

**Minutes of the meeting of the Steeple Aston Parish Council held on  
Monday 17<sup>th</sup> October 2022**

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

**Members of the public :** Julia Whybrew, Chris Watson, Jonathan Gascoyne

**In attendance:** Cathy Fleet (Clerk)

**10.22.01      Apologies** were received from Martin Lipson

**10.22.02      Declarations of Interest:** There were no declarations of interest

**10.22.03      Minutes of the last meeting** held on 26<sup>th</sup> September 2022 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

**10.22.04      Public Participation :**  
Chris Watson and Jonathan Gascoyne were attending to discuss the state of the lane off Fir Lane where they live as it is in a poor state. The lane is not the responsibility of the PC and is the responsibility of Dr Radcliffe's Trust and both attendees were advised to contact Kate Tomlinson.

**10.22.05      Clerk's Report and Actions from previous meeting**

NO	ACTION	To be Actioned by :	Update
Sept22.01	<b>Street lighting</b> - CF to contact OCC to find out correct lighting times	CF	On-going
Sept22.02	<b>Litter bins</b> - CC to provide photos of possible poles to fix the bins to. CF to research and circulate information	CF	On-going
Sept.22.03	Dog bag dispenser – RM to purchase	RM	On-going
Sept22.04	<b>Overgrown foliage</b> - 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	Completed action closed
Sept22.05	<b>Risk Assessment</b> - RM will review and report back.	RM	On-going
Sept22.06	<b>Dr Radcliffe's Trustees</b> - CF to inform the Trustees that the PC will nominate Edward Dowler and Anna Thatcher.	CF	Completed Action closed.
<b>Sept22.07</b>	Village Hall – ML will investigate the small wall outside the committee room and suggest method of repair.	ML	ML & RM to get quotes for a rail

Sept22.08	Toilet – CF to send letter to Penneys terminating their employment	CF	Completed Action closed
Sept22.09	<b>Land behind the war memorial</b> - RM and CC will make a site visit and consider a phased approach.	RM/CC	On-going
Sept22.10	<b>Planning</b> – ML to draft objection to The Old Quarry House application	ML	Completed Action closed
Sept22.11	<b>Wincote Planning application</b> – 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. CDC cannot insist on hedge reinstatement

#### 10.22.06 **Reports from OCC/CDC**

No representatives present therefore no updates.

#### 10.22.07 **Highways, footpaths/grasscutting**

Hedge outside Bladebone House – a complaint had been received about the overgrown hedge on Southside, **RM to make contact with the new owners.** There are 2 vehicles in the village which appear to be abandoned, one on Paines Hill and one at the top of the Dickredge. Both have flat tyres and it is not certain if they are legally parked or not.

4 Paines Hill - the person dealing with the matter has now left CDC. **RM will contact the new person.**

**RM will also chase up regarding the state of 2 Grange Park**

#### 10.22.08 **Community Orchard**

A revised ToR has been produced and circulated. A Risk Assessment has also been produced. The Orchard is now legally a Parish Council asset. A grant of £1545 has been gratefully received from Sustainable Steeple towards legal fees. Tree work will be carried out in November. Steeple Aston Blend Apple Juice (TiddlyPoms) is now bottled and will be available for sale locally. A plaque will be created thanking Sarah Lucas and her uncle which the PC will fund (up to £400).

#### 10.22.09 **Risk Assessment**

No update available. Next Agenda

#### 10.22.10 **Coronation**

A suggestion had been made for a Coronation celebration. It was agreed that this is a good idea and that it should cater for all age groups and perhaps be focused around Robinsons Close/Village Hall/Sport & Rec. It was suggested that some suggestions are formed and presented to the PC next month.

#### 10.22.11 **Play Area/Teenage Facilities**

IdVerde, the contractor doing the repairs has postponed again and failed to turn up last week. RM to ask Playground Works (who renovated the playground) to also quote.

Parking in Robinsons Close is not satisfactory and it was suggested that Dr Radcliffes Trust ask that the teachers park at the bottom of the car park. **CC to discuss with the headteacher.**

Ryan Kilby has now taken over as Playground Steward/Toilet Cleaner and is doing a good job with some improvements seen.

**10.22.12 Annual Inspection of trees/hedges**

RM/PD to arrange

**10.22.13 Village Hall**

Railing to be put on top of the small wall outside the committee room. **RM/ML to get quotes.**

**10.22.14 Sport & Rec**

Fundraising plans are on-going.

**10.22.15 Toilet**

The toilet door is supposed to lock at 5.30. If the handle is used and not the door swipe the door will lock for 20 minutes. **RM to create a sign for the door.**

**10.22.16 Website/Facebook**

James Lewin has now joined the committee. They are looking at setting up an Instagram page to allow for more pictures on the website. Granary will no longer charge for website hosting.

**10.22.17 Correspondence**

Correspondence had been received regarding the land behind the war memorial. **CC and RM to make a site visit to discuss.**

**10.22.18 Environment & Sustainability Committee**

No meeting has been held recently.

**10.22.19 Planning – the following planning documents had been received**

**Applications**

22/03079/DISC  
22/02843/F

Timbers, Water Lane

Rectory Farm House, Northside

Discharge of conditions of 21/01765/F

Change of use of existing annexe ancillary to main dwelling for elderly relative to holiday let accommodation

**Decisions**

22/02778/TCA

Kiftgate House

NOI of Treework

**10.22.20 Finance – the following accounts were approved for payment :**

Payee	Detail	Total Amount	VAT	paid
SAVH	Hall Hire (ESC)	6.00		
Nigel Prickett	Grasscutting 1771	372.00	62.00	
Complete Weed control	spraying HC3711	320.00	53.40	
R. R.MacAndrew	reimbursement			
	Chalk spray	24.49	4.08	
Cathy Fleet	clk sal Oct	312.22		
Diocese of Oxford	Allotment rent	517.00		
Ryan Kilby	Playground/Toilet	120.00		

**Date of next meetings**

**3rd Monday of the month**

21 Nov

Dates for 2023

## Precept meeting 4<sup>th</sup> January @ Richards

16<sup>th</sup> January  
20<sup>th</sup> February  
20<sup>th</sup> March  
17<sup>th</sup> April  
22<sup>nd</sup> May  
19<sup>th</sup> June  
17<sup>th</sup> July  
18<sup>th</sup> September  
16<sup>th</sup> October  
20<sup>th</sup> November

### Meetings to be held in the S&R

### Other matters

MCNP are requesting a fee from parishes for the MCNP review for which they have employed a consultant . The fee for Steeple Aston will be £384

Signed ..... Date .....

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Oct22.01	<b>Bladebone House</b> – RM to contact new owners regarding overgrown foliage	RM	
Oct22.02	RM to contact CDC regarding 4 Paines Hill and 2 Grange Park	RM	

Oct22.03	Parking in Robinsons Close – CC to discuss with headteacher	CC	
Oct22.04	RM/Pd to inspect trees & hedges which are the responsibility of the PC	RM/PD	
Oct22.05	RM to obtain quotes for railing on small wall outside VH committee room	RM	
Oct22.06	Toilet door - RM to create sign	RM	