

**Minutes of the Meeting of Steeple Aston Parish Council held on
Monday 16th February 2026**

Present: Martin Lipson (ML) [Acting Chair], Greg Elphick (GEL), Mat Watson (MW)

County & District Councillors : D/Cllr David Rogers (DR), C/Cllr Gareth Epps (GE)

Members of the public: There were no members of the public present apart from the representative from SAL.

In attendance: Cathy Fleet (Clerk)

02.26.01 Apologies

Apologies had been received from Angharad Lloyd Jones

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

02.26.03 Minutes of the last meeting held on 19th January 2026 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.

02.26.04 Public Participation:

There were no members of the public present.

02.26.05 Clerk's Report and Actions from previous meeting

No	Action	Owner	Update
Nov25.03	GEL to ask Carl Tomlinson for an update on Environment Committee meetings	GEL	Meeting to be held on 27th January which GEL will attend. Action closed.
Jan26.01	Clerk to draft policy regarding external funding requests	CF	Outstanding
Jan26.02	Clerk to arrange for Helen Mack (CDC S106 team) to visit the Playground	CF	Completed. Helen Mack was complimentary about the playground and has linked ALJ with officers who may be able to assist with Pocket Park renovations.
Jan26.03	White Lines on Northside - ALJ to respond to residents explaining why the PC will proceed with installing white lines. to	ALJ	Outstanding
Jan26.04	Fix My Street Superuser - GEL to arrange meeting between GE and Graham Porcas	GEL	Completed . Graham Porcas had contacted GE
Jan26.05	Grange Park - ML to see if residents are interested in attending a meeting with Richard Preston	ML	Completed - Agenda Item
Jan26.06	GEL, ML, ALJ to arrange meeting to discuss schedule of works for VH and SART	GEL/ML/ALJ	Outstanding - zoom meeting to be arranged

Jan26.07	Website - The website and email addresses will move to gov.uk in 2026. ALJ to action	ALJ	On-going
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02.26.06

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

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

- GE is meeting OCC officers tomorrow to attempt to resolve some issues related to the state of the roads in terms of potholes etc.
- The County Council has settled its budget which includes extra funding for drainage. There are no major big cuts but there is a shortfall of £20m.
- The governments New Towns consultation is expected to be issued within a few weeks.
- Work has progressed on the Movement & Place Plan and there is now a lot of reference to the villages as well as the main towns. The document includes references to highways, footpaths, public transport etc

Cllr Rogers reported:

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

The hearings for the Local Plan commence tomorrow which Cllr Rogers will be attending.

02.26.07

Finance

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

Payee	Detail/Inv No	Total Amount	VAT	paid
Viking Direct	4410370420	47.76	7.96	
SART	SRC00888	15.00		
SAVH	587	17.00		
John Bentley	Transport Report	200.00		Not paid this month
(awaiting receipt of invoice and confirmation of bank details)				
Cathy Fleet	Clk Sal Feb	432.69		
HMRC	PAYE	115.52		
Greg Elphick	reimbursement	14.28		refreshments for Workshop 30/01/26
A. Lloyd Jones	Reimbursement	68.39		

- The Bank Reconciliation was received.
- To note that GE and MW are now signatories on the bank account.
- **CF to draft policy regarding external funding requests**

02.26.08

Meetings

Workshop on Village Improvements held on 30.01.26 - A spreadsheet had been circulated showing that the workshop was attended by 35 residents and various suggestions and ideas for improvements for the village were made. ML had written the below summary:

An excellent turnout of 35 people for the Parish Council's workshop on possible future improvements, held on 30th January, netted a total of 70 ideas, some of which were close matches for other ideas, so it was probably nearer to 60, including several sent in by villagers who couldn't make the meeting.

It was perhaps no surprise that the largest number related to transport and traffic, highways and footpaths (the same outcome as the 2015 consultation on the Mid-Cherwell Neighbourhood Plan- MCNP). The second largest group was for 'the environment'.

The top proposals per category were:

Transport

Bus route servicing North Side**New footpath linking school to Grain Store and on to Middle Aston****Traffic-easing measures and weight limits on HGVs through village and using Rousham Bridge****Improved pedestrian/ cycle access to Heyford Station.****Environment****Designated green space to protect village's character (although many of those present may not have been aware that the MCNP has already given protection to the Paines Hill 'green', the allotments and Robinson's Close).****Address wildlife displacement - wildlife corridors or a reserve/ country park****Increase tree planting - pockets and avenues****Infrastructure****Phone mast to improve reception****Address sewage issues****Sustainable energy initiative e.g. solar or wind****Health****New community health hub for SA at least two days a week****Improved health services - enlarge Deddington HC, or a full surgery at Heyford Park**

Over the coming months Parish councillors will discuss how to make these ideas become reality.

