

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 18th February 2019**

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

Members of the public : Julia Whybrew, Shirley Palmer, Fiona Ritchie, Silvana Westbury, Rachel Carlisle, Clare Keating, Jenny Green, Richard Preston, Adrian Shooter, Greg Mitchell, Cllr Arash Fatemian, Cllr Mike Kerford-Byrnes

In attendance: Cathy Fleet (Clerk)

02.19.01 Apologies were received from Amanda Rodgers

02.19.02 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 12, white lines on Southside.

02.19.03 Minutes of the last meeting held on 21st January 2019 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair. The minutes from the November meeting were also signed.

02.19.04 Public Participation : Richard Preston was attending to present an update on the grant application for the kitchen refurbishment of the village hall. Shirley Palmer and others attended wishing to discuss the matter of the Warriner School bus. Rachel Carlisle and others attended to discuss the matter of the proposal to put white lines on the road along Southside. Adrian Shooter and Greg Mitchell attended to present to the PC the proposal for development at The Beeches, Heyford Road,

02.19.05 Planning
Adrian Shooter and Greg Mitchell (Framptons) outlined the proposals for development of The Beeches, Heyford Road. The existing house on 4 acres of land was built in 1904 and 1/2 acre was sold in 1964 and Orchard House built. The proposal now is to remove (and re-site elsewhere) the existing narrow gauge railway and associated buildings and erect 8 new dwellings. The new dwellings will be high quality large houses and will not be visible from the road. The existing house will remain. It is proposed to submit a pre-application to CDC in the near future. The parish council had no comment at this stage.

Applications :

19/00090/F *Kiftsgate House*

NB: response from CDC - applicant states "I want to formalise the use of this strip of land as part of the ongoing process of transferring ownership from Highways" -

ACTION : ML to draft response for CF to submit to CDC

18/02026/F *Brasenose Farm No objections*

18/02129/LB *Manor Farm, Southside - comment submitted*

19/00031/TCA Paynes Hill House - Treework
18/02107/F Amendments to original application

Approvals/Refusals :

18/00375/TCA Beechwood House, Northside - TPO has been applied to trees

18/00325/TCA Cedar Court Approved 19/12/18

18/00150/NMA Elm Trees, Northside Approved 03/01/19 - comment submitted

18/02026/F Brasenose Barn - approved 12/02/19

4 Paines Hill - This property is now in a state of dis-repair and a Notice was served on the owner by CDC which has been ignored due to bankruptcy proceedings. A fresh notice has been served on the owner requiring repairs and maintenance to be carried out by 14th May 2019. In the event of non-compliance proceedings in the Magistrates Court will be instigated.

Voting in the MCNP Referendum will take place on 21st March, and all residents are encouraged to vote.

02.19.06

Village Hall

Richard Preston (VHMC) is in the process of obtaining grant funding for the refurbishment of the village hall kitchen. The best quote obtained for the work is approx £20K. The VHMC have £9K available so funding is needed for the shortfall. An application to Viridor was considered but this was rejected due to the lack of security of tenure on the lease. An application has been made to Doris Fields and the decision is expected by the end of March. An application has also been made to Dr Radcliffe's Trust. The PC has agreed in principle to provide £1000 and an application is also to be made to the OCC Councillor's Community Fund. A further application will be made to CDC's Community Infrastructure Grant which will need to be submitted by the PC. Richard will complete all the paperwork and authority was granted to the Clerk to sign the paperwork so it can be submitted as soon as possible in order that a decision can be made so that the works can commence in July.

ACTION : CF to return signed paperwork to Richard Preston.

2 quotes for external redecoration of the village hall have been received and the 3rd is expected soon.

If the VH is to be used as a central point as part of the Emergency Plan, keys will be required to be easily accessible by all.

ACTION : CF to request that the VHMC supply VH keys to be kept centrally in a keysafe be an agenda item for the next VHMC meeting.

02.19.07

Clerk's Report and Actions from previous meeting

Ref	ACTION	Update	Action by:
1.19.04	CC to draft article and GP to investigate warden schemes.	Completed	CC

1.19.06	AF to inform Clerk re road inspection	o/s	AF
1.19.07	RM to approach residents re white lines	Completed Agenda Item	RM
1.19.07	RM to approach an alternative handyman re bus shelter roof.	Completed	RM
1.19.07	RM to speak to Car Repairers.	Completed	RM
1.19.09	RM and others to seek interest in tendering for decorations.	Awaiting 1 more quote	RM; others
1.19.16	Clerk to advise CDC to pay the precept into the Unity a/c.	Completed	Clerk

02.19.08 Warriner School Bus/Bus shelters

Shirley Palmer and others have brought to the attention of the PC the fact that the Warriner School bus service will cease in September 2019. This means that children from Steeple Aston attending the school will no longer have transport to the school. The group have considered various options, and the county council have suggested that a Community Bus Scheme might be set up. The group wanted to know if the PC would be able to assist setting up such a scheme. This is outside the remit of the PC and it was suggested that the group contact Warriner School for assistance.

