



**Minutes of the Meeting of Steeple Aston Parish Council
held on Monday 20th July 2026**

Present: Angharad Lloyd Jones (ALJ) [Chair], Martin Lipson (MP), Greg Elphick (GEL)

County & District Councillors : C/Cllr Gareth Epps

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

In attendance: Cathy Fleet (Clerk)

07.26.01 Apologies
No apologies had been received.

07.26.02 Declarations of Interest:
ML declared an interest in SAVA

07.26.03 Minutes of the last meeting held on 15th June 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.

07.26.04 Public Participation:
There were no members of the public present. .

07.26.05 Clerk's Report and Actions from previous meeting

No	Action	Owner	Update
Jan26.01	Clerk to draft policy regarding external funding requests	CF	Outstanding. ALJ to progress
June26.01	Website - GEL to instruct Aubergine	GEL	Completed
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 Agenda Item Agenda Item
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 Completed
June24.04	Amend Standing Order, Risk Assessment	ALJ	Completed

	and Financial Regulations		
June26.05	Contact Brenda Bickley to burn bonfire	CP	Completed

07.26.06 Reports from OCC/CDC

A written report had been received ahead of the meeting.

Cllr Epps reported:

- The former Secretary of State announced that there will now be 3 unitary authorities. This will result in considerable savings.
- Dialogue is going on with the new Head of the school regarding safety and traffic at peak times.
- Planning - GE has registered as interested party of OxSRFI
- Revision of speed limits on major roads - looking at reducing the speed on the A4260 and B4030
- Pavement parking - central government has agreed that legislation will be passed to enable councils to deal with pavement parking (this is promised for October) and OCC are looking at how to deal with this.
- Following the chaos of last week resulting from the road closure in Heyford Park, traffic lights are back up at Lower Heyford to alleviate the problems caused by David Wilson Homes. Signage is also being changed and a height restriction will be put on Portway.

06.26.07 Committee Reports

There were no reports from committees available.

06.26.08 Finance

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

To	Inv No	Detail	Amount	VAT	Notes
TP Jones	2337	payroll	62.45	10.4	
Nigel Prickett	2788	grasscutting	465.6	77.6	
Aubergine	16457	Website	670.8	111.8	
HJ Foreman Laws	115004	Legal fees re sublease	714.2	1151.7	
Viking Direct	4410816615	office supplies	36.32	6.06	
Cathy Fleet		clk sal July	432.89		
HMRC		PAYE	115.32		
Playsafety	100349	ROSPA Report	308.40	51.40	
		TOTAL	2497.58		

- The Bank Reconciliation was received.
- Deddington Library had sent a letter requesting funding of (suggested) £500 from the PC. It was agreed that the **RFO will send them a grant application form and explain the PC's process suggesting that the PC could donate £250 this financial year and would consider further funding for 27/28**

07.26.09 Website

Following a meeting between Aubergine, GEL and the Clerk, Aubergine have been instructed to commence the build on the website. The format will be similar to the many other parish council websites they have recently created and will include all the statutory required documents as well as a library of photographs of Steeple Aston which has been provided by Nigel Francis. The Clerk has provided Aubergine with Minutes, Agendas and Financial documents as required. Councillor information including Rols and a brief Bio of each councillor will be submitted for Aubergine to include. A colour scheme for the

website has been agreed and a new logo for the PC created. It is anticipated that the website will be completed for approval in mid September before go-live after that.

07.26.10

Meetings

Online meeting (Heyford & Jct 10 Forum) of CDC, OCC and parish councils as a result of Somerton's pressure for a cumulative impact of all developments which are affecting the local area. ML/GEL attended and the meeting was chaired by C/Cllr Gareth Epps. The newly formed body will be for discussion only and is not a decision making body. Further meetings will be arranged, one 'soon' and one in September which is primarily to discuss PFAS.

07.26.11

Highways/footpaths

- ALJ will be attending a meeting with Cllr Epps and the new Headmistress of the school in September to discuss road safety around the school. ML will download old data from the speed camera and ALJ will ask Richard MacAndrew for current figures.
- A request had been received from the Environment Committee for a cut path along SixtyFoot as pedestrians currently have to walk in the road. **ALJ to contact OCC to enquire if they will cut the grass or provide funding for it to be added to Nigel Prickett's schedule.**

07.26.12

Playground

ROSPA report

Remove zip wire mechanism - GEL to have a look

ALJ to send report to Rico - who has previously worked in the playground.

