

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 21st March 2022 in the Sport & Rec Building**

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

Members of the public: Julia Whybrew, Cllr Mike Kerford-Byrnes, Judith Kalthoff, David Knapman

In attendance: Cathy Fleet (Clerk)

03.22.01 **Apologies** were received from Angharad Lloyd Jones, Charlotte Clarke and Martin Lipson

03.22.02 **Declarations of Interest**
There were no declarations of interest

03.22.03 **Minutes of the last meeting** held on 21st February 2022 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

03.22.04 **Public Participation:**
Judith was attending the meeting to speak about the current situation in Ukraine. She feels along with others that there is a need to do something, but doesn't know what and is frustrated with the slowness of the government website and is suggesting that families join together and share the hosting of refugees. Judith will write an article for insertion in SAL.

03.22.05 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. the noticeboard at the top of The Dickredge is in a poor state of repair and requires re-staining. RM to speak to his contact	RM	Pending. Quote for re varnishing £289. RM to accept quote
11.21.10	CC to arrange planting of wild flower seeds	CC	Pending
02.22.01	Planning - ML to draft objection for Clerk to submit.	ML	Completed
02.22.02	Memorial to Margaret Mason - ML to draft the inscription.	RM/ML	ML will get proof of inscription prior to ordering
02.22.03	Operation London Bridge - Clerk to clarify with OALC if there is a recommended supplier for Book of Condolences	CF	Completed CF to re circulate email of quotes

02.22.04	Community Orchard - RM will speak to the solicitor requesting they contact Sarah Lucas's solicitor requesting further information regarding any covenants, rights of way or restrictions on the land and provide an estimate of costs.	RM	Awaiting response from solicitor
02.22.05	Highways - Clerk to accept quote for weed spraying	CF	Completed
02.22.06	Toilet cleaner - RM to respond to applicants.	RM	Completed
02.22.07	Pocket Park - ML will respond to CDC indicating the PC's desire to renew the lease and pointing out that some work is required in the area, e.g. cutting back the hedges and brambles.	ML	Completed - awaiting response from CDC
02.22.08	Defibrillator - RM to organise a training session for the use of the defibrillator	RM	On-going
02.22.09	Broadband - ML to sign Gigaclear documentation on behalf of the PC.	ML	Completed. ML has chased Gigaclear for the contract - awaiting response.
02.232.10	Brown Bins - It was agreed that the PC would pay for 2 brown bins for the VH. RM to action	RM	Completed
02.22.11	Environment Committee - RM will ask Charlotte Clark to represent the PC on the Environment Committee	RM	Completed CC happy to be on committee

03.22.06 Clerks Salary increase
NALC guidelines recommend a 1.75% increase in Clerks' salary backdated to April 2021. It was Unanimously agreed . **RM to instruct payroll to implement 1.75% increase**

03.22.07 Reports from OCC/CDC
Attended last council meeting in February when CDC's budget was set. There was an emergency debate re Ukraine and the Ukraine flag is now flying from council offices and greatly supported. CDC are trying to accommodate refugees but lots of bureaucracy . MKB presented SAPC with an engraved gavel. Many thanks !!!!! Will be attending planning on 7th April when Hatch End planning application will be discussed

03.22.08 Jubilee Committee
The minutes of the last meeting were circulated. Fete at the Gate and Bunt the Village will take place on 4th June; The Village Picnic and Whit Races will be on 5th June 5th. There will be a Living Story to include an audio archive of Silver Jubilee memories, Coronation etc. A local artist is creating a poster which will be sold with profits going towards the Community Orchard. An application for £3K has been made to the Arts Council and an application will also be made to CDC for £500. Angharad to update next month