02.19.09 Reports from OCC/CDC

Cllr Kerford-Byrnes reported that the CDC/South Northants split has been legally agreed but that it will take up to 6 months for all ties to be cut. Council tax will be increased by £5 per household.

Cllr Fatemian reported that OCC will be increasing council tax by 3%. Statistics regarding potholes reveal that over 41,000 potholes have been repaired in Oxfordshire between Feb-Dec 2018 (compared with 34,600 in 2017) Cllr Fatemian agreed to find out whether the number of potholes **not** repaired was also increasing, for both our area and for Oxfordshire as a whole.

02.19.10 Oxfordshire Together Survey

Action : CF to complete survey and circulate to councillors prior to submission

02.19.11 Spring Clean

The date for the spring clean was set as Sunday 14th April 2019 with the equipment to be delivered to CB at Seven Springs on 12th April and the rubbish collected by CDC on Monday 15th April.

ACTION : **CF to return forms to CDC**
CB to publicise in SAL meeting at bus shelter/telephone exchange on 10am Sunday 14th April

02.19.12 Highways/footpaths/grasscutting

Due to the on-going parking problems on Southside, the difficulty with the bus getting through and erosion of the verges, a proposal, which was approved in principle by Highways had been made to put white lines on the road in the affected area to prevent parking. An appeal had been made in SAL for people to park considerately, and letters had been sent to residents. Rachel Carlisle and others attended the meeting and had submitted a letter

objecting to the proposals. Considerable discussion followed with various suggestions being considered. Cllr Kerford-Byrnes suggested that signs requesting access for emergency vehicles would be more effective than white lines and was supported by Cllr Fatemian who said that signs conforming to OCC guidelines could be made available, and that community action would be more effective than white lines. Cllr Fatemian also pointed out that white lines were far less intrusive/urbanising than notices

ACTION : RM will contact the bus company to establish the extent of the problem and discuss what action can be taken and will also circulate a further letter to all residents.

Litterpick - The annual litterpick will take place on 14th April, with equipment to be delivered to CB on 12th April and collection of rubbish made on 15th April. Details of the litterpick to be published in SAL and on the website and Volunteers should meet at 10am at the bus shelter and telephone exchange on Sunday 14th April.

ACTION : CB to publish details on the website and SAL

02.19.13 Play Area/Teenage Facilities

Nothing to report. A Playground Inspection course is being run by OPFA and it was agreed that Bob Bickley should be invited to attend. Course fees and Bob's time will be paid for by the PC. ML reported that he had fixed the new signs to play equipment. It was also agreed to order a sign for the toilet.

ACTION : GP to speak to Bob to see if he wants to attend the course, and if so CF to book him on

02.19.14 Sport & Rec

6 tender documents sent out for grass cutting contract , 4 competitive quotes received back. In the process of obtaining references and making site visits.

02.19.15 Toilets

The water fountain adjacent to the toilet was reported as faulty. CF had contacted Jillsons plumbers and the work is in hand. It was reported that the map on the wall above the fountain is out of date and needs updating.

ACTION : CC to provide ML with photo of the map and he will look into updating it.

12.19.16 Allotments

Deferred to next meeting

02.19.17 Website/Facebook

Nothing to report

02.19.18 Correspondence

There was no correspondence which had not been dealt with elsewhere

02.19.19 Finance

The following accounts were approved for payment :

Payee	Detail	Amount
SLCC	Subs split with LH and SPC	40.66 cheque required
Martin Lipson	reimbursement for playground signs	40.77
Cathy fleet	Clerk salary	284.63
OALC	Subs	180.91

Cathy Fleet	Clerk expenses (Dec-Feb)	50.01
Bob Bickley	Playground £204.00	
	Toilet £200.00	£404.00
Graham Porcas	reimbursement	113.99

Date of next meetings

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

Annual parish meeting to be 20th May

Annual meeting of the PC to be 20th May

Other matters

Signed Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
02.19.05	Planning: ML to draft response to Kiftsgate Planning application for CF to submit to CDC	ML/CF
02.19.06	Village hall kitchen refurbishment CF to return signed paperwork to Richard Preston	CF
02.19.09	Cllr Fatemian agreed to find out whether the number of potholes not repaired was also increasing, for both our area and for Oxfordshire as a whole.	Cllr Fatemian
02.19.10	Oxfordshire Together Survey CF to complete survey and circulate to councillors prior to submission	CF
02.19.11	Litterpick : CF to return forms to CDC CB to publicise in SAL meeting at bus shelter/telephone exchange on 10am Sunday 14th April CF to request that the VHMC supply VH keys to be kept centrally in a keysafe be an agenda item for the next VHMC meeting	CB/CF CF
02.19.12	Highways, parking/white lines RM will contact the bus company to establish the extent of the problem and discuss what action can be taken and will also circulate a further letter to all residents	RM
02.19.13	Playground Inspection Course GP to speak to Bob to see if he wants to attend the course, and if so CF to book him on. ML to order sign for the toilet.	GP/CF

02.19.15	Toilet/Map CC to provide ML with photo of the map and he will look into updating it.	CC/ML
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