

**Minutes of the meeting of the Steeple Aston Parish Council held on  
16th September 2019**

**Present**, Richard MacAndrew (RM) [chair], Martin Lipson (ML), Graham Porcas (GP), Charlotte Bartlett (CB), Amanda Rodgers (AR)

**Members of the public :** Julia Whybrew, Cllr Arash Fatemian (AF), Cllr Mike Kerford Byrnes (MKB), Adrian Shooter, Charles Sandy, Patrick Bradshaw

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

09.19.01      **Apologies** were received from Charlotte Clarke and Stuart Ferguson

09.19.02      **Declarations of Interest :** Mr. Lipson declared an interest in the Village Hall. Amanda Rodgers declared an interest in the Village Hall and Charlotte Bartlett declared an interest in SAL.

09.19.03      **Minutes of the last meeting** held on 15th July 2019 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

09.19.04      **Public Participation :** Adrian Shooter, Charles Sandy and Patrick Bradshaw attended to discuss planning matters as below.

09.19.05      **Planning**  
Adrian Shooter attended the meeting to discuss the resubmission for outline planning at The Beeches, Heyford Road. New plans have been submitted to CDC for outline planning permission for development of the site, taking into account the comments made by SAPC and CDC following the previous application. The application is now for up to 8 dwellings with 2 properties reduced from 3 to 2 bedrooms and the 5 bedroomed properties reduced to 3 bedrooms. With 1 abstention, all remaining councillors present voted in favour of supporting the application. MKB will be recommending that the application goes to Committee.

Charles Sandy and Patrick Bradshaw attended the meeting to discuss their plans for the re-development of the units on the site of the old chicken sheds. They purchased the site some time ago and have outline plans for developing the site on the existing footprint. The plans for the 6 acre site would include rebuilt inward facing units and the possibility of a coffee shop as a central hub. The façade to the road would be timber clad and rural in appearance and provide modern facilities for 11 different occupiers. No plans have yet been submitted to CDC and their attendance at the meeting was for information only.

**Planning documents received:**

Applications

19/01647/LB Cedar Lodge, Northside - no objection

19/01290/F Holt Farm, Oxford Road - Withdrawn

19/01599/F The Lodge, Southside - no objection

19/01411/LB Cedar Lodge, Northside - no objection

19/01239/CLUE Junipers, the Dickredge - no objection

Decisions:

19/00176/TCA Old Manor House, Southside - Notice of Intent  
 19/01124/F Cedar Lodge, Northside - Approved  
 19/01662/TCA Kralingen, Fenway - Notice of Intent  
 19/01561/TCA Hill House, Southside - Notice of Intent

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

<b>NO</b>	<b>ACTION</b>	<b>UPDATE</b>	<b>To be Actioned by :</b>
06.19.07	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.	On-going	AR
06.19.09	Kevin Preston to be asked to remove the dead bush in the playground	Completed GP to chase for stump removal	CF GP
07.19.08	RM to obtain quotes for defibrillator box RM to contact Community Heartbeat Trust AR to contact Barbara Brewer re payment of electricity		RM RM AR
07.19.10	CC to obtain Land Registry maps to clarify ownership of The Tchure		CC
07.19.11	GP to chase Trevor Stewart regarding bark and repairs ML to replace missing sign		GP ML
07.19.12	AR to speak to Barbara Brewer re ownership of the chipper in the shed. RM to request letter of permission for a sub-lease from chair of Dr Radcliffes Trust	completed	AR
07.19.14	Toilet rolls and bleach are required - CF to order	completed	CF
07.19.16	CB to raise issue of accessibility at next website committee meeting	On-going	CB

**09.19.07 Reports from OCC/CDC**

MKB reported that work is continuing on Castle Quay in Banbury and that a new enterprise has begun in the old BHS building. As a result of the building work there are fewer car parking spaces and some traffic restrictions. CDC has declared a Climate Emergency and is making efforts to go paperless, encourage solar energy, electric car charging points etc. Ties with South Northants are almost severed.

AF reported that the collaboration between OCC and CDC is proving successful with a new joint Chief Executive and savings are beginning to be realised.

**09.19.08 Highways,footpaths/grasscutting**

**White lines** - RM will chase up with Dave Catlin (Highways)

**Speed signs** - There are two types available - Sentinel which are fixed to lampposts and records speeds and numberplates and reports offenders to police  
 AF has proposed that these could be shared between villages and is prepared to contribute towards costs. The other type is flashing signs which are more expensive and has no recording facility but could be sited in 4 positions,

Fenway, SixtyFoot, Southside, Heyford Road outside school and possibly Paines Hill. With sockets and installation the total cost would be £3725 - AF will consider contribution. **The preferred option is flashing signs.**

**Weedkilling** - Next year it would be preferable to have weedkilling done 2 weeks before both the spring show and autumn show. **CF to inform the contractor**

**Wild Flowers** - It has been suggested as part of the Neighbourhood Plan that wild flowers should be planted on verges and other designated areas in the village. John Coley is researching and will report back.

**Planters** - It was suggested that planters throughout the village could be sponsored by local businesses and/or individuals. No decision was made.

