

**Minutes of the Meeting of Steeple Aston Parish Council held on
Monday 17th November 2025**

Present: Angharad Lloyd Jones (ALJ) [Chair], Martin Lipson (ML), Greg Elphick (GEL), Mat Watson (MW)

County & District Councillors : D/Cllr David Rogers, C/Cllr Gareth Epps

Members of the public: There was 1 member of the public present

In attendance: Cathy Fleet (Clerk)

11.25.01 Apologies

Apologies had been received from Cllr Peter Dammermann

11.25.02 Declarations of Interest: Cllr Martin Lipson declared an interest in SAVA.

11.25.03 Minutes of the last meeting held on 20th October 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.

11.25.04 Public Participation:

There was 1 member of the public present; John Bentley to discuss the transport assumptions in the Heyford Park planning application, The SAL Representative was also present.

John Bentley (resident of Steeple Aston currently residing in Rousham) congratulated ML on his interview on the radio today. Since the closing of the official consultation period, there are now 750+ objections on the website to the proposal for 9000 additional houses at Heyford Park. He is wondering if each local village could register their concerns and submit them to the District Council and asked if Steeple Aston would submit concerns on specific items, eg. For Steeple Aston the main concern is increased traffic. JB is asking for a financial contribution to support the employment of professional consultants to professionally assess the traffic impact. Other areas of concern could include the visual impact from Middle Aston and the flooding issues in Caulcott. ML suggested that Steeple Aston is less affected by the proposals than other neighbouring villages and that MCNP is also working on behalf of the villages involved with the Plan but has no financial resources available for support. He suggested approaching the five PCs most affected by potential traffic.

Cllr Rogers said that on highways matters it is necessary to persuade the County Council to look at the application from the transport point of view. ML added that it is likely that the Minister will call in the planning application and it will be dealt with by the Planning Inspectorate who will weigh up all the factors and make a recommendation to the Secretary of State.

Cllr Epps suggested that he meets with John Bentley to discuss.

11.25.05 Clerk's Report and Actions from previous meeting

No	Action	Owner	Update
Oct25.01	Finance - Clerk to complete bank mandate forms to add GEL, MW and CP as signatories for signature at the next meeting	CF	Outstanding. Info not received from councillors
Oct25.02	Play area - Clerk to order a further 12 cubic metres of bark ALJ to further negotiate with Kompan re price of additional mulch	CF	Completed Action closed Ongoing

Oct25.03	Highways - Clerk to draft letter to residents of Northside regarding parking and possible white lines	CF	Outstanding
Oct25.04	Redecoration of village hall - Clerk to inform David Green that the PC would like him to proceed and ask him to lock in the rate of £6400.. Also ask him if he will be prepared to redecorate the toilet.	CF	Completed Spec for toilet sent to Tom at David Green. Awaiting quote Action closed
Oct25.05	Vegetation maintenance around village hall - CP to inform David	CP	Completed Action closed
Oct25.06	Clerk to arrange for wasps nest in village hall to be removed	CF	Vicky Clifton has no knowledge of a wasps nest in the VH. Action closed
Oct25.07	Correspondence - Clerk to respond to Ann Haymes Clerk to respond to Robin Tick	CF CF	Completed Action closed Completed Action closed
Oct25.08	CP to set up WhatsApp group for Planning Committee	CP	Completed Action closed
Oct25.09	Bucknell Coalition Group - Clerk to put ALJ in touch with Chris Wells,	CF	Completed Action closed

11.25.06**Reports from OCC/CDC****Cllr Epps reported:**

A written report had been submitted prior to the meeting.

- Budget shortfall of £35m over 3 years
- Bicester & Mid Cherwell Movement & Place Plan - document received - Cllr Epps is asking parishes for input to ensure that officers make the document relevant to all areas of the county.
- Devolution - asking for a combined mayoral authority

Cllr Rogers reported:

A written report had been submitted and circulated ahead of the meeting.

