

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 20th January 2020**

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

Members of the public : Margaret Mason, Cllr Mike Kerford-Byrnes, Cllr Arash Fatemian

In attendance: Cathy Fleet (Clerk)

01.20.01 **Apologies** were received from Charlotte Bartlett

01.20.02 **Declarations of Interest :** Mr. Lipson declared an interest in the Village Hall and SAVA. Amanda Rodgers declared an interest in the Village Hall.

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

01.20.04 **Public Participation :** Mrs Mason attended the meeting as representative of SAL. Arash Fatemian and Mike Kerford-Byrnes updated on OCC and CDC under agenda item 12

01.20.05 **Planning
Applications**

19/02948/F Rectory Homes proposal for 10 dwellings on Southside. Application will be going to CDC Planning Committee. The application includes changes to footpaths and includes a safety audit by an independent consultant who made 8 recommendations following the previous application and Rectory Homes have addressed 6 of them. The design of the scheme is now for 10 houses which are more uniform and in keeping with the village. The PC agreed to support the application and agreed that there is no need for a further public meeting. CDC had written to the PC regarding S.106 contributions from the developer that could benefit village amenities, and the football field was discussed in this respect.

**Actions : ML to draft response for CF to submit to CDC by 03/02/20
ML to follow up S106 funding**

19/02465/LB Cedar Lodge
No objection
19/02778/LB 1 Almshouses
No objection
19/02319/TCA Violet cottage
No objection

Notice of Intent
19/02608/TCA Old toms
Decisions
19/02479/F Palmer House - Approved
19/02608/TCA Old Toms - Approved

Great Wolf Resort application - MCNP have submitted an objection and CDC have received a great many objections from individuals and parish councils.

4 Paines Hill - CDC have prosecuted the owner of the property which resulted in a fine and costs payable by the owner and instruction to carry out the necessary work. CDC have a charge on the property and if the work is not carried out CDC will have the work carried out and charge the owner. CDC will monitor the condition of the property.

01.20.06 Clerk's Report and Actions from previous meeting

NO	ACTION	To be Actioned by :	<u>Update</u>
10.19.12	CF to find out who replaced the flat roof of the village hall	CF	CF to contact Abbotts Roofing and ask them to inspect to identify problem
10.19.14	GP to look at high level skylight in the toilet and clean if possible	GP	completed
11.19.07	Dr Radcliffes Trustee CF to confirm to Nigel Roots that the PC are in agreement with both to continue for a further term.	CF	Completed
11.19.08	Mobile phone coverage RM to liaise with chairs of Lower Heyford/Somerton/Souldern where coverage is also poor to lobby service providers to improve the service.	RM	Agenda item
11.19.09	Defibrillator RM to discuss with various organisations, including the Red Lion re the old defibrillator	RM	Agenda item
11.19.10	RM will speak to CDC to establish ownership of trees/hedges CF to instruct Nigel Prickett to cut Shepherds Hill/Coneygar fields hedge	RM CF	Completed
11.19.12	CF to response to CDC re Councillors Allowance	CF	Completed
11.19.13	RM/GP to compose letter to Thames Water re water leak matters in the village	RM/GP	Completed - Highways dealing with
11.19.15	RM to arrange working party to clear leaves from the MUGA	RM	On-going - RM to discuss with Bob Bickley
11.19.16	Village Hall CF to contact Insurers to establish if a valuation necessary and to circulate Insurance policy	CF	Completed CF to arrange valuations
	AR tendered her apologies for the February meeting		

01.20.07 Climate change proposal from MCNP

Following an initiative from MCNP in conjunction with the Woodland Trust, it had previously been agreed that SAPC would plant wild flowers on Heyford

Road. It was further agreed in principle to support the planting of trees throughout the village should suitable sites be identified.

01.20.08 Mobile phone coverage

50 responses were received to the survey on mobile phone coverage in the village, 49 of which were negative. **RM will write to service providers with the data requesting action.** GP will write to OFCOM in a personal capacity.

01.20.09 Defibrillator

Thanks to Andy Shayler and Nicholsons for fitting the defibrillator cabinet on the exterior of the S&R building. CF, AR and CC have agreed to be Guardians of the Defibrillator with CF taking the lead, and a telephone tree of volunteers will be established for use in an emergency. The old defibrillator will be donated to the Red Lion but will only be available for use during opening hours. The pads for the old defibrillator have expired.

**ACTIONS : RM to purchase new pads for the old defibrillator
RM to organise an Awareness Session with Community Heartbeat..**

01.20.10 Trees & Hedges

Action still outstanding.

