

**Minutes of the meeting of the Steeple Aston Parish Council held on
22nd May 2023**

Present: Angharad Lloyd Jones (ALJ) [chair], Martin Lipson (ML), Stuart Ferguson (SF), Peter Dammermann (PD),

Members of the public : Julia Whybrew, Richard Preston, Cllr Arash Fatemian, Matt Watson

In attendance: Cathy Fleet (Clerk)

05.23.01 Apologies

No apologies had been received

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

05.23.03 Minutes of the last meeting held on 17th April 2023 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

05.23.04 Public Participation :

Richard Preston commented that he had reported on Fix my Street the state of the road, particularly Water Lane (sycamore trees growing in gutters and drains blocked) No action has been taken. No road sweep has taken place for many months, Water Lane pavement is dangerous and RP is concerned that an accident will happen as it becomes slippery with leaves. CF to request that Eddie Reeves takes up the request to get a sweeper in the village.

Potholes - Graham Porcas has not been given the material to fill the holes and therefore the team are unable to fill the holes.

AF will chase Fix my Street. County Council will not maintain pavements. RP asked if the PC would take on responsibility for getting volunteers to sweep pavements, **PD volunteered to head up a group to clear pavements.**

RP also commented on his email to the PC regarding village hall S106 requests.(covered under agenda item 11)

Matt Watson was attending the meeting with a view to being co-opted as councillor.

05.23.05 Clerk's Report and Actions from previous meeting

NO	ACTION	To be Actioned by :	Update
Jan23.02	ALJ to further research card reader for the playground/toilet	ALJ	On-going
Apr23.01	RM will write to the playground steward regarding his T&C's. RM to check prices of bark he had previously obtained and ensure the bark is of correct quality/grade.	RM RM	completed
Aapr23.02	Village hall walls - RM will respond to Margaret B requesting clarity on what will be achieved by re-cementing the walls.	RM	Completed. Response received from VHMC

Apr23.03	Planning - ML to advise CDC Enforcement about the work being carried out at the Old Poultry Farm	ML	Completed
	ML had drafted notice regarding the sale of the land behind the war memorial. Not all councillors had responded or approved and therefore no action had been taken. All agreed to be put on SAL/website/Facebook		

Richard MacAndrew's resignation as councillor and Chair had been reluctantly received. Richard was thanked for his chairmanship of the PC for the last 5 years and was presented with a gift. Richard will continue to help out with various projects in the village.

05.23.07 Co-option of councillor

There are 2 vacancies. Matt Watson was attending the meeting with a view to joining as a councillor. CF to send info to him

05.23.08 Reports from OCC/CDC

Cllr Arash Fatemian (OCC) commented that he very much enjoyed the Coronation event. The £3500 community fund grant payment has been approved and has been received (for the gravel path by the village hall) Discussions are on going regarding Warriner & Marlborough school bus service. The signpost to Steeple Aston on A4260 has been hit by a lorry and is pointing to the hedge - AF will get it fixed.

CDC have currently no leadership following the elections and is being run by the Chief Executive.

Cllr Eddie Reeves had submitted a written report which had been circulated prior to the meeting.

05.23.09 Highways,footpaths/grasscutting

Richard MacAndrew is continuing to work with Dave Catling regarding an additional SID. Text has been written for insertion in SAL/Website following an email from Graham Porcas explaining the problems with potholes.

05.23.10 Play Area/Teenage Facilities

Richard MacAndrew will chase ideverde for repairing the basket swing., Bark is required. PD had got quote from Nicholsons - not play grade Richard Preston said to use rubber.and offered to share contact details of bark supplier. **PD to contact RP for information** ML said that S106 money for the playground is available to be drawn down, ALJ suggested setting up a sub-committee to prioritize spending - **ML to lead and set up a meeting.**

05.23.11 Village Hall

Richard Preston had sent details of quotes received for upgrading the lighting in the VH. Preferred quote is from Adderbury Electrical. Also required is a safety ladder for which quotes have been obtained. Also required is improved sound PA system and internet connection. All these things are required to be able to more effectively market the hall, thereby increasing revenue. The lighting is the priority. To be discussed at the meeting ML will set up.

The gravel path - **ML to speak to Gordon Hill (Witney)** grant funding of £3500 has been received but will not be enough for the whole project.