03.22.09 Environment Committee
The first meeting of this committee will be on 31st March 7.30 Village Hall

- 03.22.10 Allotments**
RM went to allotments meeting and reported that both the allotments and finances are in good shape. Wincote planning application - the landowner, Henry Squire wants to put scaffolding on allotments. Diocese have asked Henry Squire for licence fee of £1000. Henry has offered SACCA something and they are considering asking for a new mower.
- 03.22.11 Op London Bridge**
CF to circulate info on book of Condolences
- 03.22.12 Community Orchard**
The Land transfer has not been finalized. Sarah has to instruct solicitor. RM to chase. Quotes for work required £700-£1300, taking down tree that's fallen and other treework . Ivy growing out of a wall needs removing. Dead trees need removing. RM to circulate quotes.
- 03.22.13 Highways,footpaths/grasscutting**
Complete Weed Control had informed that the weed spraying price will increase, and will now be £640.80 for 2 applications. This was approved. Details of the CDC Litterpick had been received - It was agreed that the D of E volunteer to be asked to litterpick Heyford Road, Sixty Foot and Fenway. Graffiti in Grange Park – Graham Porcas has offered to remove the graffiti and has requested that cleaning materials be provided - this was agreed. Land behind war memorial – the potential purchaser is no longer interested and it was agreed that the parish council will coppice the hedging and a quote of £380 has been obtained, further quotes to be obtained
- 03.22.14 Play Area/Teenage Facilities**
Steward – Margaret Bulleyment had passed on details of 2 people who had applied for the VH cleaner role, RM to contact to see if still interested
RM had received quote for servicing zip wire of £900 – Playground Works are not responding - waiting for further quotes.
- 03.22.15 Defibrillator**
New pads are required as the Expiry date is the end of April - it was approved to purchase.
VETS system to be tested Sunday - 10 volunteers all with landlines will take part in the test.
Defibrillator awareness session was postponed due to Covid; RM is waiting for Community Heartbeat to identify a date.
- 03.22.16 Sub-lease for village hall and SART**
No update
- 03.22.17 Village Hall**
The small wall outside the committee room is crumbling - RM to contact builder. Brambles outside front door require removing RM to see what is required. PD has purchased paint for lines on steps.
- 03.22.18 Sport & Rec**
No update

03.22.19 Toilet
No update

03.22.20 Website/Facebook/communications
No update

03.22.21 Correspondence
Gigaclear – Correspondence had been received from residents of The Dickredge who are not happy with the standard of repairs after work done by Gigaclear. . RM has spoken to Gigaclear - Bradshaw, Cow Lane, Jubilee Close, Dickredge all need road repairs.

03.22.22 Planning - The following planning documents had been received :

Applications

22/00511/F Beechwood House, Southside no objection
22/00565/TCA West Lodge, Grange Park APPROVED
22/00604/TCA Paynes Hill House no objection

Decisions

22/00182/TCA The Lodge, Southside Treework APPROVED
22/00167/TCA Bladebone House, Paines Hill Treework APPROVED

RM put in a Fol request to CDC asking for dates and times councillors made site visits to Hatch End and any data collected. The information will be available 6th April

03.22.23 Finance - The following accounts were approved for payment:

Payee	Detail	Total Amount	VAT
OFPA	Subs	45.00	
OALC	Training (ALJ)	66.00	11.00
Cathy Fleet	Clk sal March	362.74	
HMRC	PAYE	225.00	
Penney's	Cleaning	1228.80	204.80
JP Windows	gutter clearance (VH £80, S&R £40)	120.00	
OALC	Subs	186.80	31.13
VHMC	hall hire	40.00	

Date of next meetings

3rd Monday of the month (please note change of April's date)

11 April, 16th May, 20 June, 18 July, 19 Sept, 17 Oct, 21 Nov

Annual Parish Meeting 16th May 7pm

Annual Meeting of the Parish Council 16th May 7.30pm

Other matters

David Knapman is interested in being a councillor and will contact the Clerk if he wishes to proceed.

Red Lion is closed for repairs for up to 6 weeks and new tenants being sought.

Signed **Date**

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by	Update
06.21.08	CC to update risk Assessment	CC	Pending
11.21.10	CC to arrange planting of wild flower seeds	CC	Pending
02.22.03	CF to circulate quotes for Book of Condolences	CF	
02.22.08	RM to arrange defibrillator awareness session	RM	
03.22.01	RM to instruct payroll regarding pay increase for Clerk	RM	Completed
03.22.03	Community Orchard 0 RM to circulate quotes for treework	RM	
03.22.04	Playground steward - RM to contact 2 applicants	RM	
03.22.05	Village Hall - RM to contact the builder regarding the small wall outside the committee room which is crumbling . RM to see what needs doing re brambles outside the VH	RM RM	