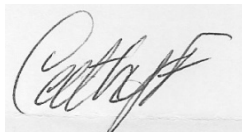


Annual Meeting of Steeple Aston Parish Council
19th May 2025 at 8.00pm in the Sport & Rec building
Agenda & Summons to Councillors and Invitation to Members of the Public

No	Detail	Time	Lead
1	To elect a Chair for the forthcoming year , new Chair to sign Declaration of Acceptance	8.00	
2	To elect a Vice Chair for the forthcoming year, new Vice Chair to sign Declaration of Acceptance		
3	To appoint a RFO for the forthcoming year		
4	To elect en bloc members of the website committee for the forthcoming year		
5	Councillors to update Dols if necessary		
6	To receive apologies for absence		Chair
7	Declarations of Interest- to receive any declarations of interest from Councillors relating to items on the agenda, in accordance with the Council's code of conduct.		All
8	To receive and approve the minutes of the last meeting – 28th April 2025	8.10(5)	Chair
9	Public Participation- 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. Variation of Order of Business may apply	8.15(5)	Chair
10	Clerks report and actions from previous meeting (see attached)	8.20(5)	Clerk
11	Reports from CDC/OCC	8.30(5)	Cllr Gareth Epps
12	Finance <ul style="list-style-type: none"> To approve monthly accounts for payment To receive the annual internal audit report To approve the end of year bank reconciliation To approve and sign the Annual Governance Statement To approve and sign the Accounting Statement 24/25 	8.35(5)	RFO
13	Play Area/Teenage facilities – to receive update	8.40(5)	
14	Blandford Fly project – to receive update	8.50(5)	GE/MW
15	Highways/Footpaths	8.55(5)	All
16	Emergency Plan – to discuss updating of the Plan	9.00(10)	ML
17	Community Land Trust – to receive update	9.10(5)	
17	Buildings <ul style="list-style-type: none"> Village Hall - report of hornets around the VH S&R 	9.15(5)	
18	Correspondence	9.20(5)	Clerk
19	Committee Reports (Environment, Website, SART, VHMC)	9.25(5)	All
20	Planning To discuss recent applications/approvals/refusals	9.30(5)	All
21	Website	9.35(5)	
22	Date of next meetings 3rd Monday of the month Dates for 2025 30 th June, 21 st July, 15 th Sept, 20 th Oct, 17 th Nov	9.40(5)	Clerk
	Other matters: to advise of items for next meeting or for information only		Clerk
	Close	9.40	

Cathy Fleet – Parish Clerk – 07989 398 838

Public & Press are invited to attend



ACTION SUMMARY FROM LAST MEETING

Sept24.06	ML to arrange repairs to table tennis table. Repairs have been attempted but wood filler will not set in the current weather conditions.	ML	Pending until next summer
Nov24.04	PD to replace South Side bus shelter bin with larger bin	PD	Outstanding. PD to find out if the bin he has is bigger than the existing bin and report back.
Jan25.03	Highways - GE to get shed key back from Barbara Brewer	GE	Outstanding
March25.04	Village hall - ALJ to ask GE to trim the vegetation asap ML to look at the missing end stop on the guttering	ALJ ML	On hold until September The stop end is missing but there is no evidence of water out going. To be monitored
March25.05	CP to identify a surveyor to carry out surveys on the VH and SART roof	CP	Outstanding
April25.01	Highways – Clerk to respond to email regarding trees on Heyford Road Clerk to respond to email regarding dangerous footpath near Red Lion MW to survey overhanging trees and hedges throughout the village and report back.	CF CF	Completed Completed
April25.02	Emergency Plan - CP to send updates to ML. CF to check phone numbers etc still apply ML to ask ALJ re lead role.	CP CF ML	completed
April25.03	SART - . ML to write to chairs of VH and SART suggesting that part payment could be a solution for payment for dealing with future blockages	ML	Completed
Apri25.04	Clerk to write to chairs of village groups inviting them to the APM	CF	Completed
April25.05	RFO to provide spending projection for next 3 months and recommend sum to e transferred to savings account	CF	Completed