

**Steeple Aston Parish Council**  
**15th March 2021 at 7.30pm by Zoom Video Conference**  
**Agenda & Summons to Councillors and Invitation to Members of the Public**

**Zoom invite link:**

<https://us02web.zoom.us/j/82801571418?pwd=K2NpWldwbTNBd3dCbWtvODQ4WDRLUT09>

**Please could members of the public wishing to join the meeting email  
parishclerk.steepleaston@gmail.com to request an invite**

No	Detail	Time	Lead
1	To receive apologies for absence	7.30	Chair
2	<b>Declarations of Interest</b> - to receive any declarations of interest from Councillors relating to items on the agenda, in accordance with the Council's code of conduct.		All
3	<b>To receive and approve the minutes of the last meeting</b>	7.35	Chair
4	<b>Public Participation</b> - to receive submissions from members of the public relating to items on the agenda, in accordance with the Council's code of conduct & standing orders. <b>Variation of Order of Business may apply</b>	7.40(10)	Chair
5	<b>Clerks report and actions from previous meeting (see attached)</b>	7.50 (10)	Clerk
6	<b>Planning presentation regarding Wincote by Henry Squire</b>	8.00(15)	
7	<b>Co-Option of Councillors</b>	8.15(5)	
8	<b>Highways/footpaths/grasscutting</b> Update on positioning of SID on Fenway, Lawrence Fields hedge	8.20(5)	
9	<b>Reports from CDC/OCC</b>	8.25(10)	Cllr Fatemian Cllr Kerford-Byrnes
10	<b>Play Area/Teenage facilities</b> Update on renovation	8.35(5)	
11	<b>Village Hall</b> Update on sub-lease; update on EPC	8.40(5)	
12	<b>Sport &amp; Rec</b>	8.45(5)	
13	<b>Toilets</b> Update on door	8.50(5)	
14	<b>Emergency Plan</b> - keysafe	8.55(5)	
15	<b>Communications - website, facebook etc.</b>	9.00(5)	
16	<b>Correspondence</b>	9.05(5)	
17	<b>PC Diary of events</b>	9.10(5)	
18	<b>Review of Standing Orders, Financial Regulations, Risk Assessment and Complaints procedure-</b> allocation of documents to councillors for review.	9.15(10)	
19	<b>Planning</b> To discuss recent applications/approvals/refusals To discuss Bus Gate survey	9.25 (10)	
20	<b>Finance</b> To approve accounts for payment	9.35(10)	Clerk
21	<b>Date of next meetings: 19 April, 17 May, 21 June, 19 July, 20 September, 18 October, 15 November</b> <b>Dates for the Annual Parish meeting and Annual Meeting of the Parish Council to be confirmed</b>		Clerk
	<b>Other matters:</b> to advise of items for next meeting or for information only. Google Drive		Clerk
		10.00	



**Cathy Fleet** – Parish Clerk – 01869 347000

Public & Press are invited to attend

### ACTON LIST SUMMARY

<b>NO</b>	<b>ACTION</b>	<b>To be Actioned by :</b>	<b>Update</b>
02.21.06	CF to inform CDC of Charlotte Bartlett's resignation	CF	completed
02.21.07	RM and AF to discuss water flowing on Heyford road with Highways	RM/AF	completed
02.21.10	ML to carry out analysis of quotes for playground refurbishment	ML	completed
02.21.13	RM will chase supplier of toilet door for installation date	RM	completed
02.21.14	RM to respond to Barbara Brewer regarding keysafe information in Emergency Plan	RM	completed
	Review of Standing Orders, Financial Regulations and Risk Assessment to be agenda items for next month.	CF	completed