

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 28th April 2025**

Present: Martin Lipson (ML), [Acting Chair], Charlotte Powell (CP), Peter Dammerman (PD), Mat Watson (MW)

Members of the public: There were 2 members of the public present

In attendance: Cathy Fleet (Clerk)

04.25.01 Apologies

Apologies had been received from, Greg Elphick, Angharad Lloyd Jones , Cllr Arash Fatemian

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

04.25.03 Minutes of the last meeting held on 17th March 2025 were checked for accuracy and content and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

04.25.04 Public Participation :

Gareth Epps Lib Dem candidate for Deddington
Helen Oldfield is the chair of Deddington PC and is standing as labour candidate for Deddington and was attending to observe, and is interested in the progress on the playground,

04.25.05 Clerk's Report and Actions from previous 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
March25.01	Drains: ML to investigate the terms of the lease as to whose responsibility the drains are for future reference	ML	There are 2 documents related to this which ML has found, The Licence to Occupy is being phased out to be replaced by the new Lease. The Licence to Occupy implies that the tenant is not responsible for the drainage. The new lease says that the tenant has a responsibility not to use items which may cause harm to the system. ML

			suggested that any future costs relating to drain clearance should be split 50/50 between the PC and SART and/or VH. ML to discuss with John White and Barbara Brewer.
March25.02	Blocked drain on Water Lane - ALJ to chase Kat Gash . Clerk to respond to letter writer	ALJ CF	Completed
March25.03	Cllr Fatemian will investigate the large pothole on the North Aston/Middle Aston road	AF	Cllr Fatemian's report covered this and he has dealt with it.
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
March25.06	Clerk to respond to letter re dangerous footpath near Red Lion asking for precise location	CF	Completed. Photo had been received showing area of concern. Not considered to be a problem requiring attention, Clerk to respond to writer.
March25.07	Chair to respond to email regarding building in the village	ALJ	Completed – no response received
March25.08	Wincote building - ML will find the original application and investigate ALJ will respond again to the writer	ML ALJ	Completed – no response received
March25.09	Emergency Plan – Amended draft to be circulated before April meeting.	ML	Agenda Item

04.25.06 Reports from OCC/CDC

Written reports had been received from both the District and County councillors and circulated ahead of the meeting

04.25.07 Finance

- The monthly accounts schedule was approved and will be authorized by PD and ML

Payee	Detail/Inv No	Total Amount	VAT	paid
HRJ Foreman Laws	sub-lease legal fees	2400.00		27/03
John White	S106 reimbursement	347.74		57.96
CDC	20022323 dog bins	66.92		11.15
M Lipson	reimbursement			
	VH Fence repair	26.38		
Cathy Fleet	Clk Sal April	420.14		
TP Jones	1950	62.40		10.40
Penneys	22464	1443.60		240.60

MCNP	subs	869.00
SA Community Orchard	S137 grant	350.00
SA PCC	S137 grant	1475.00
SAL	S137 grant	550.00
SA Baby & Toddlers	S137 grant	300.00
SAVA	S137 grant	500.00
SART	S137 grant	1500.00
SA Preschool	S137 grant	1000.00
SA WI	S137 grant	100.00
Cathy Fleet	reimbursement for VH bin stickers	98.00

The bank reconciliation was received and approved.

It was suggested that some funds are transferred to the Savings account to earn interest and the RFO will provide a spending projection for the next 3 months taking into account the amount which will need to be spent on the playground before receipt of S106 monies and recommend an amount to be transferred to the savings account.

04.25.08 Play area/Teenage facilities

ALJ had provided the following update on the playground refurbishment:

i) Comms Progress

- Article will be going in SAL June Issue with a copy deadline of 14th May.
- FB post will be co-ordinated
- Signage around playground only to be erected once we have a better idea of dates and how project phases may run i.e. which sections will be out of action when.

ii) Project Progress

- PO supplied to Kompan which has enabled them to start the ordering process.
- Awaiting pre-start meeting date once Kompan have appointed the contractor. This meeting will layout the project management and schedule. Our account manager has suggested it may be sooner than 8 weeks so we may be able to start in mid June.
- Frustratingly The Children's Playground Co. have opted out of the process for the hoggin path construction. Kompan have been given the criteria and asked if they can be competitive (tbc). Once this is received this will be supplied to the PC. If they are not competitive I suggest we look for quotes from local landscapers

04.25.08 Blandford Fly project

Blandford flies are now present in the village and many people have been bitten. There is currently a delay on the programme and the lead councillors are busy drumming up support and raising awareness for the public and contacting other parish councils to assist with financial support.

04.25.09 Highways/footpaths

An email had been received from a resident complaining about trees on Heyford Road. MW will investigate trees and hedges throughout the village which may be causing a problem and report back. **Clerk to respond to correspondent**

04.25.10 Emergency Plan

ML has updated the plan and this had been circulated prior to the meeting, The problem in the event of e.g. a power outage is lack of communication, which has

been addressed in the updated documents. **CP to send updates to ML. CF to check phone numbers etc still apply.** ML to ask ALJ if she will be coordinator for the phone 'tree'. Additional emergency scenarios were suggested.

04.25.12 Buildings

- **Village hall**
 - Brown bin stickers have been ordered and paid for
- **SART**
 - The recent drain blockage outside the SART was found to have been caused partly by tree roots and partly by blue paper towels and toilet paper coming from the SART building. **ML to write to chairs of VH and SART suggesting that part payment could be a solution for payment for dealing with future blockages.**

04.25.13 Correspondence

- Footpath by Red Lion – clerk to respond
- Trees on Heyford Road – clerk to respond
- Lawnmowing at anti social times – has been dealt with

04.25.14 Committee Reports

The only committee report was the website minutes which had been circulated ahead of the meeting.

04.25.15 Planning –The following planning documents had been received:

<u>25/00927/F</u>	The Nook Cow Lane Steeple Aston OX25 4SG	Variation of Conditions 2 (plans) and 3 (sample materials) of 23/03095/F - Condition 2 to be varied as the design of the outbuilding has changed and the overall footprint has been reduced, condition 3 sample material details have been provided NO OBJECTION
<u>25/00871/F</u>	Chancel Cottage Fir Lane Steeple Aston OX25 4SF	Erection of a standalone free standing EV charge point affixed to a pole NO OBJECTION
<u>25/00620/F</u>	The Coach House South Side Steeple Aston Oxfordshire OX25 4RY	Single storey front extension NO OBJECTION
<u>25/00301/Q56</u>	Brasenose Cottage Fenway Steeple Aston OX25 4SS	Prior approval application for Change of Use of agricultural barn to single dwellinghouse NO OBJECTION
<u>25/00173/F</u>	Cowslip Cottage Cow Lane Steeple Aston Oxfordshire OX25 4SG	Two storey rear extension. New garden outbuilding consisting of greenhouse and shed. NO OBJECTION

04.25.16 Website

The minutes of the latest meeting had been circulated prior to the meeting,

Other matters

Notices had been put up along Fenway complaining about the proposal for development

Copies of the revised Neighbourhood Plan were available for councillors

Clerk to ask chairs of all groups to attend the APM

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

Dates for 2025

19th May, 30th June (please note change of date), 21st July, 15th Sept, 20th Oct,

17th Nov

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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	
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
Apr25.04	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	
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