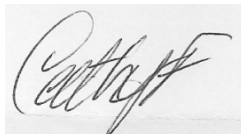


Meeting of Steeple Aston Parish Council
20th October 2025 at 7.30pm in the Sport & Rec building
Agenda & Summons to Councillors and Invitation to Members of the Public

No	Detail	Time	Lead
1	To receive apologies for absence		Chair
2	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
3	To receive and approve the minutes of the last meeting – 15th September 2025	8.10(5)	Chair
4	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
5	Clerks report and actions from previous meeting (see attached)	8.20(5)	Clerk
6	Reports from CDC/OCC	8.30(10)	Cllr Gareth Epps/Cllr David Rogers
7	Finance - To approve monthly accounts for payment - To receive the bank reconciliation	8.40(5)	RFO
8	Policies for food trucks at VH events and Banners on Railings - to approve	8.45(2)	
9	Play Area/Teenage facilities - to receive progress report on refurbishment - To discuss if more bark is required	8.47(5)	ALJ
10	Toilet – to receive update	8.52(5)	GEL/All
11	Highways/Footpaths To discuss parking on Northside	9.03(5)	All
12	MCNP - to receive update	9.08(5)	ML
13	Buildings - Village Hall - to discuss quotes received for external redecoration - Village Hall - to discuss quotes for vegetation maintenance - Proposal for advertising on VH railings - S&R	9.13(5)	
14	Correspondence	9.18(5)	Clerk
15	Committee Reports (Environment, Website, SART, VHMC)	9.23(5)	All
16	Planning To discuss recent applications/approvals/refusals To discuss Bucknell PC's request for SAPC to join the parish coalition	9.28(5)	All
17	Website – to discuss migration of website and email addresses to gov.uk	9.33(5)	
18	Date of next meetings 3rd Monday of the month Dates for 2025 17 th Nov Proposed dates for 2026 : 19 Jan, 16 Feb, 16 March, 20 April, 18 May, 15 June, 20 July, 21 Sept, 19 Oct, 16 Nov	9.38(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 LIST SUMMARY

No	Action	Owner	Update
July25.01	ALJ to speak to CP and see if she knows other surveyors to obtain quotes for surveys on the VH & SART roofs	ALJ	No update as yet
July25.02	Clerk to set up WhatsApp group for Emergency Plan	CF	Outstanding
	ALJ to write a report for SAL explaining the Emergency Plan process.	ALJ	Outstanding
Sept25.01	ALJ to write policy on Food Trucks parking in the VH carpark during events	ALJ	
Sept25.02	Playground - Clerk to speak to bark supplier regarding ordering 12 cubic metres and what discount may be available and obtain delivery dates. GEL to investigate and repair old water pump in playground	CF GEL	Completed
Sept25.03	Toilet - Clerk to obtain quotes for redecoration of toilet.	CF	
Sept25.04	Parking lines on Northside - ML to survey the area and report back. ALJ to respond to resident	ML	
		ALJ	
Sept25.05	Damage to raised pavement Northside/Water Lane - ML to check is repairs have been carried out	ML	
Sept25.06	ALJ will chase Kat Gash as no action seems to have been taken on various highways issues previously reported	ALJ	
Sept25.07	MCNP - Clerk to sign and return to MCNP the approval of submission form.	CF	Completed
Sept25.08	Village Hall - CP to ask a garden contractor if he will take on regular maintenance. Clerk to respond to VHMC asking for a suggested schedule of work.	CP	
		CF	Completed
Sept25.09	Advertising on VH railings - ALJ to respond to Vicky.	ALJ	
Sept25.10	Planning - ML to draft responses to the Puy du Fou and Heyford Park planning applications	ML	