

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 18th October 2021**

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

Members of the public : Julia Whybrew, Cllr Arash Fatemian, Angharad Lloyd-Jones

In attendance: Cathy Fleet (Clerk)

10.21.01 Apologies were received from Rebecca Lewin, Charlotte Clarke and Cllr Mike Kerford-Byrnes

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

10.21.03 Minutes of the last meeting held on 20th September 2021 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

10.21.04 Public Participation : Angharad Lloyd-Jones was attending to observe. MKB had sent his apologies and updated the PC on the Hatch End planning application (agenda item 20). Cllr Arash Fatemian gave his report at Agenda Item 6.

10.21.05 Clerk's Report and Actions from previous meeting

No	Action	Owner	Update
06.21.08	Financial Regulations - RL to amend Risk Assessment - CF to review and pass comments to CC	RL CF/CC	Completed Outstanding
09.21.01	Land behind war memorial - RM to suggest to interested party that a lease of the land may be possible and will request costs from HRJ	RM	Agenda Item 7
09.21.02	OX-CAM ARC - ML to draft a response on behalf of the parish council. CF to ask Jenny Bell to place on website and facebook	ML CF	completed completed
09.21.03	Highways Fenway footpath - RM to report on Fix My Street emphasising that the replacement slabs must be stone and in keeping with the original slabs. Slow Horses signs - RM to ask OCC to reinstate the wrongly removed sign and move the one outside the stables further up the road towards the 30mph sign. RM/PPD/CC to walk the village and identify any trees/hedges which are the responsibility of the PC which may require attention. RM to circulate details of the cycle race route	RM RM RM RM	Completed, no action taken as yet Completed Outstanding Completed
09.21.04	Playground - RL and CC will inspect the equipment and report back recommending action to be taken following the ROSPA report	RL/CC	Outstanding outstanding

	CC to ask Nick Powell to cut back hedges/shrubs around village hall and playground as necessary.	CC	
09.21.05	RM to ask Andy Shayler to connect the defibrillator cabinet outside the Red Lion to electricity.	RM	Agenda Item 12
09.21.06	Robinsons Close lower carpark - RM to respond to Kate Tomlinson requesting details of the responsibilities and assurance that the proposed tarmacking is of sufficient quality to last a significant time and that DRT will pay legal fees for any changes to the lease.	RM	Completed but no response received

10.21.06 **Reports from OCC/CDC**

Cllr Arash Fatemian reported that from 1st November civil parking enforcement will be transferred from the Police to the Council and that teams will be patrolling towns and villages in the near future.

The county council is pursuing expanding 20mph zones across the county. This is not yet funded but it is expected that £8m will be available across the county (up to £5K to be allocated for a small village). This will be for the provision of signage only and enforcement and traffic calming measures will be the responsibility of the parish/town council. All new residential roads will be subject to a 20mph limit. Thames Valley Police are in support of the initiative but are unable to proactively support.

Cllr Fatemian agreed to follow up the work required to the Fenway raised pavement and also the trees on Heyford Road which OCC have trimmed but which require further work.

10.21.07 **Land**

Land behind the war memorial - It was unanimously agreed that selling is a better option than leasing the land. **RM to obtain 3 valuations of the land.**

Land at Water Lane - The owner of the land has offered it to the parish council for use as a community orchard. It was agreed that this would be a great asset to the village,. **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.**

10.21.08 **Co-Option of councillor**

Angharad Lloyd-Jones was observing the meeting as she had expressed an interest in becoming a councillor. She will contact the Clerk after the meeting if interested in being co-opted.

10.21.09 **Review of documents**

The Financial Regulations had been amended and approved at the July meeting and will now be adopted.

10.21.10 **Highways,footpaths/grasscutting**

No action has been taken to repair the raised footpath on Fenway which was reported on Fix My Street some 2 months ago. **Cllr Fatemian will chase** The cabinet which houses the village map by The Dickredge has suffered weather damage and requires re-varnishing. The PC noticeboard also requires attention. **RM to look at all noticeboards and see what is required.**

