

**Minutes of the Meeting of Steeple Aston Parish Council held on  
Monday 30<sup>th</sup> June 2025**

**Present:** Martin Lipson (ML), [Acting Chair], Peter Dammerman (PD), Greg Elphick (GEL)

**County & District Councillors :** Cllr David Rogers (CDC)

**Members of the public:** There was 1 member of the public present representing SAL

**In attendance:** Cathy Fleet (Clerk)

**06.25.01 Apologies**

Apologies had been received from Angharad Lloyd Jones, Mat Watson and Gareth Epps

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

**06.25.03 Minutes of the last meeting** held on 19<sup>th</sup> May 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, with minor amendments regarding attendees,

**06.25.04 Public Participation:**

There were no members of the public present

**06.25.05 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 summer
Nov24.04	PD to replace South Side bus shelter bin with larger bin	PD	. The extra bin will be put on the telegraph pole near Bradshaw Close, and fullness of the existing bin will be monitored. Bin installed and emptied <b>Action closed</b>
Jan25.03	<b>Highways</b> - GE to get shed key back from Barbara Brewer	GE	. Completed. Clerk will hold keys <b>Action closed</b>
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 <b>Action closed</b>
March25.05	CP to identify a surveyor to carry out surveys on the VH and SART roof	CP	Outstanding. Carter Jonas will be expensive. Internal and External drone surveys would also be expensive.

			<b>Quotes to be obtained by CP</b>
April25.01	<b>MW to survey overhanging trees and hedges throughout the village and report back.</b>		Completed. Hedge by The Dickredge trees – PC responsibility, Nizewell hedge over footpath – privately owned . Letter to be circulated by clerk to councillors. Shepherds Hill/Coneygar - PC responsibility will be trimmed in September by PC. <b>MW to circulate photos of areas requiring attention</b> <b>Clerk to get quotes for Shepherds Hill/Coneygar</b>
May25.01	<b>Clerk to send RoI forms to all councillors for completion.</b>	CF	Completed – awaiting responses <b>Action closed</b>
May25.,02	ALJ to draft response to Helen White regarding her comments on the audit report about toilet cleaning costs	ALJ	Outstanding
May25.03	<b>Blandford Fly project</b> - MW to send copy of reports from BUG to Cllrs Epps and Rogers	MW	Agenda item
May25.04	Emergency Plan - ML will contact OCC to find out how statutory undertakers contacting the village will work.	ML	Agenda item
May25.05	Baby changing unit in toilet – GEL will check the condition tomorrow	GEL	Agenda item
May25.06	Puy du Fou - Clerk to respond to letter regarding coalition of parishes.	CF	Completed <b>Action closed</b>
May25.07	CP to check with James Lewin regarding the process of transferring to gov.uk	CP	Outstanding

## 06.25.06 Reports from OCC/CDC

Cllr Rogers had submitted a written report and reported:

- Local plan is going to executive tomorrow night with the intention of getting it through and to full council on 21st July and to Inspectors by Christmas, so it may be implemented mid 2026.
- ICB responses to primary care. The responses are disappointing and appear to have missed the housing target and ICB think it is the responsibility of the planning authority to work out where the provision comes from. Cllr Rogers is pursuing the matter and will report back in due course.

- Neighbourhood planning funding has been withdrawn by Government.. ML said that all the financial support for MCNP has been used and some funding remains for consultants' fees, Other neighbourhood plans may not be able to proceed without fund raising.

Cllr Epps had submitted a written report and offered his apologies for this meeting,

#### 06.25.07 Finance

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

Payee	Detail/Inv No	Total Amount	VAT	paid
Nigel Prickett	2519	438.00	73.00	
Cathy Fleet	Clk Sal June	420.14		
HMRC	PAYE	329.39		
Seldram Supplies	228226	103.13	17.19	
Greg Elphick	reimbursement	87.21		
Penneys	22925	984.00	164.00	
Cathy Fleet	clk expenses	<u>13.99</u>		
		2375.86		

#### 06.25.08 Play area/Teenage facilities

- ALJ had updated on the playground refurbishment and is in discussions with the contractor. The cost of the sleepers for the fencing has increased and negotiations are ongoing regarding the price increase which has caused a delay on the start date.
- Playground inspections have been carried out annually by Playsafety since 2010 and ALJ had asked the Clerk to obtain a quote from The Playground inspection Company for comparison. Playsafety charge £242 if the inspection is carried out in July (£505 at other times) and The Playground Inspection Company's charge would be £395. It was agreed to remain with Playsafety . **Clerk to confirm to Playsafety that SAPC playground inspections will resume in July 2026.**

#### 06.25.09 Toilet

Replacement of Baby Change Unit - **GEL to investigate and report back,**

#### 06.25.10 4 Paines Hill

A report had been received that the back wall of the house is collapsing and may collapse into the neighbouring garden. ML has spoken to CDC Enforcement and was passed on to Building Control whose responsibility it is but has had no response. **ML will continue to chase and report back.**

#### 06.25.11 Blandford Fly project

GEL has been canvassing regarding the questionnaire and has obtained 26 names on 1 session. Out of those 26, 8 people reported having been bitten. The whole village will be covered by GEL and MW in due course. GEL is in contact with scientists from BUG to progress the matter.

