

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 18th September 2023**

Present: Angharad Lloyd Jones (AL-J) [chair], Martin Lipson (ML), Stuart Ferguson (SF), Charlotte Clarke (CC), Peter Dammermann (PD), Mat Watson (MW)

Members of the public : Julia Whybrew

In attendance: Cathy Fleet (Clerk)

09.23.01 Apologies were received from Cllr Eddie Reeves, Cllr Arash Fatemian

09.23.02 Declarations of Interest : Mr. Lipson declared an interest in SAVA. Mr. Watson declared an interest in Item 15 as a landowner. It was agreed that Mr Watson should not be present for discussion about housing sites. MW asked if he could remain as a member of the public. He was told that as a parish councillor he is no longer a member of the public.

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

09.23.04 Public Participation : Cllr Fatemian had submitted his written report which had been circulated.

09.23.05 Clerk's Report and Actions from previous meeting

NO	ACTION	To be Actioned by	Update
June23.01	Highways,footpaths/grasscutting 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	Land behind war memorial - ML to discuss additional 'buy back' clause in contract with solicitor	ML	Agenda item 9
July23.04	Play area - 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 CF to clarify and ask for recommendations if so. PD to look at work required,
July23.05	Village Hall - CF to request VPMC rep attends PC meetings ML to obtain updated quote for gravel path ALJ to update Margaret Bulleyment	CF ML ALJ	Completed – awaiting response Completed. Gravel path being installed on

			Wednesday. Walls are completed.
July23.06	Playground/Toilet steward - ALJ to monitor and arrange meeting	ALJ	Completed. Playground Steward's contract has been terminated. Keys not returned , CF to contact Healthnatic re replacement door key.
July23.07	Trees overhanging pre-school - ALJ to provide CF with pre-school contact. CF to obtain quotes for treework	ALJ CF	Completed On-going
	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.		Agenda item 21

09.23.06 Co-Option of Councillor
Not required as an agenda item

09.23.07 Reports from OCC/CDC
Written report submitted by Cllr Fatemian circulated to all councillors.

05.22.08 Highways,footpaths/grasscutting
There are 9 bins throughout the village. Suggest additional bins at the end of the Tchure (Northside) and by the kissing gate at the end of The Beeches. Clerk to contact the dog warden for advice.
SID on Fenway is now powered by solar panel - thanks to Richard MacAndrew for arranging.

09.23.09 Sale of land behind War Memorial
The sale price has been agreed and the PC will contribute up to £500 legal fees. No response is being received from the solicitor - ML continues to chase. **ALJ to obtain paperwork for previous legal services used by the PC, Clerk to find alternative firm of solicitors.** There will be a restrictive covenant on use of the site – e.g. buildings and resale.

09.23.10 Allotments
The licence between Henry Squire and the Allotments Association needs to be renewed. A letter will suffice with no need for legal involvement, A representative from the PC no longer attends Allotments meetings. It was agreed that no representation is required but minutes of meetings should be provided. **ALJ to inform Allotments committee.**

09.23.11 Community Orchard
A representative from the PC no longer attends community orchard meetings. It was agreed that no representation is required but minutes of meetings should be provided . **ALJ to inform Community Orchard committee.** The Community Orchard are unable to open a bank account and are considering becoming a community action group. They will write a constitution referencing the PC and present to the PC as a draft.

09.23.13 Play Area/Teenage Facilities

Shawn Hamilton's contract as Playground Steward has been terminated due to poor performance, Despite every effort by the Clerk, he has failed to return the keys and supplies which were in his keeping.

The ROSPA report has been received, flagging up some minor issues. The basket swing still has not been replaced; the company is not responding to emails or phone calls. Playground Inspections checks are not being carried out.

ALJ will speak to someone in the village who may be interested in carrying out regular checks. Bark was spread by Tom Coker and helpers – thanks were expressed to him.

Toilet cleaning is currently being carried out by Penneys. There was discussion about the cost of the service they provide; suggestions included having a QR code for donation. To be discussed at the precept meeting. A new sink and support and plumbing has been put in the toilet

09.23.14 Village Hall

Repairs have been carried out to brickwork and walls to the committee room. The gravel path will be replaced on 20th September.

09.23.15 MCNP site allocations for Steeple Aston

There were 75 attendees at the second public meeting held recently, 6 attendees were from outside the village (Kirtlington) There were 2 developers from Kirtlington who attended incognito Good discussion was had by members of the public and owners of the proposed sites. CDC's Local Plan launched in January allocated 46 houses for SA and 47 for Kirtlington – this plan was withdrawn and the allocation of numbers for villages has been removed, Figures are unknown and it is up to the villages to indicate what is best for each individual village. Recommendations from MCNP will be presented to the PC in October. In November public consultation by MCNP will take place.

