

**Minutes of the meeting of the Steeple Aston Parish Council held on  
Monday 19th July 2021**

**Present:** Richard MacAndrew (RM) [chair], Martin Lipson (ML), Stuart Ferguson (SF), Peter Dammermann (PD)

**Members of the public :** Julia Whybrew, Cllr Arash Fatemian (AF)

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

07.21.01      **Apologies** were received from Charlotte Clarke and Rebecca Lewin

07.21.02      **Declarations of Interest :** Mr. Lipson declared an interest in SAL and SAVA

07.21.03      **Minutes of the last meeting** held on 21st June 2021 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

07.21.04      **Public Participation :**

07.21.05      **Clerk's Report and Actions from previous meeting**

NO	ACTION	To be Actioned by	Update
06.21.08	Standing Orders - ML to amend Financial Regulations - RL to amend Risk Assessment - CF to review and pass comments to CC	ML RL CF/CC	Agenda item Outstanding Outstanding
06.21.09	<p>Highways</p> <ul style="list-style-type: none"> <li>○ CF to circulate previously used parking notice</li> <li>○ CC to remove Giant Hogweed plant outside Cedar Lodge</li>   <li>○ RM to cut back the hedge between Shepherds Hill and Coneygar Fields</li> <li>○ RM to investigate the possibility of using solar panels for the SID - see agenda item 11</li> <li>○ Cllr Fatemian to action with OCC cutting back the trees on Heyford Road</li> </ul>	CF CC  RM RM AF	Completed Outstanding - to be reported on Fix my Street  Completed  outstanding
06.21.10	<p>Playground</p> <ul style="list-style-type: none"> <li>• RM to speak with Kate Tomlinson about responsibility for tree maintenance</li>   <li>• CC to speak to Nick Powell about cutting back shrubs/hedges around the MUGA</li>   <li>• RM to ask Helen Wright to arrange a working party to weed the toddler area</li> </ul>	RM  CC  RM	Nicholsons will be inspecting the trees within the next 2-3 weeks.  Deferred  Too close to the end of term to arrange.

06.21.11	RM to obtain approval from the brewery to put the cabinet on an exterior wall and to approach Cllr Fatemian for funding from the Councillor Priority Fund.	RM	Permission granted by brewery. Cllr priority fund grant applied for.
06.21.14	CC to source and replace hooks outside the S&R	CC	Sourced by PD who has offered to put them up

**07.21.06 Reports from OCC/CDC**

An email had been received regarding 4 Paines Hill. CDC have served a S215 Notice on the owner requesting that the poor state of the building is dealt with or subsequent action will be taken.

AF will chase OCC regarding the trees on Heyford Road which still have not been cut back.

AF has spoken to Highways regarding the planning application at Hatch End and reported that the county view is that all is that Class E units must be restricted to certain acceptable uses in order for Highways officers to support this application in a residential area.

**07.21.07 Co-option of councillor**

No progress has been made and it was agreed that further efforts would be made in September.

**07.21.08 Review of Documents**

The updated Standing Orders have been circulated and were approved and adopted.

**07.21.09 Highways, footpaths/grasscutting**

RM will draft a parking notice to be placed on inappropriately parked vehicles.

The footpath between Fenway and Middle Aston has not yet been cut back by the landowner. RM will speak to Edward Dowler (Middle Aston) and ask him to speak to the landowner.

A complaint had been received about wheely bins being left on the side of the road between collections. It was felt that this was not PC business.

An email had been received regarding the National Bus Strategy. **SF to draft a response.**

**SID** - Following investigations, it was found that solar panels for the SID are expensive and that no action will be taken.

An enquiry had been received regarding the purchase of land behind the war memorial from a resident. ML will speak to Margaret Mason (ex-chairman) and the Land Registry. RM will look into the matters of covenants on the land and to obtaining a valuation of the land.

Graham Porcas, Julia Whybrew and Charlotte Bartlett will be doing pothole training organised by OCC shortly and will then be able to repair minor potholes throughout the village.