01.20.11 Correspondence

There was no correspondence not dealt with elsewhere

01.20.12 Reports from CDC/OCC

MKB reported that CDC's budget is on track for a balanced budget by year end. Thanks were given to Cllr Fatemian for funding the speed devices. Funding has been approved and allocated but not yet paid. The OCC budget has been published and shows no cuts. As of 1st January 2020 OCC is a 'permit authority' i.e. conditions can be imposed for utilities and road closures.

01.20.13 Highways,footpaths/grasscutting

Heyford Road will be closed from 13-24th April for drainage works to be carried out

The work to the water leak on Northside should be done this week.

The elevated pathway on Northside needs repairing with York stone. **RM to speak to Kat Gash (OCC) to ensure the correct materials are used.**

The pre-school children have made posters highlighting dog poo and will be putting them up along Northside.

It has been suggested that white lines be put on the junction of Southside/Paines Hill to discourage parking near the dangerous junction. **RM to speak to Dave Catlin.**

Speed Signs - the socket on Paines Hill could not be installed - RM to suggest an alternative position to Dave Catlin. The signs will be installed next week. The toilet which had been dumped outside a property on Fenway has been removed.

It was reported that a streetlight near The Gap on Northside has a very bright LED bulb which is not acceptable. **Cllr Fatemian to find out if softer LED bulbs could be used in villages.**

01.20.14 Emergency Plan

No update available

01.20.15 Play Area/Teenage Facilities

A new contract has been negotiated for Bob Bickley which RM will ask him to sign this week. It has been reported that there is evidence of drug taking in the bottom car park by Robinsons Close - RM is meeting the PCSO this week to discuss.

CDC have confirmed they will not be developing Pocket Park.

01.20.16 Village Hall

A valuation of the village hall and S&R building still needs to be obtained. CF to action.

The leaking roof to the VH committee room requires attention. It was re-roofed in 2015 with a 15 year guarantee. **CF to enquire if Abbotts Roofing could return to inspect.**

It has been reported that the drains to the VH kitchen sink are blocked.

CF to contact Broughton Drains

01.20.17 Sport & Rec

A representative from the S&R committee to be invited to attend PC meetings.

01.20.18 Toilets

No problems reported

01.20.19 Website/Facebook

It was reported that Rhiannon Thomas has moved back to South Africa and Jenny Bell is hopeful that a new Facebook Administrator will be found.

01.20.20 Finance

The following accounts payable were approved, signed off by the Chair and will be authorised online by RM and ML

Payee	Detail		Total Amount	VAT	paid
Cathy Fleet	clk sal		292.66		04/12/19
Sussex Fab Shop	SID poles		595.00		04/12/19
Bob Bickley	Playground	440.64			
	Toilets	354.29	794.93		
Cathy Fleet	clk sal		292.66		SO
RBL	Poppy Wreath		18.00		Q300008
HMRC	PAYE		206.00		
Nigel prickett	Shepherds Hill hedge		144.00	24	
TP Jones	Payroll		56.70	9.45	
Cathy Fleet	Clk exp		24.39		
OALC	Training		54.00	9.00	
Community First	Subs		55.00		

Following a meeting of councillors and RFO to discuss the precept request for 2020/21 it was recommended that a request of £29436 should be made to CDC. This figure was formally approved and **CF will submit the request to CDC.**

RM to respond to Gareth John for the PCC confirming that the amount to be donated to the PCC is for half the grass cutting costs for public pathways through the churchyard. It was agreed to donate to the Toddler group to assist with their rent payment which they are struggling with due to current poor attendance. Other donations were as agreed at the precept meeting.

The quarterly accounts had been circulated and were approved and signed.

Date of next meetings

3rd Monday of the month:

17 Feb, 16 March, 20 April

18 May, 15 June, 20 July, 14 Sept, 19 Oct

16 Nov

Dates of Annual Parish Meeting and Annual Meeting of the Parish Council to be confirmed

Other matters

Signed **Date**

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
01.20.05	Planning application 19/02948/F : ML to draft response for CF to submit to CDC by 03/02/20 ML to follow up S106 funding	ML/CF
01.20.08	Mobile phone coverage : RM will write to service providers with the data requesting action.	RM
01.20.09	RM to purchase new pads for the old defibrillator RM to organise an Awareness Session with Community Heartbeat	RM RM
01.20.13	Raised footpath on Northside : RM to speak to Kat Gash (OCC) to ensure the correct materials are used White lines Southside/Paines Hill : RM to speak to Dave Catlin. CLlr Fatemian to find out if softer LED bulbs could be used in village street lamps.	RM RM AF
01.20.15	RM to meet with Bob Bickley to sign contract	RM
01.20.16	CF to obtain valuation for VH & S&R CF to contact Abbots Roofing re VH roof CF to contact Boughton Drains re VH kitchen drain	CF CF CF

01.20.20	CF to submit precept request to CDC RM to respond to Gareth John re donation	CF RM
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