09.23.16 Sport & Rec

No update was available, but the Race Night will take place next weekend

09.23.17 Website/Facebook

No meeting has taken place. New committee members are sought

09.23.18 Correspondence

Community Transport grant – up to £50K is available for community transport. To be sent to Environment committee for consideration. **Clerk to forward**

A letter had been received from an Life Education Wessex and Thames Valley, an organisation which will be providing a workshop at the school to promote healthy living to the children, requesting grant funding. It was agreed not to provide a grant. **Clerk to respond and suggest they contact Dr Radcliffe's Trust.**

09.23.19 Environment & Sustainability Committee

EV charging expression of interest has been completed.

09.23.20 Planning**Applications**

23/02306/F

Duckets House Paines Hill Steeple	Partial demolition of existing rear lobby and
Aston Bicester OX25 4SQ	erection of new extension

23/02132/DISC

Chancel Cottage Fir Lane Steeple	Discharge of Condition 5 (material samples)
Aston OX25 4SF	of 21/03592/F

23/01852/DISCLand To The South And Adj To
South Side Steeple AstonDischarge of condition 13 (landscaping
details) of 19/02948/F23/01940/FOakridge Cow Lane Steeple Aston
Bicester OX25 4SGDemolition of existing garden building.
Erection of replacement single storey
garden building home study, family gym and
hobby room, and garden store23/01851/NMALand To The South And Adj To
South Side Steeple AstonDecisions

23/01539/F

Sheildaig, Jubilee Close

APPROVED BY CDC

23/01560/F

Greenacre, Southside

APPROVED BY CDC

22/01557/F

Telephone exchange, Southside

APPROVED BY CDC

CDC Planning Enforcement had been contacted regarding Hatch End in August – no response has been received and building work is continuing. **ALJ to forward parishoner's complaint to Cllr Eddie Reeves.** No resolution has been made on Bladebone House and Enforcement are not pursuing this.

09.23.21 Finance – The following accounts were approved for payment

Payee	Detail	Total Amount	VAT	paid
PWLB	Loan	896.22		DD
Cathy Fleet	Clk Sal Aug	349.62		21/8/23
Viking Direct	office supplies	37.62	6.27	21/8/23
SAVH	Inv 274	25.00		
SAVH	Inv 249	6.00		
JRD Enterprise	dog poo bags	69.90	7.95	
Nigel Prickett	grasscutting	390.00	65.00	
Seldram supplies	toilet roll	103.13	17.19	
Cathy Fleet	Clk Sal Sept	349.62		
Mark Walker	VH/S&R building	1200.00		paid 4/9/23
Penneys	toilet cleaning	1134.00	189.00	
SAL23.09.448S	advert	15.00		
Nigel Prickett	grasscutting Inv 2022	390.00	65.00	
Moore	external audit	378.00		
Cathy Fleet	Clk expenses	9.99		
Playsafety	ROSPA report	278.40	46.40	
HMRC	PAYE	242.00		
Cathy Fleet	Clk Sal September	349.82		
JPW Plumbing	toilet basin repairs	576.00	96.00	

The quarterly report had been circulated and was signed off.

Completion of Audit was noted

Forms for the removal of Richard MacAndrew as a signatory, the addition of Mat Watson and the change of address of the Clerk were signed and will be sent to Unity Bank and CCLA

Date of next meetings**3rd Monday of the month**

16th October, 10th November

Provisional dates for 2024

Precept meeting TBC

15 Jan 2024

19 Feb

18 March

15 April

20 May
 17 June
 15 July
 16 September
 21 October
 8 November

Signed Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :	Update
Sept23.01	Dog bins - Clerk to contact the dog warden for advice.	CF	The dog warden (Chris Cundy) confirmed that an additional bin on the Northside end of The Tchure would be ideal but was unsure of other locations.
Sept23.02	Sale of Land - ALJ to obtain paperwork for old legal services used by the PC, Clerk to find alternative firm of solicitors	ALJ CF	
Sept23.03	Allotments - ALJ to inform committee that no PC representation is required at their meetings and agreement to licence extension.	ALJ	
Sept23.04	Community Orchard - ALJ to inform committee that no PC representation is required at their meetings.	ALJ	
Sept23.05	Playground Inspection checks - ALJ will speak to someone in the village who may be interested in carrying out regular checks	ALJ	
Sept23.06	Grant application - Clerk to respond to Life Education Wessex and Thames Valley and suggest they contact Dr Radcliffe's Trust.	CF	Completed
Sept23.07	Planning Enforcement at Hatch End - ALJ to forward parishoner's complaint to Cllr Eddie Reeves asking for his support	ALJ	
Sept23.08	Community Transport grant - Clerk to forward to Environment committee		
Sept23.09	Banking - Clerk to submit paperwork to Unity & CCLA Banks	CF	Completed