

**Minutes of the Meeting of Steeple Aston Parish Council held on
Monday 19th January 2026**

Present: Angharad Lloyd Jones (ALJ) [Chair], Martin Lipson (ML), 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 2 member of the public present both representing the Fire Service, and the representative from SAL.

In attendance: Cathy Fleet (Clerk)

01.26.01 Apologies

Apologies had been received from Cllr Peter Dammermann and Cllr Charlotte Powell

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

11.25.03 Minutes of the last meeting held on 17th November 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.

01.26.04 Public Participation:

Two members of the public, Paul and Barney, from Kidlington Fire Station, attending the meeting to comment on the consultation for proposals to make changes to the structure of the Fire Service in Oxfordshire. The model had been put together by Senior Management without consultation of fire officers. It means that the areas north of Oxford will be affected by closure of fire stations and reduction in the number of vehicles. There are currently 5 fire engines and 35 firefighters and will change to 2 fire engines and 8 firefighters in the immediate area. Attendance times will be longer for fire engines coming from North Oxford. Additionally it may be difficult to crew the engines at night. The consultation is supposed to address issues on call at night. There are generally more calls during the day, but night calls tend to be more serious. Currently the wait time is 15 minutes and it is expected this will increase to 25 minutes. Consultation with the workforce has been requested as it is felt the proposals and the consultation has been rushed through. There has been good engagement with County and District Councils but it seems that Cabinet are rushing the consultation through. Deddington is an on call fire station covering Banbury and Bicester. High pressure pumps (which are a national asset) are currently located in Banbury.

The consultation is open until 30th January and Paul and Barney are requesting that residents are informed of the situation and encouraged to respond to the consultation, the link to which is published on the village website.

01.26.05 Clerk's Report and Actions from previous meeting

No	Action	Owner	Update
Oct25.03	Highways - Clerk to draft letter to residents of Northside regarding parking and possible white lines	CF	Completed. Response received. Agenda item
Oct25.02	ALJ to further negotiate with Kompan re price of additional mulch	ALJ	Completed Action closed
Nov.25.01	Buildings - ALJ to instruct Philip Eades to carry out survey of roofs	ALJ	Completed. Action closed
Nov25.02	Damp in VH and SART - ML to discuss with John White and ALJ will find flat roof contractors	ML ALJ	Completed. Action closed Agenda item

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.
Nov25.04	Clerk to check availability of VH for Workshop on 29/01/26	CF	Completed - Action closed
Nov25.05	Re-election of Dr Radcliffes Trustees - Clerk to confirm to Secretary to the Trustees.	CF	Completed Action closed

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

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

- Budget - £6.5m cuts this year, £20m next year
- Fix my street - officers are struggling to keep up with the number of reports submitted.
- Gully cleaning continues and has revealed issues which need further work
- Movement & Place plan is being re-circulated in draft form and will go to Cabinet in March
- Booking is required for residents to visit Ardley Tip. Non residents of Oxfordshire will be charged £15 per visit.

Cllr Rogers reported:

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

- The budget meeting will be held on 20th January
- Suggested reductions include:
 - Increased costs for green waste to £67
 - 3 weekly green bin collection
 - Removal of Banbury Museum grant funding
 - Charges for lost/damaged waste bins
 - Reduction of grass mowing
 - Closure of Pioneer Square public toilets
 - Reduction of floral provision
- Planning - Baynards Green warehousing has been refused and will go to appeal
- Community Speedwatch - TVP have reported that this area has the largest number of schemes in the county and that data received from local communities has great impact on policing locally regarding speeding..

01.26.07**Finance**

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

Payee	Detail/Inv No	Total Amount	VAT	paid
David Lamb	Playground gardening	£800		09/12/25
JB Windows	VH & SART gutters	£140		09/12/25
HMRC	PAYE	£346.36		09/12/25
Cathy Fleet	Clk sal Dec	£432.69		09/12/25
Kompan	264357	£5115.08	852.51	
Kompan	264139	£35517.10	5919.51	
Andrew Eades Ltd	18988 Surveys	£960.00	160.00	
TP Jones	2170	£62.40	10.40	
TP Jones	2115	£62.40	10.40	
Cathy Fleet	Clk sal Jan	432.89		
Cathy Fleet	reimbursement for defib pad	84.19		14.03
HMRC	PAYE	115.32		
TOTAL		43984.24		

Receipts

CDC	£1260	SART kitchen refurbishment (S106)
Foreman Laws	£2587.80	Refund

Transfer of £40632.18 from Unity Instant Access savings account to Unity Current Account to cover payments to Kompan prior to receipt of CDC funding from CDC

- The Bank Reconciliation was received.
- The precept demand figure recommended by councillors present at the meeting on 8th January is £39743.60 and has been submitted to CDC
- **CF to draft policy regarding external funding requests**

01.26.08 Play area/Teenage facilities

The final areas of surface are being done next week. **CF to arrange for Helen Mack (CDC S106 team) to visit.**

01.26.09 Highways/footpaths

Graham Porcas had sent various emails regarding his role as Superuser for Fix My Street and had suggested that he would no longer carry out the role. Gareth Epps will be happy to meet with Graham to discuss - **GEL to arrange**

Speeding outside school - GE will progress

Heyford Road and Fenway speed cameras - both still show 30mph and not 20mph. Vision Zero responded to GEL saying that they did install both cameras and will change the displays.

