any mess that they find. The PC will also look into whether a village warden scheme might be set up, and what the costs might be.
ACTION: CC to draft article and GP to investigate warden schemes.

Rebecca Lewin asked if there were any questions relating to her planning application for an extension to Lansdowne House, Heyford Road. The question of car parking was discussed, and the councillors concluded that they had no objections to the proposal.

1.19.05 Clerk's Report and Actions from previous meeting

No report was available due to the Clerk's absence, however the table below is reproduced from the minutes of the November meeting:

| Ref | ACTION | Action by: |
|----------|--|------------|
| 09.18.08 | Review of Leases - ongoing | All |
| 09.18.12 | CF to obtain sign for the playground once the debit card has been received and wording agreed | CF |
| 09.18.20 | ML to contact Co-op bank and arrange for signatories to be updated and the business Select account closed. Update 19.11.18 Forms have been passed to Rose McCready and Helen Wright for signature | ML |
| 10.18.12 | RM to discuss VAT position re CH refurbishment with OALC expert | RM |

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|----------|---|----------------------|
| 11.18.07 | Phone box land - RM to establish ownership of the land White lines on southside - RM to discuss with Highways Weed spraying - Clerk to instruct Will Pryse Shed - RM to speak to Barbara Brewer re shredder and desk | RM RM CF RM |
| 11.18.08 | Bollards outside village hall - RM to liaise with Highways to replace the bollards | RM |
| 11.18.12 | Allotments - RM to inform Rose McCready regarding removal of ivy | RM |
| 11.18.14 | Bonfires - CB to respond to letter received | CB |

1.19.06 Reports from OCC/CDC

Cllr Kerford-Byrnes reported that the separation of CDC from South Northants is on-going; it is thought that Council tax might be affected. He reported that information has been received on the likely high levels of HGV traffic that will be associated with HS2 construction, mostly affecting the A34 and A421 north of our area. MKB was thanked by the Chairman for his assistance in securing a response from the Arboricultural team leader.

Cllr Fatemian reported that a repair scheme for the recurring Heyford Road potholes was now being designed, and he would advise the PC when a site inspection was due to take place. He also reported that Oxfordshire had been judged by DEFRA as the best County in England for recycling.

ACTION: AF to inform Clerk re road inspection

1.19.07 Highways, footpaths/grasscutting

It was agreed that the phone box site on the corner of Southside/Jubilee Close did not require any further action.

Inconsiderate parking on Southside: RM had established with OCC that white lines could be painted on the road, and it was agreed that the PC would now contact the local residents most affected to seek their approval. CC said that there would be a donation of £100 towards the cost.

ACTION: RM to approach residents

Possible 20mph speed limit: OCC have advised that average existing traffic speed in the village needs to be below 24mph before they will consider it.

Bus shelter roof repair: CB had obtained an estimate, thought to be high.

ACTION: RM to approach an alternative handyman.

It was noted that there are signs up stating that the Highways “dragon patcher” will shortly be visiting the village to repair potholes.

Dirty road signs: these to be cleaned when the annual Litterpick teams are out.

Stones placed on Sixty-Foot verge: these are likely to cause a nuisance and should be replaced by bollards. **ACTION:** RM to speak to Car Repairers.

- 1.19.08 Play Area/Teenage Facilities**
There were no problems reported
- 1.19.09 Village Hall**
ML and GP inspected the exterior and ML has drawn up a specification for the external decorations. It was agreed to seek three tenders once contractors have been identified.
ACTION: RM and others to seek interest.
- 1.19.10 Sport & Rec**
A forthcoming quiz night is being publicised: it should assist the income position.
- 1.19.11 Toilets**
GP had done a repair to the store door needed as a result of vandalism.
- 1.19.12 Allotments**
Correspondence had been received and circulated regarding a grant application.
- 1.19.13 Website/Facebook**
No problems or issues reported.
- 1.19.14 Correspondence**
None
- 1.19.15 Planning**
Advisers acting for Adrian Shooter had asked whether he could make a planning presentation at the February meeting.
- Manor Farm: the PC's comments had been submitted. It was reported that a neighbour was objecting to the scheme, and to the removal and non-reinstatement of a section of listed wall adjacent to the farmhouse. The objector had been advised by a councillor to contact CDC Enforcement.
- The Courtyard, South Side: it was noted that the retrospective application for a shed next to the new house had been refused by CDC in November. The shed was however still there.
- MCNP - ML reported that the Examiner of the neighbourhood plan has approved the plan to go to referendum. Details of recommended changes had been circulated previously. Member parishes are now requested to accept the amended plan: the parish council unanimously agreed to accept it. ML was thanked for all his work on the plan.
- 1.19.16 Finance**
Due to the absence of the Clerk there were no payments to be processed. The draft precept was agreed; it was further agreed in light of subsequent correspondence that an additional £300 would be requested.
Bank accounts: it was agreed that it would be prudent not to close the Co-op accounts at present, but to investigate an alternative second account before doing so in due course.
Clerk to advise CDC to pay the precept into the Unity a/c. **ACTION:** Clerk

1.19.17 Date of next meetings

The next PC meeting will be on 18th February 2019

Future dates: 18 March, 15 April, 20 May, 17 June, 15 July, 16 Sept, 21 Oct, 18 Nov

Annual parish meeting to be between March-June

Annual meeting of the PC to be May/June. A councillor asked whether it could be in June if possible.

Other matters

There were no other matters

The meeting closed at 21.30

Signed Date

ACTION LIST SUMMARY (excluding actions listed at 1.19.05 above)

| Ref | ACTION | Action by: |
|---------|--|------------|
| 1.19.04 | CC to draft article and GP to investigate warden schemes. | CC |
| 1.19.06 | AF to inform Clerk re road inspection | AF |
| 1.19.07 | RM to approach residents re white lines | RM |
| 1.19.07 | RM to approach an alternative handyman re bus shelter roof. | RM |
| 1.19.07 | RM to speak to Car Repairers. | RM |
| 1.19.09 | RM and others to seek interest in tendering for decorations. | RM; others |
| 1.19.16 | Clerk to advise CDC to pay the precept into the Unity a/c. | Clerk |