

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 16th May 2022**

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

Members of the public : Julia Whybrew, Cllr Arash Fatemian, Mike Kerford-Byrnes

In attendance: Cathy Fleet (Clerk)

05.22.01 Apologies were received from Peter Dammermann

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

05.22.03 Minutes of the last meeting held on 11th April 2022 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

05.22.04 Public Participation :

05.22.05 Elections/Co-option
No update

05.22.05 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
11.21.10	CC to arrange planting of wild flower seeds	CC	Pending
02.22.08	RM to arrange defibrillator awareness session	RM	On-going
03.22.03	Community Orchard RM to circulate quotes for treework	RM	On-going Quotes will need renewing
04.22.01	Re-tarmacing of Robinsons Close car park - RM to write to Dr Radcliffe's Trust and thank them	RM	Completed
04.22.02	Condolence Book - ML to purchase book RM to find out where it should be stored	ML RM	Completed Completed
04.22.06	Playground - ALJ will research Text Donate and report back	ALJ	Completed. ALJ to send SF others for comparison. RM to discuss with SART

- 05.22.07 Reports from OCC/CDC**
CDC - Presentation to MKB on his retirement as a token of thanks for his work. CDC lost 6 seats at last election. The housing supply is below target. The planning system is subject to changes.
OCC –. Vegan food is now served at council meetings. 2 new trees must be planted to replace every one that is felled on OCC land.
- 05.22.08 Highways,footpaths/grasscutting**
2 Grange Park – very overgrown and encroaching on highway. OCC will write 3 times and if no response will action and charge. **Cllr Fatemian to ask Highways to inspect. To be discussed again at the next meeting.**
4 Paines Hill – **RM to contact Jane Law at CDC to provide update**
- 05.22.09 Play Area/Teenage Facilities**
Tidy up – a complaint had been received regarding the sheeting below the bark showing through and causing a trip hazard. The trampoline is broken, the zip wire needs repair, the toddler gate needs repair. A child was ‘mugged’ and forced to empty his bag. CCTV was discussed. **RM to discuss with PC David Scott.**
- 05.22.10 Village Hall**
A letter was received from VHMC regarding overgrowth of shrubs and trees around the village hall. **RM to speak to Chris & Penny and instruct them to clear overgrown foliage**
Dr Radcliffe Foundation is arranging for the lower car park to be tarmaced. Compost bins will be removed. . DRF will liaise with SRC over the container. . The PC will continue to look after hedges and litter pick in the area. Kate Tomlinson will get an agreement drafted which RM will circulate when it arrives.
- 05.22.11 Sport & Rec**
The recent quiz night was very successful.
- 05.22.12 MCNP**
John Coley has resigned as a member of the forum and a replacement is required. RM volunteered as a member.
- 05.22.13 Website/Facebook**
Nothing to report.
- 05.22.14 Community Orchard**
RM had email from a resident of Bradshaw Close who is concerned about some of the proposals and wonders if brambles will stop people from trespassing on his property. RM suggests having a meeting to include Elen Wade Martin and Shirley Palmer to discuss the use of the area and to alleviate any concerns there may be. ALJ will be part of the committee which will be formed. Sustainable Steeple will fund treework. The solicitors for the PC and Sarah Lucas are in discussion. **RM to discuss grasscutting and the dead tree with Elen and Shirley and, if thought necessary, with Sarah Lucas.**

05.22.15 Op London Bridge

The Condolence Book has been purchased and will eventually be stored in the Archive. The wording of the announcement has been agreed.

05.22.16 Correspondence

A letter was received from Alice Monroe suggesting a little library for children in the village. It was agreed that it is a good idea and that if she can identify a location she is free to go ahead with no involvement from the parish council. **CF to respond to the writer.**

A letter has been received regarding dog mess in the village. It has been previously noted that a lot of the mess can be attributed to foxes/badgers and not dogs. One suggestion was that any mess on the pavement could be circled with chalk to raise awareness, It was also suggested that the writer could be invited by the dog warden to accompany him on his patrol to observe the work he carries out. **RM to respond to the writer and liaise with the dog warden.**

05.22.17 Environment & Sustainability Committee

The minutes of the first meeting have been received. The committee had asked for data from the SID.

05.22.18 Platinum Jubilee Committee

Bunting takeup and workshops have been well received. People are getting involved with setting out stalls. The Whit Races will be held on Robinsons Close. Grant funding from the Arts Council of £3k has been received and a further £500 from CDC.

05.22.19 Planning**Applications**

22/00920/F The Lodge, Southside - no objection
 22/01126/DISC Land to the South and adjacent to Southside - no objection
 22/00988/TPO Dr Radcliffes School (large Oak tree in the car park) - no objection
 22/01054/DISC Wincote, Cow Lane - no objection
 22/01083/F 18 Bradshaw Close - no objection

Decisions

22/00176/F Workshop adjacent to Telephone Exchange, Southside APPROVED
 22/01016/TCA Canterbury House, fir Lane - APPROVED

Notice of Intent

22/01313/TCA End Cottage, The Dickredge
 22/01193/TCA Crimond, Southside

USB sticks regarding the consultation of the Railfreight proposal at Ardley were distributed

05.22.20 Finance – The following accounts were approved for payment

Payee	Detail	Total Amount	VAT	paid
Penneys	Toilet cleaning	949.20	158.20	
Martin Lipson	reimbursement (Book of Condolence)	23.95	3.99	
SART	hall hire	110.00		
SART	hall hire (EC)	11.00		
SAVH	hall hire (EC)	6.00		
SAL	Advert	15.00*		
SAVH	hall hire	130.00*		
Angharad Lloyd Jones	reimbursement (Games for			

Jubilee celebrations)		352.60*	
Cathy Fleet	clk sal	312.22	
Nigel Prickett	grasscutting	372.00	62.00
Helen White	Audit fee	100.00	
PCC	grant	1110.00	
SAL	grant	500.00	
SAVA	grant	350.00	
FoHS	grant	50.00	
SART	grant	1500.00	
Baby & Toddler Group	grant	200.00	
Viking direct	office supplies	42.97	7.16

*Jubilee celebration items

The end of year accounts were approved
The Governance Statement and Accounting Statement were approved

An email had been received from OALC regarding Fraud Mitigation and suggestions for additional internal control. Most of the suggestions are already carried out but it was agreed that a councillor other than the chair would in future sign off invoices for payment and that more details would be given in the accounts for reimbursements to councillors.

Date of next meetings

3rd Monday of the month

20 June, 18 July, 19 Sept, 17 Oct, 21 Nov

Other matters

RM spoke to Kate Bradley regarding the land behind the war memorial. She made suggestions including grassing over the area and removing the hedge along the road. **To be discussed at the next meeting.**

Signed Date

ACTION LIST SUMMARY

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05.22.01	Playground - RM to discuss CCTV with PC David Scott.	RM	
05.22.03	Village Hall - RM to speak to Chris & Penny and instruct them to clear overgrown foliage	RM	
05.22.04	Community Orchard RM to discuss grasscutting and the dead tree with Elen and Shirley and if necessary with Sarah Lucas.	RM RM	
05.22.05	Little Library - CF to respond to the writer.	CF	
05.22.06	Dog Mess around the village - RM to respond to the writer and liaise with the Dog Warden.	RM	