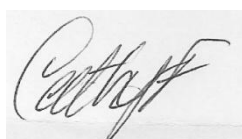


**Steeple Aston Parish Council**  
**20th September 2021 at 7.30pm in the S&R Building**  
**Agenda & Summons to Councillors and Invitation to Members of the Public**

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> - 19th July 2021	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(5)	Chair
5	<b>Clerks report and actions from previous meeting (see attached)</b>	7.45(10)	Clerk
6	<b>Reports from CDC/OCC</b>	7.55(10)	Cllr Fatemian Cllr Kerford-Byrnes
7	<b>Co-Option of Councillor</b> - update	8.05(5)	
8	<b>Consultation on OC-CAM ARC</b>	8.10 (5)	
9	<b>Review of documents</b> : Financial Regulations, Risk Assessment	8.10(10)	
10	<b>Highways/Footpaths:</b> parking Notice Fenway footpath	8.20(10)	RM
11	<b>Play Area/Teenage facilities</b> - Update on steward, trees, weeding	8.30(10)	
12	<b>Defibrillator</b>	8.40(5)	
13	<b>Sub lease for village hall and S&amp;R</b> - update	8.45(5)	RM
14	<b>Village Hall</b>	8.50(5)	
15	<b>Sport &amp; Rec</b>	8.55 (5)	
16	<b>Toilets</b> - update on cleaner	9.00(10)	RM
17	<b>Website, communications</b> - anti-virus options for PCs	9.10(5)	RL
18	<b>Correspondence</b>	9.15(5)	
19	<b>Climate Change</b> - to discuss	9.20(5)	
20	<b>Flower show feedback</b> - to discuss	9.25(5)	RM
21	<b>Welcome Pack</b>	9.30(5)	ML
22	<b>Planning</b> To discuss recent applications/approvals/refusals	9.35(5)	
23	<b>Finance</b> To approve accounts for payment To discuss transfer of funds from deposit account To add/delete signatories from Unity Bank accounts To approve quarterly accounts	9.40(5)	Clerk
24	<b>Date of next meetings: 18 October,15 November</b>		Clerk
	<b>Other matters:</b> to advise of items for next meeting or for information only		Clerk
	<b>Close</b>	10.00	



Cathy Fleet – Parish Clerk – 01869 347000

Public & Press are invited to attend

## 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	completed
	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  SF to draft a response to the National Bus Strategy  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	RM  SF  ML  RM	Completed  completed
07.21.10	RM will speak to various gardeners who run small businesses in the village regarding occasional gardening work required  RM to speak to Playground Works for advice on repair/replacement of MUGA gate	RM  RM	
07.21.18	RM/ML to discuss the stall at the Flower Show	RM/ML	completed