

**Minutes of the meeting of the Steeple Aston Parish Council held on
17th June 2019**

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

Members of the public : Jenny Bell, Sam Clarke, Cllr Arash Fatemian (AF), Cllr Mike Kerford-Byrnes (MKB)

In attendance: Cathy Fleet (Clerk)

06.19.01 Apologies No apologies had been received

06.19.02 Declarations of Interest : ML declared an interest in the Village Hall and SAVA. CB declared and interest in SAL and AR declared an interest in the Village Hall.

06.19.03 Minutes of the last meeting held on 20th May 2019 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

06.19.04 Public Participation : Sam Clarke wished to discuss the matter of the white lines on Southside which is minuted under Item 8.

06.19.05 Clerk's Report and Actions from previous meeting

NO	ACTION	Update	To be Actioned by :
	Martin Lipson to sign the Declaration of Acceptance of Office	Completed	ML
05.19.07	CF to ask Nigel to cut Sixtyfoot RM to draft 'official' parking notice	Completed Completed	CF RM
05.19.08	GP to get 'start' and 'finish' signs for the BMX track	In-hand	GP
05.19.09	GP to get sign warning children not to climb on the recycling bins RM will speak to Kate Tomlinson regarding the sub-lease of the VH for the VHMC	In-hand Completed	GP RM
05.19.16	RM to open bank account with CCLA	In-hand	RM

06.19.06 Reports from OCC/CDC

MKB reported that the recent Lottery initiative by CDC has been successful and encouraged local groups to take part.
The new head of Planning, Robert Jolly has pledged to sort out problems encountered by parish councils when dealing with the planning department, e.g. no engagement, S106 money etc.

AF confirmed that the dragon patcher will be carrying out repairs to Heyford Road in the near future. Kat Gash (OCC Highways) has acknowledged that there is an underlying problem and is seeking a long term solution.

06.19.07 Review of Risk Assessment

The Risk Assessment had been circulated and all councillors are asked to review and insert their areas of responsibility.

AR to look at the possible use of Dropbox or equivalent for document sharing and storage as an alternative to the current USB stick system of data backup.

CB to review the Litterpick Risk Assessment and RM to arrange for the purchase of 18 Hi-Viz jackets and 18 pickers for future use which will be stored in the PC shed. .

06.19.08 Highways,footpaths/grasscutting

White Lines on Southside - RM outlined the 3 issues to be resolved :

- the need to keep the bus service
- to repair and prevent in future the gouges outside Garden Cottage
- ensure there is clear access to the farm

RM has spoken to all residents and Highways and all options have been explored including cutting into the verge to create passing places, notices on inappropriately parked cars and the installation of white lines. Most residents are in favour of white lines but there is some opposition. RM will speak to Highways requesting white lines from The Courtyard to the access road between Grange Cottage/Staithes and will inform Highways of the objections.

Speed signs - RM had met with a consultant to Highways and discussed the installation of speed signs. The recommendation is a mobile speed sign (battery operated) which would be located :

- on Sixtyfoot inside the 30mph limit
- on Southside opposite gateway to Manor Farm
- Heyford Road beyond the Crescent before No 23
- Outside school
- On FGenway near Shepherds Hill
- possibly at the bottom of Paines Hill

All were in agreement and RM to progress with Highways.

Bradshaw Close Sign - the road sign has deteriorated and is almost unreadable. Cleaning was discussed but RM will enquire about a replacement from Highways

Speedwatch - CB to identify suitable dates for a Speedwatch campaign. Cllr Fatemian mentioned an alternative initiative and will send information to RM

Handyman - no decision was made

Funding for extras - There is no funding available.

06.19.09 Play Area/Teenage Facilities

Trevor Stewart is carrying out repairs.

The sign to the BMX track has been taken off the gate - **GP to arrange for new sign.**

There is a dead bush near the water pump - Kevin Preston to be asked to remove it.

06.19.10 Welcome Pack

AR has drafted the updated Welcome Pack which was approved and will be going to print shortly.

