

**Minutes of the meeting of the Steeple Aston Parish Council held on  
Monday 15th November 2021 in the Sport & Rec Building**

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

**Members of the public :** Julia Whybrew, Cllr Mike Kerford-Byrnes, Nigel Gudgeon, Stuart Cummins

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

11.21.01 **Apologies :** No apologies had been received

11.21.02 **Declarations of Interest :** Mr. Lipson declared an interest in SAVA

11.21.03 **Minutes of the last meeting** held on 18th October 2021 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

11.21.04 **Public Participation :** Julia Whybrew was attending the meeting in her capacity as reporter for SAL. Cllr Mike Kerford Byrnes gave his report at Agenda Item 6. Nigel Gudgeon and Stuart Cummins were attending with regard to Agenda Items 7 and 22

11.21.05 **Clerk's Report and Actions from previous meeting**  
**ACTION LIST SUMMARY**

NO	ACTION	To be Actioned by	Update
06.21.08	<b>Risk Assessment</b> - CC to update	CC	On-going
07.21.03	RM/PD/CC to walk the village and identify any trees/hedges which are the responsibility of the PC which may require attention.	RM/PD/CC	Agenda Item 13
09.21.04	<b>Playground</b> - RL and CC will inspect the equipment and report back recommending action to be taken following the ROSPA report CC to ask Nick Powell to cut back hedges/shrubs around village hall and playground as necessary.	RL/CC CC	Agenda item 11 Nick will carry out next weekend
10.21.07	<b>Land behind the war memorial</b> - RM to obtain 3 valuations of the land. <b>Land at Water Lane</b> - RM to contact the owner expressing interest, requesting if any funding will be available for maintenance and how the transfer of the land will work. RM to also contact the Allotments Association to see if they are interested in maintaining the land as an orchard.	RM RM	Agenda item 7
10.21.10	Cllr Fatemian will chase up the repairs to the raised footpath on Fenway	Cllr Fatemian	Repairs have been carried out. Cllr MKB to chase with CDC as work is

	RM to look at all noticeboards and see what maintenance is required	RM	unsatisfactory. On-going
10.21.11	RM to re-draft advert for toilet cleaner/litter picker ML to source 'No dog' signs for the playground RM to accept the quote from Parkland Fencing Ltd of £475+VAT for repair to the MUGA gate.	RM ML RM	Completed MI will place order The gate has been removed for repair.
10.21.14	PD to source luminous paint and re-paint the lines on the steps to the village hall kitchen.	PD	Completed. PD will carry out work.

#### 11.21.06 **Reports from OCC/CDC**

Cllr Mike Kerford-Byrnes reported that the Local Plan consultation has ended and analysis of the results will follow.

The CDC income from New Homes Bonuses and business rates was due to be suspended but has now been extended for a year.

The Planning Bill is being reviewed.

Changes to CDC's garden and food waste collection service are likely to be in the 1st quarter of next year.

Hatch End - MKB requested at the November CDC Planning meeting that a site visit be made to the Hatch End site to observe traffic conditions. Officers recommended refusal but CDC councilors were encouraged to visit the site independently. He requested details of the school roll numbers when the original planning permission was granted and also present numbers for comparison purposes. No date has yet been set for when the application will be discussed at Committee.

MKB confirmed that he will not be standing for re-election next year and has suggested that when his successor is appointed he/she accompanies him to parish council meetings.

#### 11.21.07 **Land**

**Land at Water Lane** - Following the offer of land for use as a community orchard by Sarah Lucas, RM had received a letter from SACAA indicating that SACAA feel that to take over responsibility of the orchard would be too much of an undertaking. A letter had been received from Shirley Palmer expressing interest in setting up groups to encourage wildlife on the land and also to manage fruit trees. Stuart Cummins on behalf of SACAA felt it would be shame if the PC does not accept the offer of the land and questioned whether Sarah Lucas is intending to fund on-going costs. RM has written to Sarah and is awaiting a reply.

**Land behind the war memorial** - James Cridland has valued the land at £15K. Solicitor costs will be £750+VAT. **RM to pass this information to the interested party.**

#### 11.21.08 **Resignation of Councillor**

Rebecca Lewin had written to RM and tendered her resignation as councillor for SAPC. This was reluctantly accepted and Rebecca was thanked for her work with the parish council.

#### 11.21.09 **Co-Option of Councillor**

Angharad Lloyd Jones had expressed interest in becoming a councillor and it was unanimously decided that she should be co-opted. **CF to write to Angharad informing her of the decision.**