- Cllr Rogers spoke of the illegal flytipping at Kidlington, the risks involved, the costs likely and the possible involvement of TVP
- Local Government Reorganisation - moving towards devolution and preparation for a mayor
- Likely cuts to services which may affect parish councils

11.25.07**Finance**

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

Payee	Detail/Inv No	Total Amount	VAT	paid
Payee	Detail/Inv No	Total Amount	VAT	paid
Kompan	264357	£5115.08	852.51	
Kompan	264139	£35517.10	5919.51	
Cathy Fleet	Clk sal Nov	£432.9		
Penneys	23595	£949.20	158.20	
Complete Weed control	4689	£350.40	58.40	
Cathy Fleet	clk exp	£13.00		
SAVA	room hire	£10.00		
Nigel Prickett	grasscutting 2645	438.00	73.00	
SART	S137 grant (not paid in April)	1500.00		

AHS	Bark for playground	1282.80	213.80
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S106 invoices paid by SART to be reimbursed

Express Plumbing (S106)	1037	£764.00
NL Matthews (S106)	058787	£276.00
Various amounting to		46.00
		<u>£319.81</u>
		£1359.81

Kompan payments not to be paid

The invoices from Kompan have remained unpaid as the work is not completed

The Bank Reconciliation was received. RFO to review presentation of accounts to improve legibility.

11.25.08 Play area/Teenage facilities

Bark has been delivered and waiting to be spread
 Kompan - no response to email sent by ALJ
 ALJ speaking to Rico, who did the groundwork, to carry out maintenance

11.25.09 Toilet

A toilet redecoration brief has been sent to the contractor who will be redecorating the village hall.

11.25.10 Highways/footpaths

The drains in Water Lane have been cleared

11.25.11 MCNP

Nothing to report

11.25.12 Buildings

Surveyor quotes have been received - ALJ proposed instructing Philip Eades who quoted £800, uses a drone and can do before Christmas. All present were in agreement that ALJ should instruct Philip Eades. **ALJ to progress**

- **Village hall** - Water ingress in kitchen/boiler room
- **SART** - email from John White, SART, regarding damp in various places and rising damp and also leaking flat roofs

ML to discuss with John White and ALJ will find flat roof contractors

11.25.13 Correspondence

There was no correspondence which had not been dealt with elsewhere.

11.25.14 Committee Reports

No reports were available. **GEL to ask Carl Tomlinson for an update on Environment Committee meetings**

11.25.15 Planning

There were no new planning applications

The notes from the Planning Mitigation meeting had been circulated prior to the meeting.

There was discussion regarding the list of objectives and how to make the document public. Cllr Epps suggested that it could be included in the Bicester & Mid Cherwell

Movement & Place document. It was decided that a public meeting will be held in a workshop format 'what do we want our village to be like' in January 2026 to be decided. **Clerk to check when VH is available**

11.25.16 Dr Radcliffe's Trust

An email had been received from the Secretary of Dr Radcliffes regarding the re-election of the Trustees. All present were in agreement that Edward Dowler and Anna Thatcher should be re-elected as Trustees. . **Clerk to confirm to Secretary to the Trustees.**

11.25.17 Website

The minutes of the website committee had been circulated ahead of the meeting. The matter of migration to gov.uk was not discussed and no longer needs to be an agenda item.

11.25.18 Date of next meetings

3rd Monday of the month

Dates for 2026 :

Precept meeting - 8th January 8pm at Chancel Cottage, Fir Lane
19 Jan, 16 Feb, 16 March, 20 April, 18 May, 15 June, 20 July, 21 Sept, 19 Oct, 16 Nov

Other matters

ML reported that he attended the Parish Liaison Meeting and highlighted the following:

- Tony Brummell spoke of recent flooding and measures CDC can take
- Paul Seckington spoke on Planning matters including the Local Plan, Neighbourhood plan, how PCs should respond to planning applications and that parishes should come forward with proposals for items under S106 agreements.
- Helen Mack deals with S106 issues and is happy to attend PC meetings to advise.

Slides from the meeting will be sent out in due course.

Signed SAPC Chair Date

ACTION LIST SUMMARY

No	Action	Owner	Update
Oct25.03	Highways - Clerk to draft letter to residents of Northside regarding parking and possible white lines	CF	Outstanding
Oct25.02	ALJ to further negotiate with Kompan re price of additional mulch	ALJ	Ongoing
Nov.25.01	Buildings - ALJ to instruct Philip Eades to	ALJ	

	carry out survey of roofs		
Nov25.02	Damp in VH and SART - ML to discuss with John White and ALJ will find flat roof contractors	ML ALJ	
Nov25.03	GEL to ask Carl Tomlinson for an update on Environment Committee meetings	GEL	
Nov25.04	Clerk to check availability of VH for Workshop on 29/01/26	CF	Completed - hall unavailable.
Nov25.05	Re-election of Dr Radcliffes Trustees - . Clerk to confirm to Secretary to the Trustees.	CF	Completed Action closed