

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 21st September 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 (MKB), Cllr Arash Fatemian(AF)

In attendance: Cathy Fleet (Clerk)

09.20.01 Apologies - No apologies had been received.

09.20.02 Declarations of Interest : ML declared an interest in SAVA. CB declared an interest in SAL

09.20.03 Minutes of the last meeting held on 20th July 2020 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

09.20.04 New Councillor
Rebecca Lewin was formally welcomed as the new co-opted councillor. Her DPI has been completed and submitted to CDC and the Acceptance of Office is awaited.

09.20.05 Public Participation : Cllrs Kerford-Byrnes and Fatemian provide their updates under Agenda item 8.

09.20.06 Clerk's Report and Actions from previous meeting

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	Government funding is available and John white is waiting to hear from OCC.
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	In hand - see below In hand completed
06.20.18	RM will inform candidates of the decision. CF will send Rebecca Lewin various documents as necessary.	RM CF	completed

09.20.07 To approve the increase in Clerk's salary in line with NALC recommendation

This was unanimously agreed and payroll have been informed.

09.20.08 Reports from OCC/CDC

Both AF and MKB were thanked for their grants to assist with expenses relating to Covid

AF commented that it was good to see GP on TV as he had featured on an item on superusers for OCC.

AF reported on the county council budget which needs to make £15m savings as a result of Covid.

The proposed bus gate at Middleton Stoney is supported by OCC.

CDC also has a need to make savings due to additional costs caused by Covid.

Submissions regarding the Local Plan are due by 28th September.

The government white paper regarding local government reorganisation is likely to result in major changes, but not for some time.

MKB has received a huge number of emails from parishes and residents regarding the proposed bus gate - mostly opposing the proposal.

09.20.09 Highways, footpaths/grasscutting/trees and hedges

- The hedge between Lawrence Fields and the war memorial is an ancient hedge for which the PC has responsibility. A letter had been received from a resident requesting that it is cut back. It was agreed to get a quote from Nigel Prickett to cut it back and top to a height of 5'
CF to request Nigel Prickett to quote
- The hedges around the Red Lion require trimming to improve visibility for vehicles. Kiftsgate and Southside Cottage have trimmed their hedges, the Red Lion's still requires attention.
GP to escalate
- Souldern PC have asked if they could borrow the radar gun for use in their Speedwatch initiative. This was agreed.
RM to respond to chair of Souldern PC
- A resident of Lawrence Fields has requested that a sign be put up to warn motorists of children playing in Lawrence Fields.
GP to find out from OCC if a sign can be put up.
- It had been reported that there are concerns that the layby on Heyford Road is being used to dump building materials from works being carried out at No29 and an installation of a driveway at 29A. The driveway has not yet been approved planning permission but the work appears to be almost completed.
ML to contact Planning regarding the driveway at 29A
- The mobile advertising sign on the B4020 when turning right out of Fenway has been reported as a hazard.
RM to contact the owner of the sign and request it is moved.
- OCC are trialling a Road Warden Scheme which would enable superusers (GP) to repair potholes (after appropriate training). This had been trialled in Tackley but failed due to volume of traffic and OCC would now like Steeple Aston to be part of the trials.
CF to find out about insurance implications.
- The 30mph signs on SixtyFoot are obscured by foliage
GP to escalate to Highways
- There have been concerns when turning onto the dual carriageway from Middle Aston that the signs are obscured and misleading and the road

markings faded, resulting in people turning the wrong way onto the dual carriageway, which has led to 'near misses'

RM to email Edward Dowler, Chair of Middle Aston meeting.

09.20.10 Play Area/Teenage Facilities/toilet

It had been agreed to discontinue sanitising the playground from the end of August. Once again the toilet has been vandalised - the closer at the top of the door does not work. The Yale lock is ineffective, the snib needs to be removed and the closer needs to be adjusted. Bob is unable to carry out the work required.

GP will re-set the automatic timer to 8.30am-4.30pm.

RM to investigate door options

09.20.11 Remembrance Day

It had been agreed by email correspondence that due to Covid19 there will be no procession to the War Memorial to lay a wreath on Remembrance Sunday.

09.20.12 Village Hall

A meeting had been held with Dr Radclifes Trustees to discuss responsibility for various areas of the playground and surrounding areas. The foundation owns the 'bottom car park' which is private property and anyone parking there is trespassing. The foundation will discuss signage. Access will not be upgraded as this would encourage parking; upgrading would incur costs which is not in keeping with the aims of the trust. The trust do not wish for a litter bin to be installed in that area but will contribute towards costs for litterpicking.

