

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 20th July 2020 by Zoom videoconference**

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

Members of the public : Margaret Bulleyment, Cllr Arash Fatemian and 2 others

In attendance: Cathy Fleet (Clerk)

06.20.01 **Apologies :** No apologies had been received

06.20.02 **Declarations of Interest :** Mr. Lipson declared an interest in SAL and SAVA. Charlotte Bartlett declared an interest in SAL.

06.20.03 **Minutes of the last meeting** held on 15th June 2020 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

06.20.04 **Public Participation :**
Margaret Bulleyment was standing in for Julia Whybrew as 'steeplejack' reporting for SAL and others were attending out of general interest.

06.20.05 Clerk's Report and Actions from previous meeting

NO	ACTION	Update	To be Actioned by :
05.20.10	CC to speak to Mr. & Mrs Owen about the gate on the Tchure	On-going	CC
06.20.06	20/1127/F Hatch End Old Poultry Farm planning application - ML to draft response 18/0025/HYBRID - RM to draft response	Completed Completed	ML RM
06.20.12	CF to clarify if the toilet can be re-opened CF will speak to the contractor who has taken over from Lee Groves (LG Maintenance) regarding the toilet gutters	Completed Completed	CF CF

06.20.06 **Reports from OCC/CDC**
There was no update available from CDC

Cllr Fatemian confirmed that he had submitted a response to CDC regarding the planning application for Hatch End Old Poultry Farm on behalf of OCC Highways. He also informed the meeting that a motion went to the County Council and was passed unanimously for a meeting to be arranged with the Minister to discuss forming a Unitary Authority. This meeting is in the process of being set up and a white paper on the future of local government will be published in September.

06.20.07 **Highways,footpaths/grasscutting**
2 Grange Park - Once again there have been complaints that the overgrown foliage outside the property is overhanging onto the pavement. GP has met with Highways who have agreed to co-operate with the PC and follow up any action

taken. Previously, people other than the home owner have dealt with the foliage but that is not an ideal situation and GP will speak with the owner.

4 Paines Hill - It has been reported that CDC have carried out a survey of the property, the door of which has now been boarded up.

Phone Box Library - a resident of the village will be leaving soon and wished to leave a legacy behind him and suggested that as he has a great interest in books, a phone box library might be a good idea. The matter of upkeep etc was discussed and Cllr Fatemian agreed to find out how the one in Banbury is run. It was, however thought that the installation of a bench in the village would be preferable due to numerous concerns about planning permission, maintenance, vandalism etc of a phone box library.

ACTION : Cllr Fatemian to find out how the Banbury phone box library is run.

06.20.08 Play Area/Teenage Facilities

Retrospective approval was given for :

- Additional hours for Bob Bickley for cleaning and sanitising the playground and toilet
- Hannah Hodges who is voluntarily assisting Bob, and formal thanks were extended to her.
- Thanks to Tom Coker and his team for cleaning the playground equipment
- Approval of additional expenditure for repairs and sanitisation

A grant of £250 has been received from CDC from the Councillors Priority Covid19 fund to assist with additional expenditure for cleaning and sanitising. It was agreed that sanitising will be carried at least once a day until September and then reviewed.

Signs which had been put up in the playground are being regularly torn down - consideration will be given as to whether to keep replacing them or not.

06.20.09 Village Hall

The matter of a litter bin on Robinsons Close will be discussed with the Trustees. Repairs to the village hall :

- Still waiting for the electrician
- the broken window has been mended
- gutter repairs - still outstanding

Sublease - The request has been sent to Freeths.

06.20.10 Sport & Rec

The question of whether to re-open will be discussed at the meeting in August. One football team has been lost but the committee are speaking with the FA to see if other teams in the area are seeking a ground. The committee are also looking at additional ways of fundraising.

ML will check with John White the situation regarding internet access.

06.20.11 Toilets

Additional hours for Bob Bickley were approved to take into account the need for additional sanitisation.

A deep clean of the toilet is required - **CF to obtain quotes**

Following a deep clean, complete redecoration is required.

The Velux rooflight has been vandalised. It is damaged but serviceable so no action is required.

06.20.12 Trees and hedges

RM and ML had identified all the trees and hedges which are the responsibility of the PC throughout the village:

- Lawrence Fields hedge - CF to ask Nigel Prickett to quote to cut back in September
- Heyford Road between the Old Forge and the war memorial - OCC's responsibility
- Red Lion - RM to ask the landlord to cut
- Robinsons Close and BMX Track - RM to arrange a meeting with Dr. Radcliffe's Trustees to identify their responsibilities

06.20.13 Standing Orders, Financial Regulations, Risk Assessment

Amendments had been made to the Standing Orders and Financial Regulations and it was agreed to accept and adopt the amended documents

06.20.14 Allotments

No update

06.20.15 Website/Facebook

No update

06.20.16 Correspondence

No update

06.20.17 Planning

19/02465/LB Cedar Lodge, Northside - APPEAL
20/01503/LB Brunstone, Southside - NO OBJECTION
20/01058/F 25 Grange Park - NO OBJECTION

06.20.18 Co-Option of councillor

The candidates who had applied had submitted resumes which had been circulated prior to the meeting. After considerable discussion it was decided that Rebecca Lewin would be the most suitable to appoint as a parish councillor and upon a vote the decision was unanimous.

RM will inform candidates of the decision.

CF will send Rebecca various documents as necessary.

06.20.19 Finance - the following accounts were approved for payment:

Payee	Detail	Total Amount	VAT
Graham Porcas	reimbursement keys etc.	£44	
Richard MacAndrew	reimbursement internal audit fee	100.00	
Nigel Prickett	Inv 1186	336.00	56.00
Nigel Prickett	inv 1232	354.00	59.00
Cathy Fleet	Jul salary	300.46	
Cherwell Graphics	playground posters	50.00	8.33
Pest solutions	playground bee nest	66.00	11.00
TP Jones	payroll	56.70	9.45
Martin Lipson	reimbursement VH light	113.59	18.93
Bob Bickley	Toilet 29.73 playground 279.99	309.72	
Sedram Supplies	toilet supplies	88.96	14.82
Sedram supplies	anti-viral spray	112.67	18.78

Cathy Fleet	Clerk expenses	48.62	
Lee Boswell	VH window	135.00	
Playsafety	ROSPA Report	255.00	42.50

For the record, approval of the use of BACS as a means of payment was approved.

Other matters

SID - the batteries need changing which CB is happy to do but she wondered if the position of the monitor needs to be changed. It was agreed that it should be moved to near the Red Lion and that ML will download the data.

Signed Date

Dates of next meetings :
3rd Monday of the month:
There will be no meeting in August
21 Sept, 19 Oct. 16 Nov

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
06.20.07	Cllr Fatemian to find out how the Banbury phone box library is run.	AF
06.20.10	ML will check with John White the situation regarding internet access for the village hall	ML
06.20.12	Lawrence Fields hedge - CF to ask Nigel Prickett to quote to cut back in September Red Lion hedge - RM to ask the landlord to cut RM to arrange a meeting with Dr. Radcliffe's Trustees to identify their responsibilities	CF RM RM
06.20.18	RM will inform candidates of the decision. CF will send Rebecca Lewin various documents as necessary.	RM CF