

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 17th January by Zoom (see following report of face to face meeting)**

Present: Richard MacAndrew (RM) [chair], Martin Lipson (ML), Stuart Ferguson (SF), Charlotte Clarke (CC), Peter Dammermann (PD), Angharad Lloyd Jones (AL-J)

Members of the public : Julia Whybrew, Cllr Mike Kerford-Byrnes (MKB)

In attendance: Cathy Fleet (Clerk)

01.22.01 **Apologies** were received from Cllr Arash Fatemian

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

01.22.03 Minutes of the last meeting held on 15th November 2021 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

01.22.04 Public Participation : JW wished to discuss the matter of the death of former PC Chair, Margaret Mason, which is dealt with below.

01.22.05 Clerk's Report and Actions from previous meeting

NO	ACTION	To be Actioned by	Update
06.21.08	CC to update risk Assessment	CC	Pending
10.21.10	Maintenance of Noticeboards	RM	pending
11.21.07	RM to inform interested party of the valuation of the land behind the war memorial	RM	Completed. Agenda item
11.21.09	. CF to write to Angharad informing her of the decision regarding co-option	CF	Completed
11.21.10	CC to arrange planting of seeds. RM/PD to move the SID to Fenway	CC RM/PD	Pending Completed Data will be downloaded this week
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	Completed completed
11.21.13	RM to ask Penny/Chris if they will trim the Lawrence fields hedge	RM	Decided to leave for this year.
11.21.15	RM to pass on suggestions for tasks to the DoFE candidate	RM	Completed - suggested litter picking
11.21.19	ML to investigate and report back on the state of the baby changing unit in the toilet	ML	completed

11.21.23	RM to advise Nigel of solicitors details in respect of the Allotments/Wincote	RM	completed
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01.22.06 Reports from OCC/CDC

MKB reported that the New Homes Bonus and Business rates will be maintained for another year.

CDC's 5 year housing supply currently stands at 3.6 years. This is due to the fact that 8400 plans for new housing have been approved but have not yet been built.

01.22.07 Land

Lawrence Fields - The land behind the war memorial had been valued by Cridlands at £10-15K. the interested party had said that this was too high and after some discussion it was agreed that RM would suggest that a price of £11K could be acceptable to the PC emphasising that no future development apart from a garden shed could be allowed.

Water Lane - A letter had been received from Sarah Lucas indicating that she is keen to gift her land to the PC and that she has a bundle of deeds relating to Randolphys but is not sure if the land in question is registered with the Land Registry. ML to check if it is registered and if there are any restrictive covenants. She also referred to the boundary walls, saying that the wall adjoining Water Lane was rebuilt by the County Council between 1986 and 1991 and that Mr. & Mrs Kinch maintained the one adjoining their boundary. She also indicated willingness to contribute toward reasonable and affordable costs. Discussion followed and it was agreed:

- There is a need to clarify boundaries, so speak to neighbours
- Ask Sarah if she is willing to split the cost of a tree survey
- RM to ask Kevin Preston to quote on a tree survey
- Obtain permission from Sarah for Kevin and PC members to access the land
- RM will speak to various people who have expressed interest in making use of the land for a community orchard

01.22.08 Co-Option of Councilor

This item was moved up the agenda and dealt with after the Clerk's report. It was unanimously agreed that Angharad Lloyd-Jones be co-opted to the PC. Proposed by RM, seconded by ML.

01.22.09 Committees

It was agreed to set up a Village Environment Committee - 8 people responded to the recent advert so they and others will be invited to a meeting in the village hall on 5th March at 10am with a view to forming a committee

It was also agreed to set up a meeting in the village hall on 12th February at 10am to form a committee to plan events to celebrate the Queen's Jubilee. Notice to be put in SAL

01.22.10 Highways,footpaths/grasscutting

The suggestion of a 20mph limit will be a matter for the Environment Committee when formed.

A leaf sweeper has dealt with most of the fallen leaves around the village.

Current roadworks in Water Lane are due to Gigaclear works.

- 01.22.11 Play Area/Teenage Facilities**
There have been 2 responses to the advert for a play area steward/toilet cleaner.
RM to speak to OALC regarding the employment laws.
Repairs required following the ROSPA report are on-going.
A broken rail on one of the ladders had been reported - **ML to investigate and fix if possible.**
RM to chase the MUGA gate
- 01.22.12 Defibrillator**
Nothing further to report.
- 01.22.13 Hedges & Trees**
The hedges around the MUGA and village hall have all been trimmed.
Thanks to Nick and Lydia Powell, Alan, Leigh and Charlotte Clarke. Thanks were expressed to all of them and it was agreed that small tokens of appreciation would be purchased by RM.
- 01.22.14 Sub lease for village hall and S&R**
No update
- 01.22.15 Village Hall**
The village hall committee are in the process of applying for Incorporated Status from the charities Commission.
- 01.22.16 Sport & Rec**
The gutters require attention. **CF to arrange for the gutters for both the S&R and the VH to be cleared.**
- 01.22.17 Toilets**
The baby changing table has been replaced. The extractor fan cover is missing. The velux window surround is damaged.
- 01.22.18 Website/Facebook**
Both Facebook and the website are working well. The minutes from the Website committee meeting were received.
- 01.22.19 Platinum Jubilee**
Covered under Item 9
- 01.22.20 Correspondence**
Contribution towards the upkeep of the road off Fir Lane leading to Folly Cottage was redirected to Dr Radcliffes Trust.
The school are trying to get the yellow hatching on the road renewed as it is very faded. **RM to put the school in touch with Cllr Arash Fatemian.**
- 01.22.21 Climate change**
Dealt with under Item 9 - Environmental Committee.
- 01.22.22 Planning**
The following planning documents had been received:
Applications

