

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

Monday 18th March 2019

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

Members of the public : Julia Whybrew, Cllr Arash Fatemian, Rachel Carlisle, Claire Keating

In attendance: Cathy Fleet (Clerk)

03.19.01 Apologies were received from Charlotte Clarke, Cllr Mike Kerford-Byrnes

03.19.02 Declarations of Interest : Martin Lipson declared an interest in the Village Hall and SAVA, Richard MacAndrew declared an interest in SAL

03.19.03 Minutes of the last meeting held on 18th February were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

03.19.04 Public Participation : Rachel Carlisle and Claire Keating were attending for an update on the parking and white line situation on Southside.

03.19.05 Clerk's Report and Actions from previous meeting

NO	ACTION	Update	To be Actioned by :
02.19.05	Planning: ML to draft response to Kiftsgate Planning application for CF to submit to CDC	Completed	ML/CF
02.19.06	Village hall kitchen refurbishment CF to return signed paperwork to Richard Preston	Completed	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.	Outstanding	Cllr Fatemian
02.19.10	Oxfordshire Together Survey CF to complete survey and circulate to councillors prior to submission	Completed	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	Completed Completed	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	Completed Agenda Item 7	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.	Completed Completed	GP/CF
02.19.15	Toilet/Map CC to provide ML with photo of the map and he will look into updating it.	Completed	CC/ML

03.19.06. Reports from OCC/CDC

The Warriner bus issue is not yet resolved but Cllr Fatemian reported that the school had engaged with parents on many occasions in an attempt to find a solution.

ML will be attending the OCC Peer Review meeting on behalf of MCNP and will raise issues regarding, school transport, pothole repair and the quality of repairs and the Growth Plan,

03.19.07 Highways, footpaths/grasscutting

Bus shelter roof - this has now been re-roofed, thanks to Bob Ganthony

20 mph speed limit - A letter had been received suggesting that a 20mph limit be imposed on the village. RM had spoken to Highways. He was told that a speed survey needed to be carried out. If the average speed through the village was 25mph or greater then traffic calming measures would need to be introduced before a 20mph limit could be imposed. Past surveys suggest that the average speed through the village is over 25mph. Cllr Fatemian confirmed that the introduction of traffic calming measures such as chicanes or speed bumps would be likely to cost tens of thousands of pounds. More up to date data was needed.

Speeding on Paines Hill - The number of vehicles speeding on Paines Hill is thought to have increased.

ACTION : CB to arrange speedcheck on Paines Hill to obtain data.

Stagecoach Bus - RM had met with Stagecoach and reported that they are optimistic that the service will continue but confirmed that there are problems in the village for the bus getting through, mainly due to poor parking

White lines on Southside - the debate regarding where the problem with parking lies continued and it was agreed that RM would write to all residents urging them to think carefully about parking with consideration, particularly in areas where the bus requires access or where an emergency vehicle may have difficulty getting through.

ACTION : RM to write to all residents

ACTION : Cllr Fatemian will find out about the availability of 20's Plenty signs from OCC

GP is attending a course with OCC on Wednesday to enable him to become a super user of Fix my Street which will mean he can fast-track the repair of potholes etc.

ML will look into re-varnishing the map at the top of The Dickredge

The Litterpick is scheduled for 14th April - AR has agreed to do Fenway/Northside, others will meet at the telephone exchange and the bus shelter. Protective equipment will be provided but participants will be warned that they should be aware of any glass, metal etc.

The Beeches - RM, GP and Cllr Fatemian had met with drainage engineers on The Beeches regarding the springs causing deterioration to the road surface. The engineers have agreed to jetwash the drains and insert cameras to see if

there are any blockages before deciding on further action. No date has yet been set for the drain work.

Bicester Rural Resilience Group - Minutes of a meeting of this group had been received. The group meets every 4 months to address such issues as graffiti, parking, speeding etc, with the next meeting to be on 12th June in Chesterton. RM encouraged councillors to attend.

03.19.08 Play Area/Teenage Facilities

Bob Bickley had attended Playground Inspection training and reported that he found it valuable. He had learned that fencing posts should be inspected annually which was very time consuming and asked if the PC wanted him to do this.

ACTION : GP to discuss fencing inspections with Bob Bickley

03.19.09 Village Hall

3 quotes had been received for the external redecoration of the village hall and it was decided to proceed with GMS Décor who have quoted £2100. site meeting had taken place and references followed up. There was discussion regarding replacement of the grilles on the windows

**ACTION : ML to obtain quotes for replacement grilles
CF to inform GMS Décor their quote was successful**

It has been agreed that the PC can have a set of keys for the village hall to be housed in a keysafe not on the VH site, yet to be confirmed.

