

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 26th September 2022**

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

Members of the public : Anne and Tim Haymes

In attendance: Cathy Fleet (Clerk)

09.22.01 Apologies were received from Stuart Ferguson, Eddie Reeves

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

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

09.22.04 Public Participation : Mr & Ms Haymes were attending to listen to discussions about street lighting.

09.22.05 Clerk's Report and Actions from previous meeting

NO	ACTION	To be Actioned by	Update
06.21.08	CC to update risk Assessment	CC	On-going Action closed RM to update
June22.01	Playground – RM to accept cheaper quotes for the repairs to the toddler gate, zip wire and trampoline and to obtain quotes for bark.	RM	On-going. Repairs to be done 11/10/22
July22.01	Dog Fouling – RM to source waste bin and bag dispensers. RM to purchase spray and use on Southside, Northside and Paines Hill	RM RM	Agenda item Spraying was done 3 months ago, resulting in some complaints. There has been no evidence of fouling since then so further spraying has not been necessary.
July22.02	Land behind war memorial – ML, RM and other councillors to make site visit before the next meeting.	RM/ML	Agenda Item
July22.03	Community Orchard - RM to seek advice from Helen White regarding setting up a sub-committee	RM	Agenda Item
July22.04	Playground - ALJ will make contact with local builders RM to proceed with repairs to gate, zipwire and trampoline CC to send RM contact details re camera company she uses	ALJ RM CC	The bench is stable but not fixed in the

			ground and the metal fixing has been removed. Action closed
July22.05	Toilet - It was agreed to wait to see if ALJ's precept piece in SAL gets any reaction before further investigating winter closure or using text donate		No comments received Action closed

09.22.07 **Reports from OCC/CDC**

No representatives attended the meeting so no update available.

09.22.08 **Highways, footpaths/grasscutting**

Tim and Anne Haymes who have an observatory on Southside had written to the PC to report that street lights are not going on and off at the appropriate times and interfering with use of the observatory. They come on at dusk and stay on all night. A letter has also been received from Graham Porcas about the light on Fenway which does not have the correct shield and shines directly into his property. It was agreed that street lights should go off in the small hours. **CF to contact OCC to find out correct lighting times and request action.**

A request had been received from a resident that a litter bin should be provided at the bus stop by The Beeches. Providing a bin at the top of Sixty Foot was also discussed. It was agreed to purchase 2 bins. **CF to research and circulate information**

Poo Bag dispensers - The dog warden no longer supplies bags. RM had identified a position for a dispenser and roll of bags outside the church. **RM to purchase dispenser**

An email had been received complaining about overgrown foliage outside Bladebone House. RM had responded by suggesting that he reports it on Fix My Street. CDC replied that it is the responsibility of the householder and CDC will inform them. **ALJ will put a reminder on Facebook and the website reminding residents to trim foliage. ML will draft a note for November SAL.**

09.22.09 **MCNP**

The neighbourhood plan was started in 2016 and involved 11 parish councils in the area (now 12 to include Heyford Park). All parishes were asked to engage with parishioners and the major problems identified were traffic, housing development etc with a lot of community engagement resulting in policies adopted in 2019 which became part of the statutory development plan. Districts are now being forced by the government to review their plans. MCNP therefore also now need to review their policies and are asking the 12 parishes what the major concerns now are. Policies will need to be set out by Spring 2023. Councillors suggested : affordability of local housing, domestic energy saving, involvement of local groups especially the new Environment Committee.

09.22.10 **Community Orchard**

The Working Group has been formed and has had its first meeting. Ideally, the working group will have its own bank account and will carry out fundraising. The

name of the Orchard will be Steeple Aston Community Orchard. It is being considered that a plaque could be put up acknowledging that the land has been donated by the previous owner of Randolphs. Tree work will be carried out in November and an open day is planned subsequently. The land will be added to the Asset Register. A member of the working group will create a Risk Assessment.

09.22.11 Risk Assessment

The Risk Assessment needs to be reviewed. **RM will review and report back.**

09.22.12 Energy Crisis

RM had circulated details of possible ways the parish council could provide support to anyone in need as a result of the current economic climate. **ALJ to add to the details for publication in SAL.**

09.22.13 Play Area/Teenage Facilities

Repairs to the zipwire, trampoline and 2 gates will be carried out on 11th October RM had spoken to a CCTV engineer who said that a licence and a locked box would be required. Correct procedures required by CDC and Data Protection regulations would need to be adhered to. CCTV Signage would be required. Costs are estimated to be in the region of £1000. There have been no recent incidents of vandalism and it was agreed to monitor the situation for possible action in 2023 if funds are available.

Ryan Kilby (who used to be playground steward in 2012) has applied for the steward/toilet cleaner position. RM and CF met with him in the playground and a draft contract has been drawn up for 7 hours a week at a rate of £12 per hour. It was agreed to employ Ryan Kilby and CF will provide him with the necessary paperwork.