- 07.21.10 Play Area/Teenage Facilities**  
 A response has been received to the advert for a play area steward. RM will ask RL to respond to the enquiry.  
 RM is meeting with Bob Staig regarding the trees in the playground to discuss any maintenance required to the trees which are the PC's responsibility.  
 RM will speak to various gardeners who run small businesses in the village regarding occasional gardening work required, e.g. playground, car parks etc.  
 The gate to the MUGA has rusted and doesn't close properly. RM to speak to Playground Works for advice on repair/replacement.  
 PD is attending a Playground Inspection Training Seminar in August.
- 07.21.11 Defibrillator**  
 New pads are required for the defibrillator at the Red Lion costing approx £36. RM to order.
- 07.21.12 Sub-lease for village hall and S&R**  
 No progress at present.
- 07.21.13 Village Hall**  
 Building work is almost complete on the Village Hall and the S&R Building. It was agreed that payment of the invoice could be made outside of the meeting.
- 07.21.14 Sport & Rec**  
 As above.
- 07.21.15 Toilets**  
 A regular self employed individual is still required to clean the toilet as the present arrangement is very expensive. Further efforts will be made in September.
- 07.21.16 Website**  
 No problems or issues and no meeting of the website committee has been held.
- 07.21.17 Correspondence**  
 RM had exchanged emails with the head of the school regarding the possibility of the school's cleaner taking responsibility for the toilet in the playground. To be further discussed in September.  
 The suggestion that the school children may like to make dog poo bag dispensers will also be discussed in September.
- 07.21.18 Flower show**  
 It has been suggested that the PC has a stall at the Village Flower show in August to raise awareness of the parish council. It was decided to go ahead with this **RM/ML to discuss**
- 07.21.19 Applications**  
**Planning**  
 21/02095/F Hill Cottage, Northside - no objection  
 21/02147/out The Beeches, Heyford Road - The parish council has no comments, although it is assumed this single house would be built instead of, not as well as, the project for which the outcome of the appeal is still awaited. Appeal reference 20/00037/REF.  
 21/01961/F Old Butchers, Heyford Road - no objection

21/02078/DISC Sunnybank, Northside - no objection  
 21/02318/F Land south & adj to Southside - no objection  
 21/02279/F Tamarisk Cottage, Southside - no objection

**Decisions**

21/01419/LB Paines Hill House, Paines Hill APPROVED  
 19/02948/F Land adj to Southside APPROVED

Rectory Homes will commence building works on Southside in September and have indicated that they would like to make a contribution to the village, e.g. trees , and have asked for suggestions. To be further discussed.

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

Payee	Detail	Total Amount	VAT	paid
HJ foreman Laws	Legal fees	5929.90		
Nigel Prickett	grasscutting	354.00	59.00	
TP Jones	Payroll	56.70	9.45	
Penneys	toilet cleaning	1293.00	215.50	
Cathy Fleet	clk sal July	307.70		s/o
Cathy Fleet	clk exp	9.99		
Steve Palmer	plumber - toilet	35.00		
OPFA	Training - PD	45.00		
FoHS	donation	50.00		

It was agreed, following a letter from FoHS that a grant payment of £50 would be made for the current financial year. CF to respond to the letter and point out that usually grant applications are considered in December for inclusion in the budget and precept request which is set in January.

**Date of next meetings: 20 September, 18 October, 15 November**

**Other matters**

The Welcome Pack is still being developed

**Signed** ..... **Date** .....

**ACTION LIST SUMMARY**

06.21.08	Financial Regulations - RL to amend Risk Assessment - CF to review and pass comments to CC	RL CF/CC	Outstanding Outstanding
07.21.09	RM will draft a parking notice to be placed on inappropriately parked vehicles.	RM	

	<p>RM will speak to Edward Dowler (Middle Aston) and ask him to speak to the landowner regarding cutting back the footpath between Fenway and Middle Aston</p> <p>SF to draft a response to the National Bus Strategy</p> <p>Land behind the war memorial - ML will speak to Margaret Mason (ex-chairman) and the Land Registry. RM will look into the matters of covenants on the land and to obtaining a valuation of the land</p>	<p>RM</p> <p>SF</p> <p>ML</p> <p>RM</p>	
07.21.10	<p>RM will speak to various gardeners who run small businesses in the village regarding occasional gardening work required</p> <p>RM to speak to Playground Works for advice on repair/replacement.</p>	<p>RM</p> <p>RM</p>	
07.21.18	<p>RM/ML to discuss the stall at the Flower Show</p>	<p>RM/ML</p>	

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