Meeting with Grange Park Residents

A meeting had been held with residents of Grange Park some of whom had received letters from developers offering to purchase their properties to provide access for a proposed development on the site previously identified. The landowner had been invited but was unable to attend. 41 people attended the meeting. Steps may be taken by residents to form a Residents Association.

02.26.09**Highways/footpaths****Fix my Street Superuser** - Graham Porcas is the Superuser for Fix My Street; he is currently away and this item will be rolled over to the next meeting.**Village gateway proposals** - Village Gates had been suggested as mitigation for traffic through the village and the speed at which they travel. There is S106 money held by OCC for traffic calming. The UPVC gates have been costed at £14K for 2 pairs of gates. **Cllr Epps will forward an email with details to the clerk for circulation.** The PC will discuss this and other options.**20mph bin signs**

A resident of the village (who works for Finders Keepers) emailed suggesting that 20mph signs for wheely bins could be provided, at no cost to the PC by Finders Keepers (with their logo on the signs). ALJ had indicated that she did not consider this is a matter for the parish council. **Clerk to respond to writer.**

02.26.10**MCNP**

An email had been received by MCNP from CDC extending the consultation period by 6 weeks as one of the documents had not been correctly uploaded.

02.26.11**Buildings****Village hall** - No issues**SART** - John White had reported that the handrail is pulling away from the brickwork. This will be discussed at the meeting on proposed repairs to be held by ALJ/ML/GEL

Playground - Dr Radcliffe's Trust had organised a training session regarding how to look after the trees. ML had attended the session and reported that the arboriculturalist noted there are platforms around 4 of the trees as part of the playground equipment. This is restricting the growth of the trees and it is recommended that action should be taken, e.g. removing the platforms, cut them down to size and replace them. The Trust has said they will pay for this work. **GEL will look at the work involved and if necessary a contractor will be identified.**

02.26.12

Correspondence

- **Gigaclear** - Correspondence had been received between Richard Preston and Gigaclear. Richard's property is not connected to Gigaclear and when questioned Gigaclear responded that as Richard's property is a new build, it was not included in Gigaclear's original plan for the village and it is not possible to add it now.
- A request had been received for provision of a bus shelter on The Beeches - David Bellchamber (OCC) confirmed that no S106 funding is available for a bus shelter. The layby is in very poor condition with potholes and mud - GE will find out whose responsibility the layby is. **Clerk to respond to writer.**

02.26.13

Committee Reports

The role of Chair of the Environment Committee has been taken over by Chris Neville. **Clerk to invite him to a PC meeting to discuss the role of the Environment Committee.**

The minutes of the website committee meeting had been circulated

02.26.14

Planning : The following planning documents had been received:

[26/00192/F](#)

3 New Manor House South Side Steeple Aston Oxfordshire OX25 4RR Garage conversion to create bedroom annexe. Replace conservatory with single storey extension and a first floor extension above existing ground floor to create an en-suite.
NO COMMENTS

[26/00121/F](#)

The Garden Cottage South Side Steeple Aston Oxfordshire OX25 4RU Single storey garden room extension and single storey porch extension.
NO COMMENTS

01.26.16

Date of next meetings

3rd Monday of the month

Dates for 2026 :

16 March, 20 April, 18 May (APM & AMPC), 15 June, 20 July, 21 Sept, 19 Oct, 16 Nov

Other matters

Power outage - There was a widespread power outage on 15/01/26 at 9pm. SSE had attempted to contact people on the vulnerable user list (including the Clerk as main contact for SAPC) but were unable to due to lack of phone signal. It was questioned whether the Emergency Plan is fit for purpose in such circumstances. Agenda item for next meeting.

Signed SAPC Chair Date

ACTION LIST SUMMARY

No	Action	Owner	Update
Jan26.01	Clerk to draft policy regarding external funding requests	CF	Outstanding
Jan26.03	White Lines on Northside - ALJ to respond to residents explaining why the PC will proceed with installing white lines. to	ALJ	Outstanding
Jan26.06	GEL, ML, ALJ to arrange meeting to discuss schedule of works for VH and SART	GEL/ML/ALJ	Outstanding - zoom meeting to be arrange
Jan26.07	Website - The website and email addresses will move to gov.uk in 2026. ALJ to action	ALJ	On-going
Feb26.01	20 mph wheely bin stickers - clerk to respond to writer	CF	Completed
Feb26.02	Playground - Platforms around trees - GEL will look at the work involved and if necessary a contractor will be identified.	GEL	
Feb26.03	Bus shelter at The Beeches - Clerk to respond to email request	CF	Completed
Feb26.04	Clerk to invite Chris Neville (Environment Cttee Chair) to PC meeting	CF	