09.22.14 Annual Inspection of trees/hedges

PD and RM to make the inspection

09.22.15 Dr Radcliffe's School Trustees

Edward Dowler and Anna Thatcher are existing Trustees whose term is coming to an end and are happy to be re nominated. The parish council agreed to re-nominate them both. **CF to inform the Trustees.**

09.22.16 Deddington Health Centre

RM had drafted a letter to Deddington Health Centre indicating concern about the service provided. It was agreed that the letter should be sent.

09.22.17 Village Hall

A request had been received from the VHMC for the PC to purchase chairs and the VHMC to make a substantial donation to the PC in return. It was agreed that this would not be possible.

The small wall outside the committee room is damaged. Railings were suggested **ML to investigate**

09.22.18 Sport & Rec

Lots of fundraising events are planned

09.22.19 Toilets

A letter will be sent to Penneys tomorrow giving them 2 weeks notice. **CF to send letter**

09.22.20 Website/Facebook
No meeting has taken place

09.22.21 Correspondence
An email had been received regarding the land behind the war memorial from the owners of 1 Lawrence Fields who are not happy with the PC's proposals which includes removing the hedge and grassing it over. **RM and CC will make a site visit and consider a phased approach.**

09.22.22 Environment & Sustainability Committee
CC reported that the committee are very enthusiastic and are working on various projects. Approval has been given by OCC for the 20mph speed limit to commence in 2024.

09.22.23 Planning Applications
22/02464/F

The Old Quarry House, Fenway - PC not informed of planning application ML to draft objection

Decisions

22/01613/REM
22/01444/F

The Beeches, Heyford Road
Wincote, Cow Lane
Objection re hedge submitted but not on website - CF to ask why
Touchstones, The Dickredge
Water Lane
Land to south and adj to Southside

APPROVED
APPROVED
APPROVED
APPROVED
APPROVED

09.22.23 Finance – The following accounts were approved for payment

Payee	Detail	Total Amount	VAT	paid
Cathy Fleet	Clk Sal (Aug)	312.22		
HMRC	PAYE	214.60		
Cathy Fleet	Clk Sal September	312.42		
Sedram supplies	Toilet supplies	102.17	17.03	
KMS Litho	printing	254.40		
Arty Crafty Place	printing kit hire	240.50		
JR Plumbing	toilet heater repair	252.00	42.00	
SART	hall hire (Orchard)	20.00		
Nigel Prickett	grasscutting (Orchard)	84.00	VAT not reclaimable	
Nigel Prickett	grasscutting	372.00	62.00	
Penneys	toilet cleaning Inv 18984	1873.20	312.20	
SAL	Advert Inv 22.04.352.S	15.00		
SAL	Advert Inv 22.06.338.S	15.00		
Playsafety	ROSPA report	260.00	43.40	
Moore	External Audit	360.00	60.00	
HRJ Foreman Laws	Land transfer (Orchard)	1545.00	250.00	
PWLB	Loan repayment	938.66		
SAVH	hall hire (ESC) Inv 122	6.00		
TP Jones	payroll	56.70	9.45	
Matthew Davies	noticeboard painting	289.00		

Jubilee expenses

Payments received

CDC Precept £16263.50

It was agreed that the PC would not opt out of the External audit process

The Quarterly Financial Report was received and approved. As at 31/08/22 the current account bank balance was £9321.05, Deposit Account balance was £40458.11 and the CCLA account £25187.20, totaling £74966.36

Date of next meetings

3rd Monday of the month

17 Oct, 21 Nov

Signed Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :	Update
Sept22.01	Street lighting - CF to contact OCC to find out correct lighting times	CF	
Sept22.02	Litter bins - CC to provide photos of possible poles to fix the bins to. CF to research and circulate information	CF	
Sept.22.03	Dog bag dispenser – RM to purchase	RM	
Sept22.04	Overgrown foliage - ALJ will put a reminder on Facebook and the website reminding residents to trim foliage. ML will write a note for November SAL	ALJ/ML	
Sept22.05	Risk Assessment - RM will review and report back.	RM	
Sept22.06	Dr Radcliffe's Trustees - CF to inform the Trustees that the PC will nominate Edward Dowler and Anna Thatcher.	CF	Completed Action closed.
Sept22.07	Village Hall – ML will investigate the small wall outside the committee room and suggest method of repair.	ML	
Sept22.08	Toilet – CF to send letter to Penneys terminating their employment	CF	Completed Action closed
Sept22.09	Land behind the war memorial - RM and CC will make a site visit and consider a phased approach.	RM/CC	
Sept22.10	Planning – ML to draft objection to The Old Quarry House application	ML	

Sept22.11	Wincote Planning application – the PC comments regarding the reinstatement of the hedge do not appear on the website. CF to find out why	CF	Email sent 27/09
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