- 11.21.10 Highways,footpaths/grasscutting**  
**20mph speed limit** - The PC agreed to respond to the information sent by OCC and to apply for the limit for Steeple Aston. A toolkit containing suggestions for the campaign was provided.  
Wild flower seeds will be planted in verges on Heyford Road, Fenway and Southside in the spring. **CC to arrange planting of seeds.**  
**RM/PD to move the SID to Fenway**
- 11.21.11 Play Area/Teenage Facilities**  
No update on the cleaner/steward was available as no responses have been received. A re-worded advert will be placed on the website and Facebook and in SAL in January.  
The 'No Dog' signs will be ordered shortly. **ML to order signs.**  
Penny Cummins and Chris Neville have applied for ad hoc gardening work around the village at £20.00 per hour each and materials at cost + 5% as used. It was agreed to accept this and **RM to respond to Penny and Chris and ask if they can carry out strimming/weeding of the BMX area.**  
The playground equipment has been inspected following the ROSPA report and Playground Works have been asked to quote on necessary repairs.
- 11.21.12 Defibrillator**  
The defibrillator was to be fixed to the outside wall of the Red Lion, however this has been postponed as the garage where it was to be fixed now requires demolition and re-building.
- 11.21.13 Hedges & Trees**  
RM and PD has inspected the Lawrence Field hedge which requires trimming.  
**RM to ask Penny/Chris**
- 11.21.14 4 Paines Hill**  
The house on Paines Hill remains unoccupied and in a bad state of repair. RM had spoken with Jane Law, CDC Enforcement Officer, who said that CDC are deciding whether to execute a warrant or go to prosecution for non compliance of instructions which could result in a hearing at the Magistrates or High Court or a compulsory purchase order.
- 11.21.15 D of E Candidate**  
A young resident of the village has asked if can assist with various tasks as part of his DofE award scheme. Suggestions included assisting Nick Powell with hedge cutting, leaf sweeping on Water Lane, cleaning/painting noticeboards. **RM to pass on the suggestions.**
- 11.21.16 Sub lease for village hall and S&R**  
No progress has been made.
- 11.21.17 Village Hall**  
ML reported that the provision of internet for village halls by OCC is on-going and that some villages have been identified to pilot the project. Gigaclear are offering a similar scheme but appears to be considerably more expensive. There is an online meeting with Gigaclear on 22nd November.

- 11.21.18 Sport & Rec**  
It was reported that the joint Firework event with the village hall was very successful. .
- 11.21.19 Toilet**  
The baby changing unit appears to be damaged. **ML to investigate and report back.**
- 11.21.20 Website/Facebook**  
The new website is up and running successfully.
- 11.21.21 Correspondence**  
Dr Radcliffe's Trust had circulated their draft policy for Schools Admissions for 2023/24 which is under consultation. There are no significant changes and the PC will make no response.
- 11.21.22 Climate Change**  
A letter had been received from Amanda Rodgers in her capacity as organiser of Sustainable Steeple suggesting that an Environment Committee be set up. She and other respondents to the PC questionnaire made various suggestions on topics including solar panels on public buildings, street lighting, church lighting, 20mph limit, surveys on wildlife, trees and hedges, EV charging points, community events such as repair cafes, waste collection days and refill stalls and a car club.  
ML confirmed that Rectory Homes now propose to install heat pumps at Town End.  
There is to be a Climate Change forum hosted by Lower Heyford Parish Council on 16th December in the King Georges Field Hall at 7pm. RM, CF and others to attend. **CF to forward information to Amanda Rodgers.**
- 11.21.23 Planning - the following planning documents had been received:**  
**Applications**  
21/03592/F Chancel Cottage - **no objection**  
21/03559/DISC Brasenose Farm - **no objection**  
**Decisions**  
21/02366/F Wincote, Cow Lane - **Approved**  
21/03285/TCA Randolphs, Northside - **Notice of Intent of treework**  
Following the approval of the planning application for Wincote, a letter had been received from the Diocese indicating that they do not want electricity cabling going through the allotments. It is hoped SSE can upgrade the existing overhead cable. The PC will require a licence for access works which the Diocese will provide. Nigel Gudgeon indicated that he is content that a draft licence is issued but that the PC will require legal advice. **RM to advise Nigel of solicitors details** and Nigel will liaise between Henry Squire and the Diocese. A strip of land 1-2m wide has been requested by Henry Squire, owner of Wincote, for access during building works. The allotmenters have been canvassed and are happy with the arrangement. The PC is fully supportive.

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

Payee	Detail	Total Amount	VAT	paid
Nigel Prickett	grasscutting inv 1556	354.00	59	
Cathy Fleet	Clk sal Nov	307.70		

**Dates of next meetings:**

**Proposed dates for 2022: 3rd Monday of the month**

**17 Jan, 21 Feb, 21 March, 25 April (18th is Bank holiday), 16th May, 20 June, 18 July, 19 Sept, 17 Oct, 21 Nov**

**The precept meeting will be held on 5th January, either at the S&R or by Zoom**

**Signed .....**      **Date .....**

**ACTION LIST SUMMARY**

<b>NO</b>	<b>ACTION</b>	<b>To be Actioned by</b>
06.21.08	CC to update risk Assessment	CC
10.21.10	Maintenance of Noticeboards	RM
11.21.07	RM to inform interested party of the valuation of the land behind the war memorial	RM
11.21.09	. CF to write to Angharad informing her of the decision regarding co-option	CF
11.21.10	CC to arrange planting of seeds. RM/PD to move the SID to Fenway	CC RM/PD
11.21.11	ML to order 'No Dog' signs RM to ask Penny and Chris and if they can carry out strimming/weeding of the BMX area.	ML RM
11.21.13	RM to ask Penny/Chris if they will trim the Lawrence fields hedge	RM
11.21.15	RM to pass on suggestions for tasks to the DofE candidate	RM
11.21.19	ML to investigate and report back on the state of the baby changing unit in the toilet	ML
11.21.23	RM to advise Nigel of solicitors details in respect of the Allotments/Wincote	RM