

Minutes of the Meeting of Steeple Aston Parish Council held on Monday 15th June 2026

Present: Angharad Lloyd Jones (ALJ) [Chair],
Greg Elphick (GEL), Charlotte Powell (CP)

County & District Councillors : C/Cllr Gareth Epps

Members of the public: There were 2 members of the public present including the representative from SAL.

In attendance: Cathy Fleet (Clerk)

06.26.01 Apologies
Apologies had been received from Cllr Martin Lipson & Cllr Andrew Gibson

06.26.02 Declarations of Interest: There were no declarations of interest

06.26.03 Minutes of the last meeting held on 18th May 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.

06.26.04 Public Participation:
There were 2 members of the public present, and the representative from SAL.

06.26.05 Clerk's Report and Actions from previous meeting

No	Action	Owner	Update
Jan26.01	Clerk to draft policy regarding external funding requests	CF	Outstanding
March26.05	Clerk to ask VHTC to copy the PC into their meeting minutes	CF	Completed. Awaiting confirmation
May26.01	Replacement of rotten timber to ladder in playground - CP to cost replacement timber	CP	CP will send details of the treatment the posts have had so ALJ can send to the fitter for approval
May26.02	Plastic slide - . ML to ask Graham Porcas to offer advice	ML	GEL confirmed that the crack at the top of the slide is not structural and can be mended. GEL and Graham Porcas will attend to this. Graham will also mend the water pump.
May26.03	Northside white lines - Clerk to contact Kat Gash for advice to how to proceed	CF	Advised by Kat Gash to report on FMS, which has been done, awaiting response.
May26.04	Flat roof quotes - GEL to request quotes for single ply rubberized material.	GEL	quote received, another to be obtained.

06.26.06 Reports from OCC/CDC

A written report had been received ahead of the meeting.

Cllr Epps reported:

- Quiet Lanes - 1 pilot is out for consultation and there have been various other enquiries but none found to be suitable.
- OxFRI - meeting held
- Road safety round Dr Radcliffe's school - may be moving forward later in the year.
- OCC Budget - £15m cuts across the board required next financial year
- EV charging - micro hub in VH car park - may be an opportunity later in the year subject to supplier conversations
- Many local road closures due to road works are on-going
- Government announcement today regarding planning rules for district councils - CDC will no longer determine large (10 or more dwellings) developments and they will be referred to the Secretary of State
- PFAS - GE Attended a meeting a Upper Heyford where it was agreed to pressure CDC, Environment Agency and Dorchester Living to test for PFAS and accept responsibility. **GE to circulate slides.**

06.26.07 Co-option of Councillors

There are 2 vacancies for councillors. It was agreed that attempts will be made to raise the profile of the parish council in order to attract 'new blood' as councillors. Two approaches: (1) using the new website to promote and (2) possible stunt at Fete.

06.26.08 Review of documents

Main comment was the need to align with IT policy and specifically saving all docs to the G drive and website.

- Standing Orders - **ALJ to amend and send to Clerk to update and publish**
- Financial Regulations - **ALJ to amend and send to Clerk to update and publish**
- Risk Assessment - **ALJ to amend and send to Clerk to update and publish**
- Data Retention Policy - It was **RESOLVED** to adopt and publish the Data Retention Policy

06.26.09 Committee Reports

There were no reports from committees available.

06.26.10 Finance

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

SAPC Monthly Accounts payable June 2026					
To	Inv No	Detail	Amount	VAT	Notes
Cathy Fleet		Clk sal June	432.69		
HMRC		PAYE	115.52		
Penneys	24590	Toilet cleaning	963.6	160.6	
SART	886	Hall hire	110		
SAVH		reimbursement for Fire Exit sign	4.98		
David Lamb	223	Playground/VH gardening	600		
Nigel Prickett	2754	Grasscutting	465.6	77.6	
CDC	20034905	Election fee	200		
JRB Enterprise Ltd	29726	Dog poo bags	100.08	16.68	

MCNP		Emergency donation	1000		pledged at May meeting
Stuart Cummins		(window repair to History Centre)	13.5		
		TOTAL	4005.97		

- The Bank Reconciliation was received.
- Transfer of £30K from current account to savings account will be made.

06.26.11**Website**

An online meeting had been attended by the Clerk, GEL and AG with Aubergine for a demonstration of their website building capacity. Parish Online had also been contacted for quote..

Aubergine costs would be £499+Vat in the first year, £299 in following years, £60 ongoing for up to 20 email addresses. 8-9 week set up.

It was **RESOLVED** to instruct Aubergine to commence building the website for the parish council. **GEL to instruct Aubergine.**

06.26.12**Meetings**

GEL attended the MCNP Forum meeting (see below)

06.26.13**Highways/footpaths**

Nothing to report

06.26.14**MCNP**

Somerton are leading on traffic issues in the area caused by major developments.

06.26.14**Buildings**

Village Hall - John White flagged 2 issues :

Tile on roof - will be attended to when further work is carried out on the roof. **GEL to ask to be added to schedule.**

Loose paving slab outside main entrance - **Clerk to ask John White if he is able to deal with it and the PC will reimburse costs.**

Quote received from Astons Roofing for rubberized flat roof - another quote to be obtained but likely to be more expensive

SART - no issues

Toilet - A quote had been received from David Green Decorating Ltd for £972 inc VAT which councillors agreed to accept. **Clerk to ask Penneys if they will chemically clean the floor & wall tiles. Clerk to ask decorator if he will use chlorinated rubber paint.**

06.26.15**Correspondence**

- A letter had been received from Richard Preston (RP) regarding the issuing of a TPO on his land by Grange Park. This was followed by an email from Caroline Morray, CDC asking for clarification. **Clerk to ask ML to draft a response.**
- **Clerk to ask ML to draft a response.**
- Email received from Bob and Brenda Bickley to burn bonfire in the paddock by the playing field. **CP to action**
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06.26.16

Planning : The following planning documents had been received:

26/00242/F The Old Malthouse, Southside **NO OBJECTION Agreed to lodge same comment as previously ensuring the development cannot be sold separately to the main property**

26/01253/DISC Acacia Cottage, Southside -Discharge of conditions

26/01347/TCA Old Manor House, Southside - Pollarding Indian Bean Tree - **NO OBJECTION**

06.26.17 **Date of next meetings - 3rd Monday of the month**
Dates for 2026 :
 20 July, 21 Sept, 19 Oct, 16 Nov

Other matters

Signed SAPC Chair Date

ACTION/DECISION LIST SUMMARY

No	Action	Owner	Update
Jan26.01	Clerk to draft policy regarding external funding requests	CF	Outstanding
June26.01	Website - GEL to instruct Aubergine	GEL	
June26.02	Toilet redecoration - .Clerk to ask Penneys if they will chemically clean the floor & wall tiles. Clerk to ask decorator if he will use chlorinated rubber paint.	CF CF	Completed Completed
June26.03	Village Hall - Clerk to ask John White if he is able to deal with the loose slab and the PC will reimburse costs. Tile on roof - GEL to ask to be added to schedule.	CF GEL	Completed
June24.04	Amend Standing Order, Risk Assessment and Financial Regulations	ALJ	
June26.05	Contact Brenda Bickley to burn bonfire	CP	