

## Minutes of the meeting of the Steeple Aston Parish Council held on

**Monday 19th November 2018**

**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 :** Julia Whybrew, Cllr Mike Kerford-Byrnes

**In attendance:** Cathy Fleet (Clerk)

**11.18.01 Apologies** were received from Cllr Arash Fatemian

**11.18.02 Declarations of Interest :**

Martin Lipson declared an interest in the Village Hall 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)

**11.18.03 Minutes of the last meeting** held on 15th October 2018 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

**11.18.04 Public Participation :** Cllr Kerford-Byrnes provided an update from CDC under Agenda Item 6

Julia Whybrew asked when leaves throughout the village are scheduled to be cleared by OCC. It is thought that roads will be cleared once leaf fall has ceased.

**11.18.05 Clerk's Report and Actions from previous meeting**

NO	ACTION	update	To be Actioned by :
09.18.08	ML to arrange a working group meeting to review the various leases	On-going	ML
09.18.12	CF to obtain sign for the playground once the debit card has been received and wording agreed	On-going	CF
09.18.20	ML to contact Co-op bank and arrange for signatories to be updated and the business Select account closed.	On-going	ML
10.18.08	1) ML will produce maps of areas to be weed sprayed 2) Clerk to email Cllr Fatemian for an update on the anticipated visit by drainage engineers 3) RM will put a notice in SAL appealing to villagers to park with consideration	Completed Emailed, no response completed	ML CF RM
10.18.09	RM and GP to create a schedule of work required and bring back to next meeting	On-going	RM/GP
10.18.10	AR to update Welcome Pack	On-going	AR
10.18.12	RM to discuss the kitchen refurbishment with the Chair of the VHMC and seek advice from OALC's VAT expert	RM discussed with VHMC, yet to speak to OACL	RM
10.18.15	SF will make an inspection of the Allotments	completed	SF

10.18.18	RM to find out why the PC's submissions to CDC planning do not appear on the website	No response received	RM
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**11.18.06 Reports from OCC/CDC**

Cllr Kerford-Byrnes reported that the separation of CDC with south Northants is on-going and the partnership with OCC proceeding although it is anticipated that any savings from the partnership will be relatively low. There has been a High Court ruling with regard to ATMs in supermarkets and the business rates applicable. This ruling will date back to 2007 so CDC will have rebates to pay.

**11.18.07 Highways,footpaths/grasscutting**

The phone box on the corner of Southside/Jubilee Close has now been removed and a question has been asked by a resident as to what will now happen to this space. It is not known who owns the land

**ACTION : RM to establish ownership of the land**

Inconsiderate parking on Southside continues to cause problems and one solution could be to have white lines on the road as a means of discouragement.

**ACTION : RM to discuss with Highways**

Quotes have been received for weed spraying throughout the village and it was agreed to instruct Will Pryse at CompleteWeedControl at a cost of £200 +VAT to spray the village (including up to Hopcrofts Holt) twice yearly.

**ACTION : Clerk to instruct Will Pryse**

CDC have delivered bags of salt. They were incorrectly delivered to the wrong side of the village hall car park and have now been moved into the shed for storage until required. The salt bins have been replenished.

It was noticed that in the shed is a shredder and a desk, not the property of the PC. RM to confirm with Barbara Brewer if these are the property of the Village Hall.

**11.18.08 Play Area/Teenage Facilities**

GP is liaising with Trevor Stewart to temporarily mend the fencing in the playground this week. The entire fencing requires replacement as does the swing and additional sand and bark will be needed next year. A schedule of required work will be drawn up for consideration at the Precept meeting.

**11.18.09 Village Hall**

A request has been received from the Village Hall Management Committee for the repainting of lines in the car park. This is not the responsibility of the parish council and should be addressed by Dr Radcliffe's Trust.

Some bollards at the entrance to the Village Hall car park have been broken.

**ACTION : RM to liaise with Highways to replace the bollards**

**11.18.10 Sport & Rec**

A meeting of the SART committee is to be held on 21st November. CC and RM to attend.

**11.18.011 Toilets**

There were no problems or issues reported

**11.18.12 Allotments**  
 An email had been received regarding growth of ivy on the wall adjacent to Wincote. It was agreed that the ivy should be cut at ground level and allowed to die back to minimise damage to the wall  
**ACTION : RM to inform Rose McCready**

**11.18.13 Website/Facebook**  
 No problems or issues reported. The Website committee meeting is on 20/11/18

**11.18.14 Correspondence**  
 A request for nominations for the High Sherrif's award has been received. It was agreed not to make any nomination at this time.  
 A letter of complaint had been received regarding bonfires being lit during school hours by a resident of Fir Lane which is adversely affecting children in school. A similar complaint was also published in the last edition of SAL.  
**ACTION : CB to respond to the letter received suggesting that the school should speak to the person responsible for the bonfire pointing out the effect of the smoke on schoolchildren** and requesting that bonfires be lit outside of school hours.

**11.18.15 Reports from meetings**  
 CB had attended the Oxford Resilience Group in connection with the Emergency Plan. She had various promotional items which she will distribute around the village.  
 ML had attended the Parish Liaison meeting and CDC's report on the meeting had been circulated  
 RM had attended OCC's Liaison meeting and discussed Transport, Emergency Planning and Highways issues (white lines) . He had details of a Super-user scheme for Fix My Street reporting. GP was nominated to train as a Super-user. There is a **Live Well Oxon** website - link to be put on Steeple website

**11.18.15 Planning - The following planning documents had been received :**  
**Approvals**  
 18/01692/TPO The Planes, Water Lane  
 TPO Old Quarry House  
 18/01292/F Fir Cottage, Fir lane  
 18/01293/LB Fir Cottage, Fir lane  
**Application**  
 18/00325/TCA Cedar Court , Water Lane - treework  
 18/01797/LB Bladebone House  
**MCNP** - ML reported that the plan is currently with the Examiner who has been called to work on another project so his decision may not be made before Christmas. The Forum is co-ordinating traffic calming measures and the use of S106 monies.

**11.18.16 Finance - The following accounts were approved for payment ;**

Payee	Detail	Amount
SAVH	Hall hire	51.00
OALC	Training - MacAndrew/Fleet	264.00
RBL	Poppy Wreath	18.0
Cathy Fleet	Clerk salary	277.24
Cathy Fleet	Clerk expenses	7.20

Nigel Prickett	grasscutting		336.00
Bob Bickley	Playground	£495.00	
	Toilets	200.00	495.00

**Date of next meetings**

The Precept meeting will be on 7th January 2019 at 7.45 at Richard's house, Burlands, Southside.

The next PC meeting will be on 21st January 2019

**Future dates : 18 Feb, 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

**Other matters**

There were no other matters

**The meeting closed at**

Signed ..... Date .....

**ACTION LIST SUMMARY**

NO	ACTION	To be Actioned 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. <b>Update 19.11.18 Forms have been passed to Rose McCreedy and Helen Wright for signature</b>	
10.18.12	RM to discuss VAT position re CH refurbishment with OALC expert	RM
11.18.07	<b>Phone box land</b> - RM to establish ownership of the land <b>White lines on southside</b> - RM to discuss with Highways <b>Weed spraying</b> - Clerk to instruct Will Pryse <b>Shed</b> - RM to speak to Barbara Brewer re shredder and desk	RM RM CF RM

11.18.08	<b>Bollards outside village hall</b> - RM to liaise with Highways to replace the bollards	RM
11.18.12	<b>Allotments</b> - RM to inform Rose McCready regarding removal of ivy	RM
<b>11.18.14</b>	<b>Bonfires</b> - CB to respond to letter received	CB