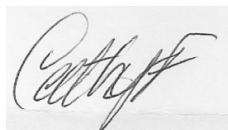


**Steeple Aston Parish Council**  
**18<sup>th</sup> September 2023 at 7.30pm in the Sport & Rec building**  
**Agenda & Summons to Councillors and Invitation to Members of the Public**

No	Detail	Time	Lead
1	To receive apologies for absence	7.30	Chair
2	<b>Declarations of Interest</b> - to receive any declarations of interest from Councillors relating to items on the agenda, in accordance with the Council's code of conduct.		All
3	<b>To receive and approve the minutes of the last meeting - 17<sup>th</sup> July 2023.</b>	7.35	Chair
4	<b>Public Participation</b> - to receive submissions from members of the public relating to items on the agenda, in accordance with the Council's code of conduct & standing orders. <b>Variation of Order of Business may apply</b>	7.40(5)	Chair
6	<b>Clerks report and actions from previous meeting (see attached)</b>	7.45(10)	Clerk
7	<b>Co-option of Councillor</b>	7.55(5)	Clerk/Chair
8	<b>Reports from CDC/OCC</b>	8.00(15)	Cllr Fatemian Cllr Eddie Reeves
9	<b>Highways/Footpaths</b> - to receive update ; to discuss the possible provision of more dog waste bins	8.15(10)	
10	<b>Sale of land behind war memorial</b> – to receive update	8.25(5)	Chair
11	<b>Allotments</b> - representation of the PC on their committee and extension of the Wincote license.	8.30(5)	
12	<b>Community Orchard</b> – representation of PC on their committee	8.35(5)	
13	<b>Play Area/Teenage facilities</b> – to discuss ROSPA report; to discuss toilet cleaning arrangements, to discuss playground inspections.	8.40(10)	
14	<b>Village Hall</b> - to receive update on building works	8.50(5)	Clerk
15	<b>MCNP site allocations for Steeple Aston</b> – to receive update on public meetings	8.55(10)	M Lipson
16	<b>Sport &amp; Rec</b> - to receive update	9.05(5)	
17	<b>Website/Facebook</b> - to receive update	9.15(5)	
18	<b>Correspondence</b> - to discuss correspondence not dealt with elsewhere • Community Transport Grant	9.20(5)	
19	<b>Environment &amp; Sustainability Committee</b> - to receive update	9.25(5)	
20	<b>Planning</b> To discuss recent applications/approvals/refusals	9.30(10)	
21	<b>Finance</b> To approve accounts for payment To receive quarterly report To note successful completion of audit To complete Unity Bank form for removal of Richard MacAndrew as signatory, addition of Matt Watson as signatory and change of address for Clerk	9.40(5)	RFO
22	<b>Date of next meetings</b> <b>3rd Monday of the month</b> <b>16<sup>th</sup> October, 10<sup>th</sup> November</b>		Clerk
	<b>Other matters:</b> to advise of items for next meeting or for information only		Clerk
	<b>Close</b>	10.00	



**Cathy Fleet** – Parish Clerk – 07989 398 838

Public & Press are invited to attend

SAPC Agenda September 2023

### ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :	Update
June23.01	<b>Highways, footpaths/grasscutting</b> PD will draft a note for SAL/website asking that residents volunteer to join a 'Best Kept Village' working party.	PD	On-going
July23.01	Cllr Fatemian to find out about Warriner school bus.	AF	
July23.02	CF to contact Gigaclear and find out their schedule of work.	CF	Completed and circulated to councillors
July23.03	<b>Land behind war memorial</b> - ML to discuss additional 'buy back' clause in contract with solicitor	ML	
July23.04	<b>Play area</b> - CF to ask Penny/Stewart Cummins to prune hedges etc in playground and to quote for hedge cutting in Pocket Park	CF	Completed – they are unable to undertake the work
July23.05	<b>Village Hall</b> - CF to request VHMC rep attends PC meetings ML to obtain updated quote for gravel path ALJ to update Margaret Bulleyment	CF ML ALJ	Completed – awaiting response Completed
July23.06	<b>Playground/Toilet steward</b> - ALJ to monitor and arrange meeting	ALJ	Completed. Playground Steward's contract has been terminated.
July23.07	<b>Trees overhanging pre-school</b> - ALJ to provide CF with pre-school contact. CF to obtain quotes for treework	ALJ CF	Completed Completed
	It was agreed to amend the bank mandate to remove Richard MacAndrew as a signatory and add Mat Watson with the document to be signed at the next meeting.		