

**Minutes of the meeting of the Steeple Aston Parish Council held on  
Monday 16th November 2020**

**Present:** Richard MacAndrew (RM) [chair], Martin Lipson (ML), Stuart Ferguson (SF), Charlotte Bartlett (CB), Rebecca Lewin (RL)

**Members of the public :** Julia Whybrew, Cllr Mike Kerford-Byrnes, 3 members of the public

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

- 11.20.01     **Apologies:** Apologies had been received from Cllr Arash Fatemian and Charlotte Clarke
- 11.20.02     **Declarations of Interest :** Mr. Lipson declared an interest in the Village Hall and SAL, Stuart Ferguson declared an interest in agenda item 17, and Charlotte Bartlett declared an interest in SAL.
- 11.20.03     **Minutes of the last meeting** held on 12th October 2020 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.
- 11.20.04     **Public Participation :** 3 members of the public were attending with an interest in a planning application at The Dickredge.
- 11.20.05     **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	outstanding
09.20.09	Lawrence Field Sign - GP to find out from OCC if a sign can be put up.	GP	Action closed
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	Fence appears to have been repaired
10.20.08	GP and RM to meet with Trevor Stewart to discuss repairs to playground	GP/RM	outstanding
10.20.10	RM will find out which contractor is able to commence work to the S&R roof soonest.	RM	Action closed

Correspondence had been received from Graham Porcas tendering his resignation from the PC which was reluctantly accepted. thanks were expressed to Graham for his work with Highways, notably on The Beeches and Northside, for his tireless work on the playground and for attending to the many potholes around the village. Graham will continue as a Superuser for Fix My Street. **RM will place a note in SAL.**

Agenda Item 17 was brought up the agenda to allow members of the public to participate.

**11.20.06 Reports from OCC/CDC**

MKB reported:

- The planning application for houses to be built at The Beeches, Heyford Road has been refused.
- The Great Wolf appeal is now in the hands of the Inspector
- The Heyford Park Masterplan has been passed with caveats and with unanimous opposition to the proposed bus Gate at Middleton Stoney.

**11.20.07 Highways,footpaths/grasscutting**

Correspondence had been received regarding the issue of cows in the field by Seven Springs. RM to respond.

One quote has been received for the hedge at Lawrence Fields and 2 more are awaiting. RM to circulate quotes when received.

Following a request from a resident for signs at Lawrence Field warning of children playing, OCC have confirmed that they will not provide them but that residents could erect approved signs with OCC permission at their own expense.

**CF to respond to original requester.**

**11.20.08 Play Area/Teenage Facilities**

RM to again try to contact Trevor Steward regarding work required in the playground.

Graham Porcas had been making regular inspections of the playground and equipment and undertaking minor repairs; As he is no longer councillor, **RL will speak to Tom Coker** who had previously carried out repairs, to ask if he is willing to take on this task.

**11.20.09 Village Hall**

It was agreed that the disposal of the wasps nest in the village hall is the responsibility of the PC and reimbursement will be made to VHMC.

The builder attending to the work on the S&R had inspected the committee room roof and concluded that the leak was not caused by the guttering. ML had inspected the roof with Graham Porcas and is of the opinion that the leak is caused by ingress of water under the felt roof. The original work was carried out by Abbott Roofing and carried at 15 year guarantee, but Abbott Roofing are not responding to requests to inspect the roof. **CF to send copy invoice to ML.**

**RM to ask Nigel Prickett to quote for cutting foliage around VH**

**11.20.10 Sport & Rec**

No update

**11.20.11 Dr Radcliffes Trust consultation**

Edward Dowler and Anna Thatcher are the current trustees nominated by the PC.

**RM to complete the feedback form** requested by the Trustees and circulate to councillors for approval before sending.

**11.20.12 Toilets**

Graham Porcas had previously recommended replacing the toilet door with a more robust one which would cost in the region of £2-3K. It was agreed that

this is the necessary course of action, but would be delayed until the outcome of the application for S106 money due from Rectory Homes is known.

**11.20.13 Emergency Plan**

The Emergency Plan requires refreshing and ML agreed to look at this with RM.

**11.20.14 Coronavirus update**

It was noted that 3-4 people are still receiving help. S&J are still doing 3 meals a week for 20 people and have provided over 3000 meals in Steeple Aston since lockdown.

It was agreed that cards should be sent to all volunteers who assisted during the early stages of lockdown. **RM to obtain suitable cards**

**11.20.15 Website/Facebook**

No meeting of the website committee has been held.

**11.20.16 Correspondence**

Correspondence had been received regarding the possibility of a memorial bench being erected in the village for Bob the Dog. It was agreed that whilst the PC may make a contribution toward this it would not lead on the initiative. **CF to inform the correspondent.**

**11.20.17 Planning - The following planning documents were discussed:**

20/02613/F	Touchstones, The Dickredge - comment withdrawn; extension of time granted. Members of the public attending the meeting included the applicants who are awaiting the outcome of a recent meeting with the case officer. The PC has no objection to the application in principle, but is aware of the issues with the windows and CF will respond to CDC accordingly.
20/02854/TCA	Cedar Lodge no objection submitted to CDC
20/02387/F	1 Jubilee Close
20/02747/F	Elm Trees, Northside
20/02795/F	Workshop adjacent to telephone exchange, Southside
Great Wolf appeal - It was agreed that the PC would not respond to the request to write to the Inspector, nor would it contribute to the fundraising.	

**11.20.18 Finance - the following accounts were approved for payment:**

Payee	Detail	Total Amount	VAT	paid
AD Pratley	S&R roof repairs	950.00		
MCNP	subscription	66.00		
Nigel Prickett	grasscutting	354.00	59.00	
Cathy Fleet	Clk sal	308.51		
Cathy Fleet clk exp	Clk exp	8.80		
Viking direct	office supplies	38.45	6.41	
Bob Bickley	Playground	265.75		
	Toilet	200.00		
VHMC	reimbursement for wasps nest removal	66.00	11.00	

The precept meeting will be held on 5th January at 7.45 by Zoom videoconference.

Grant applications must be received before the Precept meeting. Steeplejack will request that organisations applying for a grant for 2021/22 should contact the Clerk. **CF to contact organisations which may not see SAL and send them an application form.**

**Date of next meetings:**

**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**

<b>NO</b>	<b>ACTION</b>	<b>To be Actioned by :</b>
06.20.07	Cllr Fatemian to find out how the Banbury phone box library is run.	AF
	RM to place a note in SAL thanking Graham Porcas for his work	RM
11.20.07	CF to respond to requester regarding signs in Lawrence Fields	CF
11.20.08	RL to ask Tom Coker if he is willing to undertake inspections and maintenance in the playground	RL
11.20.09	CF to reimburse VHMC for payment of wasps nest removal CF to send copy invoice to ML. RM to ask Nigel Prickett to quote for cutting foliage around VH	CF CF RM
11.20.11	RM to complete the feedback form to Dr Radcliffe's Trust	RM
11.20.14	RM to obtain suitable cards to send to Corona volunteers	RM
11.20.16	CF to inform the correspondent regarding a memorial bench	CF
11.20.18	CF to contact organisations which may not see SAL and send them a grant application form	CF