The village hall has joint responsibility with the PC and Dr Radcliffes Trustees for the strip of land north of the car park which features on 2 leases and provides parking for the Village Hall and Robinsons Close. Responsibility for the shrubs around the village hall was not discussed. The MUGA/BMX lease expires 2032. The Football field lease expires 2029. The hedge which shields the bonfire in November will no longer be cut by the PC and if cutting is required the VHMC should discuss with the Trust.

It had been suggested that an electric vehicle charging point be installed in the village hall car park. This is not a matter for the PC, but it may be of interest to the VHMC.

09.20.13 Sport & Rec

A deep clean is being carried out prior to Brownie meetings re-commencing

A quote for the repair of gutters, tiles and damp in excess of £1300 had been received. Due to the value of the work needed, further quotes are required. **RM will meet with members of the S&R committee to establish the exact work to be carried out and obtain quotes.**

09.20.14 Local Covenants

There are a number of properties in the villages where the owners are bound by covenants in their deeds. New residents in Grange Park have erected fencing which contravenes their covenant and the PC had been asked to intervene. This is regrettable but not a matter for the Parish Council and should be resolved by residents.

09.20.15 Covid19 update

Grants had been received from OCC (£504) and CDC (£250) for expenses associated with Covid19. This amount, and more, has been spent on cleaning materials and signage for the playground and toilet.

As a second wave of Covid is already happening, the PC will be prepared to support any resident requiring help.

RM to put note on the website and in SAL.

09.20.16 Website/Facebook

Nothing to report.

09.20.17 Correspondence

There was no correspondence which has not been dealt with elsewhere.

09.20.18 Planning

20/20026/TCA Flat 2 Hill House	Notice of Intent issued
20/01681/F Holt Farm Oxford Road -	Withdrawn
20/01335/F Duckets house, Paines Hill	Approved
20/01503/LB Brunstone, Southside	no objection
20/02170/LB & 20/02169/F Sunnybank, Northside	no objection
20/02227/OUT The Beeches, Heyford Road	This application has been changed
to 'up to 10 dwellings' in order that it becomes a Committee decision which will trigger S106 money. ML to respond to CDC regarding S106 request.	
20/02181/TCA Tangley Cottage, the Gap	Approved

The White Paper on the revamp of the 1948 planning laws will be an agenda item for next month.

09.20.19 Finance

Payee	Detail	Total Amount	VAT	paid
<u>FOR APPROVAL</u>				
Cherwell Graphics	Inv8741	12.00	2.00	
Cathy Fleet	Clk sal	300.66		
HMRC	PAYE	206.00		
Nigel Prickett	Inv 1276	354.00	59.00	
Cherwell Graphics	Inv 8636	50.00	8.33	
Sedram Supplies	Inv 117256	58.50	9.75	
Bob Bickley	Playground	341.89		
	Toilets £200	541.89		
Cathy Fleet	clk exp	8.80		
Adderbury Electrics	VH light	65.00		
Tom Coker	materials (P'Grnd)	382.48		

PAID OUTSIDE OF MEETING (approved by email)

Palmers plumbing	Inv 161268	86.43		paid 18/08
Bob Bickley	Inv 19/53	486.05		paid 13/08
Sedram Supplies	Inv 117093	45.07	7.51	paid 13/08
Cathy Fleet	clk sal	300.66		paid 13/08
Nigel Prickett	Inv 1254	354.00	59.00	paid 13/08
Martin Pedel	loo door	90.00		paid 18/08

Date of next meetings

12th October, 16th November

Other matters

For next Agenda:

Government White Paper on Planning
Risk Assessment

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	<p>Lawrence Field Hedge - CF to request Nigel Prickett to quote</p> <p>Hedge at Red Lion - GP to escalate</p> <p>Speed watch - RM to respond to chair of Souldern PC</p> <p>Lawrence Field Sign - GP to find out from OCC if a sign can be put up.</p> <p>Heyford Road layby - ML to contact Planning regarding the driveway at 29A</p> <p>Road Warden Scheme - CF to find out about insurance implications 30mph signs on Sixtyfoot - GP to escalate to Highways</p> <p>Dual carriageway signs - RM to email Edward Dowler, Chair of Middle Aston meeting</p>	CF
09.20.10	<p>Toilet - GP will re-set the automatic timer to 8.30am-4.30pm.</p> <p>RM to investigate door options</p>	GP RM
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
09.20.15	Covid update - RM to put note on the website and in SAL	RM
09.20.18	ML to respond to CDC regarding S106 money in respect of The Beeches.	ML