

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 19th February 2024**

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

Members of the public : Julia Whybrew

In attendance: Cathy Fleet (Clerk)

02.24.01 Apologies were received from Stuart Ferguson

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

02.24.03 Minutes of the last meeting held on 15th January 2024 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

02.24.04 Public Participation : There were no members of the public present. Julia Whybrew was speaking on behalf of Graham Porcas in relation to his request for the parish council to pay his train insurance. The parish council had refused his application for grant funding for the insurance because they are unable to provide grants to individual and it was felt that other village organisations would be better placed to assist with funding. It was suggested that he spoke to John White of the Sport & Rec about insurance cover.

02.24.05 Clerk's Report and Actions from previous meeting

NO	ACTION	Update	To be Actioned by :
Oct23.01	Waste bins – Clerk to order to be delivered to PD	In hand . PD will fit in January so bins with lids will be ordered then	CF to order
Nov23.01	White Lines on Southside - Clerk to respond to David Palmer indicating that lines will be going ahead after consultation with others.		CF to contact David Palmer*
Jan24.01	Petition – ALJ to write policy for review at the next meeting		ALJ Next meeting
Jan24.02	Pocket Park – all to consider refurbishment of Pocket Park for next meeting		All Agenda item
Jan24.03	Village Hall accident report – Clerk to respond to M Bulleyment suggesting better signage regarding exit buttons in the VH. ML will inspect external of VH to check for hazards.	Completed ML reported there is a trip hazard outside the village hall which also is clogged with leaves and prevents waste water draining.	CF

		at the site of where the accident occurred the bricks need removing. PD to investigate and possibly remove the bricks and inform VHMC	
Jan24.04	Almhouses Trustee - ALJ to request sight of the Almshouses Constitution.	Constitution has been received and will be filed on the gdrive	ALJ
Jan24.05	Blandford Flies - MW will forward Cllr Fatemian details of his contact in Bournemouth. ML will write an open letter to local GPs to find out the extent of the problem. MW to speak to his contact regarding using Cherwell as a testing area and costs involved	No response received	MW ML MW Agenda Item
Jan24.06	Planning - ML to follow up enforcement on Bladebone House	Awaiting outcome of Conservation Officer visit Complaint received from another neighbour regarding the latest changes at Bladebone House. ML forwarded to Enforcement who will be holding site meeting tomorrow.	ML

*Clerk to forward email from Dave Catlin to Nick Watson & Highways asking for action

02.24.06 Reports from OCC/CDC

02.24.07 Steeple Aston Futureplan

Following MCNP meeting ALJ felt that the needs of the village should be considered in addition to planning needs e.g. solar arrays providing energy for the community, the field on Paines Hill possibly being a village green, long term solution to Southside parking/bus movement e.g. alternative parking. Cemetery provision should also be considered. It was considered that it would be a sensible idea to have short, medium and long term plans and that major stakeholders, e.g. Environment committee, SART, VHMC, school, Church etc should be consulted and included. **ALJ will write a brief for approval which will be sent out to Stakeholders**

02.24.08 MCNP

The engagement meetings have been going well - 9 completed, final one tomorrow - around 250 attendees, Heyford Park want to set up their own neighbourhood plan and CDC have put the proposal out for consultation which

concludes early March. There was discussion as to whether SAPC should comment on the consultation. It was resolved that SAPC would submit a comment on the proposal to CDC. **ML to draft the response for approval by all councillors.**

An email from CDC regarding the Landscape Character Assessment had been circulated for consultation. This has already been done by MCNP and written up by a consultant. **ML to find out more and report back.**

MCNP are setting up a Community Land Trust as a long term project. This will, amongst other things, enable affordable housing to be created in perpetuity. A steering group has been set up and it is possible that the steering group will make an application to the PC for funds.

02.24.09 Highways,footpaths/grasscutting

- Weedspraying – 3 sprays per year
- Grass cutting – price increase accepted
- Nicholsons to be instructed to proceed with treework at the playground and Heyford Road.
- Spring Clean - CC to discuss with Carl Tomlinson – if the environment committee are unable to organise the litterpick then PD will
- Mirror outside the VH – MW has experimented with a mirror but positioning needs to be decided. No decision was made. There was also some discussion about remodelling the wall to improve visibility. It was agreed to not action immediately but to consider if and when the PC has to undertake any other stonework maintenance.

02.24.10 Allotments & Community Orchard

An extension has been requested for the hoarding licence around the allotments whilst building work is carried out at Wincote is required. Mr Squires has discussed with the Allotments committee and agreed suitable compensation. **ALJ to report to the Allotments Committee that the PC agree. .**

02.24.11 Blandford flies

Information from Bournemouth University has been received with a quote of between £4-6K with work commencing in April. A poll had been held on Facebook with 59 responses indicating that Blandford flies are a problem. **MW to send quote to Cllr Arash Fatemian with a view to obtaining Councillor Priority funding. MW to contact Cherwell Environmental Health officer to discuss.**

02.24.12 Play Area/Teenage Facilities

The zip wire has been reported as broken. This has been investigated and although not dangerous requires repairing. Clerk to look at old invoice from Ideverde to see what work has previously been carried out on the zip wire and report back.