Committee Room walls - Richard Preston will get a contractor to remove a layer of brick from the walls and replace and cover with good quality concrete. The contractor will also be asked to deal with repairs to the S&R pointing

05.23.12 Sport & Rec

S106 spending is being worked on. CF to contact Chair of SART suggesting they gather quotes. S&R pointing to brickwork needs attention.

05.23.13 Toilet

A quote had been received for the maintenance contract on the door, but is very expensive and more than the value of the door, so it was decided not to proceed.

05.23.14 Website/Facebook

No update

05.23.15 Coronation

The figures balance and thanks to Helen and Josie for organizing it and all agreed that despite the weather it was a very successful day. **ALJ will send letter of thanks to Helen and Josie.**

05.23.16 Correspondence

No correspondence had been received which had not been dealt with elsewhere

05.23.17 Environment & Sustainability Committee

No update

05.23.18 Planning Applications

22/03877/F Hatch End - erection of 3 additional industrial buildings (Class E) at the back of the site. Reduction of car parking from 28 to 14 because OCC have ruled guiding planning applications to have less planning applications than previously, Footpath has been rejected and proposed to build footpath with the site to join up with The Beeches footpath. These changes will result in the PC objecting to the amendments. ML will email people who attended previous public meetings and urge them to submit comments before the deadline of 2nd June. **CF to ask for extension of time.**

23/01140/F North Ridge, Paines Hill Extensions to rear and internal alterations to ground and first floor **NO OBJECTION**

23/01273/F The Beeches, Heyford Road Variation of condition 22/01613/REM **NO OBJECTION**

23/01314/TCA Fir Lane allotments Tree Safety Survey

Decisions

23/00621/LB Paynes Hill House, Paines Hill Secondary glazing to 2nd floor windows **APPROVED**

23/00173/ENF Hatch End Old Poultry Farm – Unauthorised erection of side extension - **no contravention, case closed**

05.23.19 Finance

The following accounts were approved for payment

Payee	Detail	Total Amount	VAT	paid
Shawn Hamilton	playground/toilet	576.00		
Nigel Prickett	grasscutting	390.00	65.00	
Cathy Fleet	Clk Sal May	366.22		
Cathy Fleet	clk expenses	9.99		
Robertsons of Risborough Noticeboard		1309.20	218.20	
BHIB	Insurance	3249.17		
Jenna B	printing	178.78		paid 3.5.23
JP Mobile Pizzeria	mobile pizza hire	492.00		paid 3.5.23
SART	hall hire	210.00		paid 3.5.23
SAVH	hall hire	150.00		paid 3.5.23
Severn C Products	souvenirs	1445.77	240.96	paid 3.5.23
Four Shires marquees	marquee hire	1721.71	286.71	paid 3.5.23
SAVA	coronation display	91.02	15.17	
Angharad Lloyd Jones	coronation expenses	136.14		
Graham Porcas	train insurance	91.47		
SAL	grant	500.00		
Baby & Toddler Group	grant	200.00		
PCC	grant	1326.00		
SAVA	grant	500.00		
FoHS	grant	50.00		
SART	grant	2500.00		

Coronation payments

The end of year accounts were approved and signed.

The Annual Governance and Accounting Statement were approved and signed.

Richard MacAndrew will be removed as a signatory on the Unity Bank Account.

Date of next meetings

3rd Monday of the month

19th June, 17th July, 18th September, 16th October, 20th November.

Other matters

The map by The Dickredge has now been reinstated in the new frame kindly donated by Rectory Homes.

Signed Date

ACTION LIST SUMMARY

No	Action	Owner	Update
	ML had drafted a notice regarding the sale of the land behind the war memorial. Not all councillors had responded or approved and therefore no action had been taken. All agreed for to be put on SAL/website/Facebook	ML	

May23.01	PD volunteered to head up a group to clear pavements.	PD	
May23.02	CF to send councilor information to Matt Watson	CF	
May23.03	ML to set up a meeting and lead on S106 spending	ML	
May23.04	PD to contact Richard Preston for details of bark supplier.	PD	
May23.05	ML to speak to Gordon Hill (Witney) regarding the gravel path	ML	
May23.06	CF to contact chair of SART suggesting they collect quotes for S106 spending	CF	completed
May23.05	ALJ will write letter of thanks for the Coronation party to Helen and Josie	ALJ	
May23.06	Planning – CF to ask for extension of time for the Hatch End application	CF	Completed