White lines on Northside - following the letter sent to residents, a response has been received indicating that they are not in favour of white lines on Northside and that parking their cars slows down vehicles. The letter had been circulated to all councillors. The residents in question park their cars on the corner of Northside/Water Lane despite the fact that they have a garage. **ALJ to respond to the residents explaining the reasons why the PC will be proceeding with the white lines.**

01.26.10 MCNP

A meeting of the Forum will take place this week and will discuss the large applications submitted and the meeting will be attended by other parishes not part of the Forum.

One of the allocated sites in the village - Grange Park, was included as a reserve site only to be included if the other sites are not available. 2 residents of Grange Park have contacted ML saying they have received letters from developers offering to buy their property at above market rate. It is thought that other neighbours have received similar letters. ML suggested that the PC should facilitate a meeting with residents of Grange Park and Richard Preston, the landowner. **ML to see if residents are interested in such a meeting.**

01.26.11 Buildings

**Village hall -
SART**

John White had expressed concerns about dampness in the SART building. 3 quotes have been received for attending to the flat roofs on the buildings

Bradley Roofing

A&D

Country Roofing , felt the whole roof needs replacing and quoted £4320

The dormers in the S&R need to be repaired and quotes have been received for felt at approx £4K or lead between £4-8K.

GEL recommended that Country Roofing should be discounted.

A&D and Bradley Roofing will be asked to re-quote regarding the possibility of removing/roofing over the dormer windows.

There is a SART meeting next week.

The survey had been received on the VH and SART roofs. The breakdown included works to be carried out over the next 10 years.

CF suggested that a sub-committee could be formed to organise works to be carried out and weather to precept or take from reserves. It was felt that a sub committee was not required but that a meeting would be arranged in March to discuss. **GEL, ML, ALJ to arrange meeting**

01.26.12 Correspondence

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

01.26.13 Committee Reports

No reports available.

01.26.14 Planning : The following planning documents had been received:

<u>26/00019/F</u>	Manor Court Northside	Two storey rear extension to replace existing single storey with internal refurbishment and window replacement NO OBJECTION
<u>25/02885/F</u>	Brasenose Cottage Fenway Steeple Aston OX25 4SS	Demolition of stable; and temporarily site a custom designed triple axle lodge which is fully accessible and a dedicated accessible rehabilitation room for purposes ancillary to the enjoyment of the dwelling house NO OBJECTION
<u>25/03302/F</u>	Cedars Barn North Side Steeple Aston Oxfordshire OX25 4SE	New extension to the side following the massing of historic outbuildings (now demolished). Interior alterations to the 1980s conversion - works including removing partitions and re-configuration of modern walls. Replacement of windows and removal of 1980s brick chimney and replacement with modern metal flue ML TO DRAFT RESPONSE
<u>25/03325/HPA</u>	9 Jubilee Close Steeple Aston OX25 Single storey pitched roof extension 4RZ	projecting from the rear elevation - Length 4m, max height 4m, height to eaves 2.5m NO OBJECTIONS

Decisions

25/02729/TCA	St Peters Cottage, Southside	Notice of Intent of Treework
25/02935/TCA	Bladebone House, Paines Hill	Notice of Intent of Treework

NORA -

NORA is North Oxfordshire Resident Action which was formed at the time of the Puy du Fou application. They have written to all local parishes requesting funding of £3K to assist with administration costs and consultants fees incurred in fighting the various planning application. ML pointed out that SAPC are paid

members of MCNP which is carrying out the same job. It was agreed that SAPC will not contribute financially to NORA.

01.26.15 Website

The PC website will move to gov.uk in 2026. **ALJ to action**

01.26.16 Date of next meetings

3rd Monday of the month

Dates for 2026 :

16 Feb (ML to chair), 16 March, 20 April, 18 May, 15 June, 20 July, 21 Sept, 19 Oct, 16 Nov

Date for APM to be identified

Signed SAPC Chair Date

ACTION LIST SUMMARY

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.
Jan26.01	Clerk to draft policy regarding external funding requests	CF	
Jan26.02	Clerk to arrange for Helen Mack (CDC S106 team) to visit the Playground	CF	
Jan26.03	White Lines on Northside - ALJ to respond to residents explaining why the PC will proceed with installing white lines. to	ALJ	
Jan26.04	Fix My Street Superuser - GEL to arrange meeting between GE and Graham Porcas	GEL	
Jan26.05	Grange Park - ML to see if residents are interested in attending a meeting with Richard Preston	ML	
Jan26.06	GEL, ML, ALJ to arrange meeting to discuss schedule of works for VH and SART	GEL/ML/ALJ	
Jan26.07	Website - The website and email addresses will move to gov.uk in 2026. ALJ to action	ALJ	