The playground needs some tidying up - **CC to ask Tom from Nizewell Head if he would be interested.**

Pocket park – there is some funding available from the proceeds of sale of the land behind the war memorial as well as S106 funding which could be used for

refurbishment of Pocket Park. **CC to speak to residents of Nizewell Head seeking their views on what is required.**

02.24.13 Village Hall

A request has been made for Hedge cutting around the village hall, which will be included in the work to be carried out by Nicholsons. **Clerk to respond to secretary of VHMC**

02.24.14 Sport & Rec

No update

02.24.15 Toilet

No update

02.24.16 Website/Facebook

The website committee are looking for more members.

02.24.17 Correspondence

The sale of the land behind the war memorial has been concluded. The purchasers have requested that a hazel hurdle could be put in place whilst saplings are planted - **ALJ to respond asking how long it will be in place**

02.24.18 Environment & Sustainability Committee

Meeting tomorrow

02.24.19 Petition Policy

This item was deferred to the next meeting.

02.24.19 Planning – the following planning documents had been circulated and discussed:

<u>24/00260/CLUP</u>	14 Lawrence Fields Steeple Aston Bicester OX25 4SX	Certificate of Lawfulness Proposed - Bi-fold doors, external sliding doors and skylights, including internal alterations and all associated works.	09/02/2024
<u>24/00374/F</u>	The Beeches Heyford Road Steeple Aston Bicester OX25 4SN	Refurbishments, extensions & alterations to the existing dwelling, including new & replacement single storey rear extensions, proposed two-storey side extension to replace existing swimming pool wing, and proposed first floor front gable extension and enlarged dormer windows, along with a proposed replacement garage building and associated landscaping. NO COMMENT	09/02/2024
<u>24/00346/F</u>	14 Lawrence Fields Steeple Aston Bicester OX25 4SX	Conversion of garage to habitable accommodation, addition of dormers and erection of side extension to incorporate staircase including internal alterations and all associated works. COMMENT – re sleeping accommodation not over garage and incorrect Fire Regs. Clerk to submit	08/02/2024

**DECISIONS
23/03095/F**

The Nook, Cow Lane

APPROVED

SAPC Minutes February 2024

02.24.20 Finance – the following accounts were approved for payment:

Payee paid	Detail	Total Amount	VAT
Community Heartbeat	VETS	120.00	20.00
SART	Hall Hire	110.00	
John White	Ladder (S106)	566.95	94.49
Cathy Fleet	Clk sal Feb	391.69	
Penneys	toilet cleaning	2822.40	470.00
SAVA	Room hire	10.00	
Community First	membership	55.00	
Cathy Fleet	Clk expenses	9.99	
SART	Hall hire	20.00	

The preschool had applied for a grant and the PC had requested sight of detailed accounts. These have been provided and it was agreed to provide grant funding up to £2K. . **ALJ to notify preschool.**

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

18 March, 15 April, 20 May, 17 June, 15 July, 16 September, 21 October
18 November

Dates of AMPC & APM TBC**Other matters**

Signed Date

ACTION LIST SUMMARY

NO	ACTION	To be auctioned by	Update
Oct23.01	Waste bins – Clerk to order to be delivered to PD	CF	Bins ordered
Nov23.01	White Lines on Southside - Clerk to forward Dave Catling's email to Nick Watson/Highways enquiries	CF	completed
Jan24.03	Village Hall accident report –ML will inspect external of VH to check for hazards.	PD	ML reported there is a trip hazard outside the village hall which also is clogged with leaves and prevents waste water draining

			at the site of where the accident occurred. The bricks need removing. PD to investigate and possibly remove the bricks and inform VHMC
Feb24.01	SA Futureplan - ALJ will write a brief for approval which will be sent out to Stakeholders	ALJ	
Feb24.02	Heyford Park application to create Neighbourhood Plan - ML to draft the response for approval by all councillors.	ML	
Feb24.03	Blandford flies - MW to send quote to Cllr Arash Fatemian with a view to obtaining Councillor Priority funding.	MW	Completed
Feb24.04	Playground/Heyford Road treework - Clerk to instruct Nicholsons	CF	Completed
Feb24.05	Land behind war memorial - ALJ to ask the purchasers how long the proposed hazel hurdle will be in place	ALJ	Completed
Feb24.06	Planning – Clerk to submit comment re 14 Lawrence Fields	CF	Completed
Feb24.07	Playground - CC to ask Tom from Nizewell Head if he would be interested in tidying/gardening in the playground CC to speak to residents of Nizewell Head seeking their views on what playground equipment is required	CC CC	
Feb24.08	Finance – ALJ to notify preschool of grant funding decision.	ALJ	