**Fig Tree** - The fig tree on Northside/Fenway is overhanging the raised path. ML will speak to the owner to request it is trimmed back. GP wished it noted that he thought this unnecessary and the wrong approach.

**Closure of Rousham Bridge crossroads** - Work will be carried out from 24th October necessitating the closure of the road. Traffic will be re-routed through Steeple Aston along Heyford Road, an already dangerous stretch of road where that has been a serious accident in recent weeks. GP has raised this issue with Highways who have taken no action.

**09.19.09 CPRE**

It was decided that SAPC would not take out membership of CPRE at this time.

**09.19.10 Defibrillator**

It has come to light that the defibrillator donated to the village by SCAS is some 15 years old and nearing end of life. It was decided that if a defibrillator is necessary in the village it would be better to purchase a new one. More information is required and **RM will contact Community Heartbeat and the British Heart Foundation.**

**09.19.11 Emergency Plan**

CB is progressing with the Emergency Plan. The keys to the village hall will be located in a key safe with the parish clerk's contact details clearly visible for contact in an emergency.

**09.19.12 Play Area/Teenage Facilities**

The recent ROSPA report reported on a few minor problems which will be attended to. It was decided that subject to confirmation that lack of a ROSPA report does not affect the Insurance there is no need for a ROSPA inspection in future. Bob Bickley is fully trained in playground inspection and maintenance and keeps the area in a good and safe condition. **GP will speak to Kevin Preston regarding the removal of the stump of the bush he has removed.**

**09.19.13 Village Hall**

No progress has been made on the sub-lease.

The kitchen refurbishment project is completed and the VAT on the 3 items covered by the grant from CDC to the Parish Council will be reclaimed. The remainder of the invoices paid for by the PC will be reimbursed by the VHMC.

**09.19.14 Sport & Rec**

RM still has not managed to obtain keys for the S&R Building which are needed in the event of an emergency.

**09.19.15 Toilets**

GP has changed the tap on the basin for which he was thanked. He has also carried out work on the water fountain outside the toilets and is still working on a solution to stop it spraying unnecessarily.

**09.19.16 Allotments**

RM attended the recent Allotments meeting and reported that all is running smoothly and there are no problems. The allotments are well maintained and in good condition.

**09.19.17 Website/Facebook**

The minutes of the recent website committee meeting were received. A statement regarding accessibility for visually impaired users will be put on the website but it is not known if there is a need for any amendments to be made.

**09.19.18 Correspondence**

As above GP is in correspondence with Highways regarding the diversion of traffic due to roadworks on the B4030.

**09.19.19 Finance**

The following accounts were approved for payment:

Payee	Detail	Total Amount	VAT	paid
Nigel Prickett	Grasscutting	354.00	59.00	12/08/19
Bob Bickley	Playground	244.80		
	Toilet	177.07		12/08/19
		= 421.87		
Cathy fleet	Clerk salary	292.66		12/08/19
Woodwork	VH kitchen	136.00		23/08/19
Woodwork	VH kitchen	1636.00		21/08/19
HJC Services	VH kitchen	273.04	45.51	04/9/19
Howdens	VH kitchen	2740.50	462.06	06/08/19
MPM engineering	VH kitchen	3025.31	840.87	05/08/19
Gheorghe Cernica	Vh kitchen	500.00		02/08/19
Seldram Supplies	toilet supplies	85.75	14.29	
Nigel Prickett	grasscutting	354.00	59.00	
HMRC	PAYE	206.00		
Cathy Fleet	Clerk salary	292.66		
Playsafety	ROSPA report	255.00	42.50	
Bob Bickley	Playground £209.10			
	Toilet 160	369.10		
Cathy Fleet	clk exp	16.84		

**VH kitchen project**

It was noted that as per agreement at previous meetings the sum of £25,000 has been transferred from Unity Bank to CPLA for investment.

**Date of next meetings**

14 October , 18th November

**Proposed dates for 2020 - 3rd Monday of the month:**

20 Jan, 17 Feb, 16 March, 20 April

18 May, 15 June, 20 July, 21 Sept, 19 Oct

16 Nov

**Other matters**

It had been reported to the Clerk by a resident that poor mobile phone signal is preventing her from obtaining a Smartmeter from her energy supplier. RM will write to Victoria Prentis MP requesting her support and contacting service providers urging them to provide masts to enable better signal. GP wanted it noted that he does not agree with this approach and that the service providers should be contacted direct.

**Signed** ..... **Date** .....

**ACTION LIST SUMMARY**

<b>NO</b>	<b>ACTION</b>	<b>To be Actioned by :</b>
06.19.07	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
07.19.10	CC to obtain Land Registry maps to clarify ownership of The Tchure	CC
07.19.11	GP to chase Trevor Stewart regarding bark and repairs ML to replace missing sign	GP
09.19.08	CF to inform the weedkilling contractor that work should be carried out 2 weeks prior to the spring and autumn shows ML will speak to the owner of the Northside fig tree to request it is trimmed back	CF ML
09.19.10	RM will contact Community Heartbeat and the British Heart Foundation regarding funding for a defibrillator	RM
09.19.12	GP will speak to Kevin Preston regarding the removal of the stump of the bush he has removed.	GP