- 06.19.11 VE Day 2020**
It was agreed that a street party and/or other event(s) would be arranged. AR and GP to organise.
- 06.19.12 Assets of Community Value**
The current landlords of The Red Lion have given in their notice, and consideration is being given to making the pub an Asset of Community Value. This is done by completing a form from CDC to register for 5 years which will require updating every 5 years. The Red Lion in Bloxham is a community run pub - GP to speak to them and ML to speak to the Abingdon Arms which is also a community run pub. It was also decided to speak to Hook Norton Brewery regarding their future plans for The Red Lion before taking any further action.
- 06.19.13 Village Hall**
The external redecoration is nearing completion, having been delay by bad weather.
RM had spoken with Kate Tomlinson, chair of Dr Radcliffes Trust, regarding a sub lease of the village hall to the management committee but the Trust are not now reviewing their leases. The current lease will be checked with a view to adding a possible codicil to ensure that the VHMC have security of tenure enabling them to secure grant funding more easily in future. The Trust have no objection to this. RM will further discuss with Kate Tomlinson.

AR is meeting with Daphne Preston next week to discuss the possibility of a café in the village hall and will report back.

Lawrence White is collecting the defibrillator next week after which a box will be purchased and it will be mounted on the exterior of the village hall.
- 06.19.14 Sport & Rec**
The AGM had been held and it was reported that a new Secretary is being sought.
- 06.19.15 Toilets**
There were no problems or issues reported.
- 06.19.16 Allotments**
There were no problems or issues reported
- 06.19.17 Website/Facebook**
The minutes of the website committee meeting had been circulated. The new editor of SAL wants SAL to be available on the website but there are some objections due to concerns about advertisers.
- 06.19.18 Correspondence**
RM has responded to all recent correspondence regarding white lines and parking on Southside.
- 06.19.19 Planning**
The following planning documents had been received:
Decisions
19/00532/LB Cedar Lodge, Northside - APPROVAL

Applications

19/00815/F Brunstone - Southside - no objection
 19/00150/TCA Manor Court Cottage - no objections
 19/00200/DISC Chancel Cottage, Fir Lane
 19/00899/F The Cottage, Paines Hill
 19/01042/TCA **Five Day Notice** - Canterbury House, Fir Lane

The Beeches development application has been withdrawn at the request of MCNP and a revised scheme with smaller houses is ready for submission.

06.19.20 Finance

The following accounts were approved for payment :

Payee	Detail	Total Amount	VAT	
GMS Décor	exterior painting deposit	315.00		paid 29/5/19
R. MacAndrew	reimbursement for audit	100.00		
HMRC	PAYE	205.80		
Cathy Fleet	Clerk salary	292.66		
Viking direct	office supplies	19.82	3.30	
MPM Engineering	VH Deposit	2019.91	336.65	
Wood Work	VH deposit	1636.00		
Redlay Flooring	VH deposit	3373.76	562.29	
Nigel Prickett	grasscutting	336.00	56.00	
Nigel Prickett	shortfall on April Invoice	112.00		
Bob Bickley	Toilet	160.00		
	Playground	193.80	353.80	
Cathy Fleet	Clerk expenses	15.62		
Receipt				
OCC	Grass cutting grant	925.93		

VH Kitchen project**Date of next meetings :**

15th July, 17th September, 15th October, 19th November

Other matters

SF offered his apologies for the next meeting.

Signed **Date**

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
05.19.08	GP to get 'start' and 'finish' signs for the BMX track	GP
05.9.09	GP to get sign warning children not to climb on the recycling bins	GP

06.19.07(1)	AR to look at the possible use of Dropbox or equivalent for document sharing and storage as an alternative to the current USB stick system of data backup.	AR
06.19.07(2)	CB to review the Litterpick Risk Assessment and RM to arrange for the purchase of 18 Hi-Viz jackets and 18 pickers for future use which will be stored in the PC shed.	CB/RM
06.19.08	RM to progress white lines with Highways	RM
06.19.08(2)	RM to progress Speed Sign with Highways	RM
06.19.08(3)	RM to arrange replacement sign for Bradshaw Close	RM
06.19.08(4)	CB to identify dates for a Speedwatch campaign	CB
06.19.09	Kevin Preston to be asked to remove the dead bush in the playground	CF
06.19.11	AR and GP to arrange street party for VE Day 2020	AR/GP
06.19.12	ML and GP to speak to Community run pubs in Bloxham	ML/GP