

**Minutes of the meeting of the Steeple Aston Parish Council held on  
Monday 15th April 2019**

**Present,** Richard MacAndrew (RM)[chair], Graham Porcas (GP), Martin Lipson (ML),  
Stuart Ferguson (SF)

**Members of the public :** Julia Whybrew, Cllr Mike Kerford-Byrnes

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

**04.19.01 Apologies** were received from Charlotte Clarke, Amanda Rodgers, Charlotte Bartlett

**04.19.02 Declarations of Interest :** ML declared an interest in the Village Hall, SAL and SAVA  
RM declared an interest in SAL

**04.19.03 Minutes of the last meeting** held on 18th March 2019 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

**04.19.04 Public Participation :** Members of the public had nothing specific to discuss.

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

NO	ACTION	Update	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	completed	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 redecor 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	Quote received. To be discussed with chair of VH once decoration underway.  Completed  On-going  Discussed at VHMC meeting 01/04/19	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	Completed  Completed	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	Completed In hand RM to circulate info	CF ML RM

- 04.19.06 Reports from OCC/CDC**  
 Cllr Kerford-Byrnes reported that CDC have agreed to endorse the MCNP and that it will be going to full council on 14th May.  
 A 6 month review of the CDC/OCC partnership has taken place with good results and shared posts are continuing to be explored.
- 04.19.07 Highways,footpaths/grasscutting**  
 Since GP has trained as a FixMyStreet Superuser he has reported potholes which have now been filled in and continues to monitor the village for further potholes requiring attention. OCC have confirmed that spring water is causing the potholes on Heyford Road and that action will be taken in the near future.
- Some letters have been received regarding the possibility of white lines on Southside, including suggestions of laybys/passing places instead.  
**ACTION: RM to respond to letters re white lines.**  
**GP to ask Kat Gash (OCC Highways) if laybys/passing places are a possibility**  
**ML to find out from CDC if S106 money could be used**
- Parking at the junction of Paines Hill/Southside continues to cause visibility issues and this was discussed but no decisions made.
- 04.19.08 Play Area/Teenage Facilities**  
 No issues reported
- 04.19.09 Village Hall**  
 The diocese has refused permission for the keysafe to be located at the Rectory. An alternative location has been identified.  
**ACTION : RM to speak to Kate Tomlinson (Chair of Dr Radcliffe's Trust) with a view to siting the keysafe at the Pre-school or S&R**
- The matter of the installation of Broadband in the village hall is on-going with John White investigating costs.
- A grant of £2000 from the Councillor's Community fund has been received for the village hall kitchen renovation project. Thanks were expressed to Cllr Arash Fatemian.
- 04.19.10 Sport & Rec**  
 The requested donation of £25 for the Race Night was approved. Clerk to action.
- 04.19.11 Toilets**  
 No issues reported
- 04.19.12 Allotments**  
 No issues reported
- 04.19.13 Defibrillator**  
 It was agreed that the parish council should take ownership of the defibrillator and that it should be sited in the vicinity of the village hall.

**04.19.13 Website/Facebook**  
 A moderator is sought for the Facebook page. CF volunteered to take on this task and will be put in touch with the current moderator.

**04.19.14 Correspondence**  
 There was no correspondence which has not been circulated or dealt with elsewhere.

**04.19.15 Planning**  
**The following planning documents had been received :**  
**Applications**  
 19/00532/LB Cedar Lodge, Northside No objections submitted 10/04/19  
 19/00082/TCA North Ridge Paines Hill No objections submitted 10/04/19  
 19/00457/OUT The Beeches, Heyford Road  
 This application was discussed at length. The site is a 'windfall' site and the applicant claims that the permission for the railway currently on site indicates previously developed land, the definition of which is questionable. The proposal is for 6x5 bed houses, 2x3 bed houses and 2x 1-2 bed houses. This does not comply with the policy in the neighbourhood plan and the PC will request that the application should be withdrawn and re-submitted in order to comply and if not withdrawn recommended that CDC refuse permission.  
**ACTION : ML to draft a response from SAPC to be submitted.**

**Approvals :**  
 19/00031/TCA Paynes Hill House - treework - approved 15/003/19

**04.19.16 Finance**  
 The following accounts were approved for payment

Payee	Detail	Amount
BHIB	Insurance	1793.70
SART	Race Night donation	25.00
LG Maintenance	VH gutters	100.00
Cathy Fleet	clerk salary	292.66
SAVA	printing services	9.69
R, MacAndrew	reimbursement	35.00
TP Jones	payroll	56.70
Cathy Fleet	clerk expenses	22.39
Bob Bickley	playground 204	
	toilet 160	364.00

**Date of next meetings**  
 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**
- A small ceremony will be held on 28th June at 10am to mark the planting of the Remembrance Tree
  - ML offered his apologies for the meetings on 20th May
  - RM to ask AR for an update on progress of the Welcome Pack

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

### ACTION LIST SUMMARY

<b>NO</b>	<b>ACTION</b>	<b>To be Actioned by :</b>
04.19.07	RM to respond to letters re white lines. GP to ask Kat Gash (OCC Highways) if laybys/passing places are a possibility ML to find out from CDC if S106 money could be used	RM GP ML
04.19.09	RM to speak to Kate Tomlinson (Chair of Dr Radcliffe's Trust) with a view to siting the keysafe at the Pre-school or S&R	RM
04.19.15	ML to draft a response to Planning application 19/00457/OUT from SAPC to be submitted to CDC	ML