

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 12th October 2020**

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

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

In attendance: Cathy Fleet (Clerk)

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

10.20.02 **Declarations of Interest :** ML declared an interest in SAL and SAVA. . CB declared an interest in SAL

10.20.03 **Minutes of the last meeting** held on 21st September 2020 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

10.20.04 **Public Participation :** There were no members of the public present

10.20.05 Clerk's Report and Actions from previous meeting

NO	ACTION	To be Actioned by :	Update
06.20.07	Cllr Fatemian to find out how the Banbury phone box library is run.	AF	
09.20.09	Lawrence Field Hedge - CF to request Nigel Prickett to quote Hedge at Red Lion - GP to escalate Speed watch - RM to respond to chair of Souldern PC Lawrence Field Sign - GP to find out from OCC if a sign can be put up. Heyford Road layby - ML to contact Planning regarding the driveway at 29A Road Warden Scheme - CF to find out about insurance implications 30mph signs on Sixtyfoot - GP to escalate to Highways Dual carriageway signs - RM to email Edward Dowler, Chair of Middle Aston meeting	CF	Completed Completed Completed On-going Completed
09.20.10	Toilet - GP will re-set the automatic timer to 8.30am-4.30pm. RM to investigate door options	GP RM	See agenda item 8
09.20.13	Sport & Rec repairs - RM will meet with members of the S&R committee to establish the exact work to be carried out and obtain quotes.	RM	Completed - see agenda item 10

09.20.15	Covid update - RM to put note on the website and in SAL	RM	Completed
09.20.18	ML to respond to CDC regarding S106 money in respect of The Beeches.	ML	Completed

10.20.06 Reports from OCC/CDC

MKB reported that CDC are focussing all their attention on the financial challenges caused by Covid. He also reported that the Heyford Park planning application will not now be discussed at the October CDC Planning meeting.

10.20.07 Highways,footpaths/grasscutting

Lawrence Field Hedge - RM to meet with Nigel Prickett to discuss.

Heyford Road traffic calming - RL is of the opinion that speeding traffic on Heyford Road is increasing and causing a serious danger. 3 cats have been killed in the last 2 years as a result of speeding vehicles. **CB and RL to investigate wheely bin stickers, signs etc.**

Potholes - it appears that someone other than GP is marking potholes with white lines. This is unnecessary and unhelpful and should not be done.

Coneygar/Shepherds Hill footpath - The post and rail fencing to the footpath is broken with the debris lying on the path. **CF to contact Sovereign regarding repair**

10.20.08 Play Area/Teenage Facilities/Toilet

The toilet door requires a new closer, but it was felt that this would not prevent vandalism and it might be better to fix a steel plate to the back of the door. ML commented that S106 money could be available before Christmas, some of which could be spent on a new door. GP will look at the door and fix the latch as an interim measure until such time as S106 money may be available.

Updated quotes are required for works needed in the playground to include fencing, the pagoda and the 'toddler prison' . **GP and RM to meet with Trevor Stewart to discuss.**

10.20.09 Village Hall

Information had been received that there is a wasps nest in the village hall. John White had asked that the PC pay for its removal but it was decided that this is outside the remit of the PC and should be paid for by VHMC. RM to inform John White.

Committee Room roof - RM will ask the builder dealing with the S&R roof to inspect and comment.

10.20.10 Sport & Rec

RM had met S&R representatives and builders on site and established that the work required is to replace a length of gutter and brackets, some slipped tiles and to strip back tiles and felt above the dormer window which is allowing water ingress. In addition to the original quote in excess of £1300, 2 further quotes, Burford Building Contractors have quoted £1090.00. Derek Pratley has quoted £950 and a further quote is expected from A&D Roofing. It was agreed that RM will find out which contractor is able to commence work soonest.

- 10.20.11 Covid Update**
It was reported that an entire family within the village are currently suffering from Covid19 and the PC's best wishes were extended to them.
RM has put an article on the website indicating that the PC will offer assistance to anyone in need in the event of further lockdown, and will also publish it in SAL.
- 10.20.12 Risk Assessment**
RM to further update the Risk Assessment for circulation and approval.
- 10.20.13 Website/Facebook**
No update available
- 10.20.14 Correspondence**
There was no correspondence which had not been dealt with elsewhere.
- 10.20.15 Planning**
20/02556/F - Windyridge, Paines Hill - ML to study application and let CF know if the PC wish to comment
20/02409/TPO5 - The Old Quarry, Fenway - Approved
Appeal APP/C3105/Y/20/3251498 Cedar Lodge - Appeal dismissed

210.20.16 Finance - The following accounts were approved for payment :

Payee	Detail	Total Amount	VAT	paid
Seldram Supplies	Soap dispenser	28.94	4.82	
TP Jones	Payroll	56.70	9.45	
Richard MacAndrew	Bin	77.95	12.99	
Nigel Prickett	Inv 1297	354.00	59.00	
Bob Bickley	Playground	179.13		
	Toilet	120.00		
		299.13		
Complete Weed	Weed spraying	240.00	40.00	
Oxford diocese	Allotment rent	480.00		cheque received from SACAA
Cathy Fleet	clerk salary	349.33		

Date of next meetings

16th November

The following dates for 2021 were agreed

18 Jan, 15 Feb, 15 March, 19 April, 17 May, 21 June, 19 July, 20 September, 18 October, 15 November

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

Signed **Date**

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
09.20.09	Lawrence Field Sign - GP to find out from OCC if a sign can be put up.	GP
10.20.07	CB and RL to investigate wheely bin stickers, signs etc. CF to contact Sovereign regarding repair to coneygar/Shepherds Hill footpath fence	CB/RL CF
10.20.08	GP and RM to meet with Trevor Stewart to discuss repairs to playground	GP/RM
10.20.10	RM will find out which contractor is able to commence work to the S&R roof soonest.	RM