- 10.21.11 Play Area/Teenage Facilities**
It was noted that there is a lack of 'No Dog' signs in the playground. **ML to source signs.**
3 quotes had been received for the MUGA gate, two for replacement and one for repair. It was agreed that repair is the best option. **RM to accept the quote from Parkland Fencing Ltd of £475+VAT**
- 10.21.12 Defibrillator**
The location for the defibrillator cabinet outside the Red Lion has been identified with Chris (the Landlord). Andy Shayler has agreed to put up the cabinet and carry out the necessary electrical work. Chris to contact Andy to arrange a time and date.
- 10.21.13 Sub-Lease for Village Hall & SART**
No progress to report.
- 10.21.14 Village Hall**
It was noted that the white lines on the steps to the kitchen have worn off. **PD to source luminous paint and re-paint the lines.**
- 10.21.15 Sport & Rec**
Nothing to report
- 10.21.16 Toilets**
No response has been received to the advert for a toilet cleaner/litter picker. RM to re-draft the advert suggesting it could be a job share between 2-3 people. Advert to go in SAL.
- 10.21.17 Website/Facebook**
The minutes from the recent website committee meeting had been received.
- 10.21.18 Correspondence**
A suggestion had been received that the parish council run a lottery within the village. **RM to discuss with Richard Preston and Rose McCready who run lotteries for the Allotments and Valentine Club.**
A letter had been received suggesting that the toilet cleaning and litter picking in the playground could be carried out by the same person.
A letter had been received from a resident of Grange Park concerned about the parking in Grange Park and opposite the turning off Fenway and suggested that yellow lines be provided. It was agreed that yellow lines are not desirable, but that white lines could be a deterrent to inconsiderate parking. **RM to speak to Dave Catling (OCC Highways).**
A suggestion had been made that the PC purchase a large laminator and allow other groups within the village to use it. Both ML and the Clerk have laminators so another would not be necessary.
- 10.21.19 Climate Change**
Many local authorities including OCC, have declared a climate emergency in an attempt to encourage people to reduce carbon emissions. It is acknowledged that

parish councils have limited time and scope, but there are things which could be considered in Steeple Aston:

- The use of solar panels in the conservation area (currently not permitted by CDC planners)
- The use of double glazing in listed buildings (currently not permitted by CDC planners)
- Heating and lighting in public buildings to be provided by solar panels or heat pumps
- Street lighting switched off at night

It was agreed that the PC should develop a strategy of things which could make a difference.

10.21.20 Planning

Applications

21/03373/TPO
21/01123/F

Treework Dr Radcliffes school
Hatch End Old Poultry Farm
no objection
objection submitted. Cllr Kerford-Brynes confirmed that the request for a site visit will be considered at the CDC November Planning meeting and therefore the application will be deferred to the next CDC Planning meeting.

21/00386/F
21/03192/DISC
21/02882/F
21/03131/F

29A Heyford Road
Greenacre Southside
Nisbet House, Southside
Old Coach House, Southside
objection submitted
no objection
no objection
no objection

Decisions

21/02779/F
21/03281/TCA
21/02754/LB

Brasenose Farm
Treework Westfield Farm
Paynes Hill House, Paines Hill
approved
5 day Notice
Approved

10.21.21 Finance

Payee

Moore
Cathy Fleet
SAL
Nigel Prickett
SAVH
SART
Adderbury Electrical
Complete Weed Control
Diocese of Oxford
Penneys

Detail

External audit
clk sal Oct
Advert
grasscutting 1533
Hall hire
Hall hire
toilet fan
Weed spraying 3518
Allotments rent
Toilet cleaning

Total Amount

240.00
307.70
12.00
354.00
9.00
66.00
78.00
264.00
517.00
1348.80

VAT

40.00

59.00

13.00
44.00

224.80

paid

10.21.22 Dates of next meetings: 15 November 2021

Proposed dates for 2022: 3rd Monday of the month

17 Jan, 21 Feb, 21 March, 25 April, 16th May, 20 June, 18 July, 19 Sept, 17 Oct, 21 Nov

Other matters

RM has had a meeting with Gigaclear regarding providing superfast broadband in the village, direct to individual houses. This work will commence in November in Lawrence Fields.

Signed Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by
06.21.08	Risk Assessment - CC to update	CC
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
09.21.04	Playground - 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
10.21.07	Land behind the war memorial - RM to obtain 3 valuations of the land. Land at Water Lane - 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
10.21.10	Cllr Fatemian will chase up the repairs to the raised footpath on Fenway RM to look at all noticeboards and see what maintenance is required	Cllr Fatemian RM
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
10.21.14	PD to source luminous paint and re-paint the lines on the steps to the village hall kitchen.	PD