It had been reported that the kitchen door requires attention

ACTION : ML to ask Contractor to quote for kitchen door.

There are only 2 Community First Responders remaining in the village and SCAS have suggested that a Defibrillator be housed in a public place in the village and suggested the VH/SART area. This was discussed but considered a danger due to vandalism. Other suggestions were the shop or the pub. No decision was made.

The PC have been approached regarding having a stall at the church Fete. It was felt that this was not necessary

There are 4 people interested in running a pop up café in the village hall and AR has suggested a wellbeing/craft event . AR to find out more information from Barbara Brewer

RM had obtained costing of Broadband installation in the village hall of approximately £40/month and £58 installation fee.

ACTION : CF to get Broadband installation as an Agenda item on the next VHMC meeting agenda

03.19.10 Sport & Rec

Nothing to report

03.19.11 Toilets

Nothing to report

03.19.12 Allotments
Nothing to report

03.19.13 Website/Facebook
Details of the Emergency Plan are now on the website. It was confirmed that the PC will continue to pay the website hosting fee although no invoice has yet been received for the current financial year. Rhiannon Thomas currently monitors the Facebook page, but as she no longer lives in the village cannot continue. A replacement for her is required.

03.19.14 Correspondence
A letter of thanks from VHMC had been received regarding the PC's contribution to the kitchen project.
An email had been received from the Pre-school requesting approval to use the VH car park for their Fete on 8th June.
ACTION : CF to respond giving approval
A Schedule of grasscutting had been received from Nigel Prickett. CF to provide him with dates of the Open Gardens and Flower Show to ensure grass is cut ahead of these dates.

03.19.15 Welcome pack
AR had drafted a leaflet to be provided to new residents to the village by way of a Welcome pack. Further work is required and she will get the artwork done for approval at the next meeting prior to printing.

03.19.16 Planning
The following planning documents had been received:
Applications :
19/00168/F retrospective repair of wall Bladebone House - **no objection**
19/00312/F Brasenose Farm - **no objection**
19/00133/F Nisbet House - **no objection**
Approvals/Refusals:
18/02107/F Lansdowne House - **approval**

03.19.17 Finance
The following accounts were approved for payment

Payee	Detail	Amount
Bob Ganthony	Bus shelter roof materials	£109.09 cheque 300001
OPFA	Subs	42.00 cheque 300005
Community First	Subs	55.00 cheque 300006
Martin Lipson	reimbursement for sign	31.20
HMRC	PAYE	200.00
Cathy Fleet	Clerk salary	284.83
Whitco	deposit for VH cooker	1161.6
Bob Bickley	Playground £234.60 Toilets £160	
	Total = £394.60-£27(overpayment) =	367.60

The following grant applications had been received along with the organisations' accounts, and it was agreed to make the following grants for the next financial year. :

Bartons Bus	£100
PCC	£900
Allotments	£250
SAVA	£350
SART	£1250

ACTION : CF to inform each organisations of the grant awarded

It was agreed that the Co-Op bank Accounts would be closed and the money transferred to the PC's Unity Bank accounts. The Business Select Account balance is currently £39.08 and the Community Directplus Account balance is £14,613.95.

ACTION : ML to commence the bank closure process

RM had information regarding the CCLA Public Sector Deposit Fund which is used by other PC's. It required a minimum of £25K to open an account, provides 0.75% interest and instant access withdrawal, is recommended by the Charities Commission and currently used by Edward Dowler of Middle Aston.

ACTION : RM to find out the account opening procedure.

Date of next meetings

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

There were no other matters

Signed **Date**

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
03.19.07	CB to arrange speedcheck on Paines Hill to obtain data. RM to write to all residents regarding parking in the village Cllr Fatemian will find out about the availability of 20's Plenty signs from OCC	CB RM AF
13.19.08	GP to discuss fencing inspections with Bob Bickley	GP
03.19.09	ML to obtain quotes for replacement grilles CF to inform GMS Décor their quote for external redec was successful ML to ask Contractor to quote for kitchen door. CF to get Broadband installation as an Agenda item on the next VHMC meeting agenda	ML CF ML CF
09.19.14	CF to respond giving approval for the car park to be used for Pre-School fete CF to provide Nigel Prickett with dates of Church Fete and Open Gardens	CF CF
03.19.17	CF to inform each organisation of the grant awarded ML to commence the Co-Op bank closure process RM to find out the account opening procedure for CCLA	CF ML RM