#### 06.25.12 Highways/footpaths

- Consultation by CDC regarding turning street lights off – ML has informed Jenny Bell for the website to raise awareness.

- Report of overgrown tree next to the war memorial – the tree is not the responsibility of the neighbour or the parish council. It is thought this tree is owned by OCC. **Clerk to write to OCC (Kat Gash) to seek clarification.**

#### 06.25.13 **Emergency Plan**

ML had written to Emergency Planning Officer regarding the procedure for informing villages of procedures for assistance. In the event of a power cut, telephones wont work, especially when phone lines move to digital. SSE have advised that individuals need to register as 'vulnerable person' and will be treated as priority in an emergency,

**ML will contact SSE and inform them that the PC wishes to be on their notification list in the event of an emergency,**

#### 06.25.14 **Buildings**

- **Village hall**  
Nothing to report
- **SART**  
S106 money is shortly to be spent on the kitchen and Robinsons Close.

#### 06.25.15 **Correspondence**

Letter regarding potential danger in the playground – has been inspected by ALJ and GEL and response sent to the writer.

#### 06.25.16 **Committee Reports**

No reports were available.

#### 06.25.17 **Planning –The following planning documents had been received:**

<a href="#"><u>25/01577/F</u></a>	Acacia Cottage South Side Steeple Aston Bicester OX25 4RT	Removal of bay window, erection of single storey rear and side extension	16/06/2025	Under Consultation
<a href="#"><u>25/01578/LB</u></a>	Acacia Cottage South Side Steeple Aston Bicester OX25 4RT	Removal of bay window, erection of single storey rear and side extension	16/06/2025	Under Consultation
<a href="#"><u>25/01516/TCA</u></a>	The Rise South Side Steeple Aston Oxfordshire OX25 4RU	T1 Cherry, fell to ground level. T2 Rowan, diseased, fell to ground level. T3/4 Holm oak, fell to ground level. G1 Laurel, Reduce in height by 2 meter to form even plane. Cut back face over Jubilee Close by 1meter. G2 Mixed garden species, surrounding garage, fell to ground level. G3 Mixed garden species, surrounding office, fell to ground level. G4 Mixed		

garden species, surrounding  
neighbours garage, fell to  
ground level.

#### Decisions

APP/C3105/Y/24/3355671  
25/00620/F

APPEAL Fir Cottage, Fir Lane  
The Coach House, South Side

APPEAL ALLOWED  
APPROVED BY CDC

**06.25.18 Website –** Clerk to chase CP regarding outstanding action.

**06.25.19 Date of next meetings**  
**3rd Monday of the month**  
Dates for 2025  
21<sup>st</sup> July, 15<sup>th</sup> Sept, 20<sup>th</sup> Oct, 17<sup>th</sup> Nov

#### ACTION LIST SUMMARY

No	Action	Owner	Update
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 summer
March25.05	CP to identify a surveyor to carry out surveys on the VH and SART roof	CP	Outstanding. <b>Quotes to be obtained by CP</b> <b>Clerk to chase CP – email sent 1/7/25</b>
May25.,02	ALJ to draft response to Helen White regarding her comments on the audit report about toilet cleaning costs	ALJ	Outstanding
May25.03	<b>Blandford Fly project</b> - MW to send copy of reports from BUG to Cllrs Epps and Rogers	MW	Outstanding
May25.07	CP to check with James Lewin regarding the process of transferring to gov.uk	CP	Outstanding <b>Clerk to Chase CP – email sent 1/7/25</b>
June25.01	<b>Playground</b> - Clerk to confirm to Playsafety that SAPC playground inspections will resume in July 2026.	CF	Completed. Email sent 1/7/25
June25.02	<b>Toilet –</b> GEL to investigate costs and designs of baby changing units and report back.	GEL	
June25.03	<b>4 Paines Hill –</b> ML will continue to chase Building Control	ML	
June25.04	<b>Overgrown tree by War Memorial –</b> Clerk to write to Kat Gash (OCC)	CF	Completed. Email sent 1/7/25
June25.05	<b>Emergency Plan</b> - ML will contact SSE and inform them that the PC wishes to be on their notification list in the event of an emergency,	ML	