21/0141/F	Paines Hill House - no objection
21/04010/NMA	Wincote - no objection
21/03828/F	8 Grange Park - no objection
21/04181/CLUP	Willow Cottage, The Dickredge - no objection
21/04204/CLUP	Touchstones, The Dickredge - no objection
Decisions	
21/00386/F	29A Heyford Road APPROVAL
21/02147/OUT	The Beeches, Heyford Road - APPROVED

01.22.23 Finance

The following accounts were approved for payment :

Payee	Detail	Total Amount	VAT	paid
Paid in December				
HMRC	PAYE	211.20		
Cathy Fleet	Clk Sal Dec	307.70		
Pennys	Toilet cleaning	1503.60	250.60	
Seldram supplies	toilet supplies	78.97	13.16	
M. Lipson reimburs	Land Registry	3.00		
M Lipson reimburs	'No dog' signs	90.00	15.00	
Penny Cummins	gardening services	110.00		
Playground Works	final payment	915.00		
To be approved at January meeting				
TP Jones	payroll inv 1089 (Jul-Sept)	56.70	9.45	
TP Jones	payroll inv 1139 (Oct-Dec)	56.70	9.45	
Cathy Fleet	clk sal Jan	307.50		

The change of signatories on the Unity account was deferred to the next meeting to include Angharad.

A meeting had been held on 5th January to discuss the proposed precept request and the figure of £32,527.00 arrived at and this figure was unanimously agreed. This represents an 8% increase on last year to reflect the increase in costs for toilet cleaning.

The quarterly accounts were approved.

Date of next meetings

3rd Monday of the month

21 Feb, 21 March, 18 April (**may be changed**), 16th May, 20 June, 18 July, 19 Sept, 17 Oct, 21 Nov

Other matters

The announcement of the death of former chair of the PC, Margaret Mason had been received. It was agreed that SF will write a tribute to Margaret for the website. A memorial to Margaret is to be held in the Church on 28th January. A suggestion had been made that the new Rectory Homes Development which was to be named Townend could be changed to 'Mason Close' or something similar. MKB agreed to speak to Julie Shea at CDC.

There is 1 person in the village still receiving help following the pandemic. RM has found someone else to provide help as Angharad has stood down.

RM will remove the notices around the village relating to Covid19.

Signed Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by	Update
06.21.08	CC to update risk Assessment	CC	Pending
10.21.10	Maintenance of Noticeboards	RM	Pending
11.21.10	CC to arrange planting of wild flower seeds	CC	Pending
01.22.07	Lawrence fields - RM to suggest a figure of £11K to the interested party.	RM	
01.22.07	<ul style="list-style-type: none"> • Water lane - There is a need to clarify boundaries, so speak to neighbours • Ask Sarah if she is willing to split the cost of a tree survey • RM to ask Kevin Preston to quote on a tree survey • Obtain permission from Sarah for Kevin and PC members to access the land • RM will speak to various people who have expressed interest in making use of the land for a community orchard 		
01.22.11.1	Play area steward/toilet cleaner - RM to speak to OALC regarding the employment laws	RM	
01.22.11.2	ML to investigate broken rail on ladder and fix if possible. RM to chase the MUGA gate	ML RM	
01.22.20	RM to put the school in touch with Cllr Arash Fatemian regarding re-painting yellow hatching outside school	RM	
	RM will remove the notices around the village relating to Covid19.	RM	

Due to recent changes in Covid Regulations and the fact that the heating in the S&R Building had broken down, the January Parish Council meeting was held by Zoom. It was acknowledged that this would not be regarded as a legal meeting, so a further meeting was arranged for the following day in the S&R Building.

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 18th January in the S&R building**

Present: Richard MacAndrew (RM) [chair], Martin Lipson (ML), Stuart Ferguson (SF), , Angharad Lloyd Jones (AL-J)

Members of the public : There were no members of the public present.

Apologies : Cathy Fleet (recently in contact with Covid), Charlotte Clarke, Peter Dammermann

All items discussed at the previous (Zoom) meeting, as above, were again discussed and it was agreed that any decisions made and actions to be taken are ratified at this meeting

Signed R MacAndrew [Chair]

Date