Graham Porcas will look at repairing the slide and re-attaching the water pump.

Plinth where the recycling bins were are causing a hazard and cars are getting damaged. Decided to put plastic pillar with reflective strip around the base of the plinth. **Clerk to purchase 2 bollards.**

Dr Radcliffe's trustees have confirmed that they are not in a position to pay for the work required to the platform/trees in the playground. **ALJ to respond saying that the PC are willing to pay half as the trees are the responsibility of the trustees and the playground is the responsibility of the PC.**

07.26.13

Rousham Bridge

A report had been circulated regarding Rousham Bridge and the Heyford Park Proposals. The report has been written by the Friends of Rousham and they are concentrating on the historical importance of Rousham Bridge. They criticise the County Council's maintenance of the bridge and conclude that the bridge will not stand an increase of traffic over the bridge. The report has been submitted to CDC by Lower Heyford PC and Friends of Rousham are asking other PCs to support the campaign.

It was resolved that when the anticipated planning application from Dorchester Living for additional housing at Heyford Park then the report could be mentioned then, but at this stage there is no merit in submitting the report to CDC.

ALJ to draft a response to email

07.26.14

MCNP

The Neighbourhood Plan is currently with Inspector who has submitted some questions. Consultants have been engaged to reply to the questions which will be submitted shortly.

Question re sites and in particular Richard Preston's Field which is a reserve location - The Examiner has visited the site and is concerned about the suitability of the site and the effect any development would have on Grange Park.

07.26.15

PFAS

Various meetings have been attended by councillors and discussions have taken place with Gareth Epps. Steeple Aston are not at major risk from the effects of PFAS but the PC is keen to be involved with discussion and will attend the cumulative impact meeting forum in September.

07.26.16

Buildings

- Village Hall Flat Roof - GEL has chased contractors. Countrywide Roofing don't do single ply but will guarantee tripe ply (£4K) for 35 years. A&D did not respond. Aston Roofing quoted £7K for single ply guaranteed for 25 years. **RESOLVED** to accept Aston Roofing's quote. Funding to be taken out of reserves.
- SART - Nothing to discuss
- Toilet - **Clerk to get timescale from painter**
- A resident has offered to help out with cleaning the toilet but may not be able to commit to a regular schedule. **ALJ will speak to her asking what days she could commit to.**

07.26.17

Correspondence

- Various emails had been received from a concerned resident regarding cleanliness of the toilet, a possible fault on the toilet lock, road safety around the school and various other matters. All matters raised were discussed and responses have been sent to the emails.

07.26.18

[26/01661/TEL](#)**Planning** : The following planning documents had been received:

Orange Telecommunications Mast
Oxf0057 At Duns Tew Reservoir
Oxford Road Steeple Aston OX25
5QF

Install electronic communications
apparatus/development ancillary to radio
equipment housing.
NO OBJECTION

[26/01557/F](#)

Folly Cottage Fir Lane Steeple
Aston OX25 4SF

Single storey rear extension. New section of
retaining wall. Change rear window to door.
NO OBJECTION

OxSFRI

ML expressed concern about the size of the proposal and the impact it will have on the local area and the fact that it is likely to be approved by Central Government. The PC is concerned that residents may not be aware of the impact of the proposal. **ML will write an article for SAL/website**

07.26.19

Date of next meetings - 3rd Monday of the month**Dates for 2026 :**

21 Sept, 19 Oct, 16 Nov

Other matters

Signed SAPC Chair Date

ACTION/DECISION LIST SUMMARY

No	Action	Owner	Update
July26.01	Donation to Deddington Library - RFO will send them a grant application form and explain the PC's process suggesting that the PC could donate £250 this financial year and would consider further funding for 27/28	CF	Completed
July26.02	Concrete plinth where recycling bins were - Clerk to purchase 2 reflective bollards	CF	
July26.03	Grasscutting on SixtyFoot - ALJ to contact OCC to enquire if they will cut the grass or provide funding for it to be added to Nigel Prickett's schedule		
July26.04	Playground - Clerk to purchase 2 bollards Letter from Trustees - ALJ to respond saying that the PC are willing to pay half as the trees are the responsibility of the trustees and the playground is the responsibility of the PC.	CF	
July26.05	Road Safety around the school - ML will download old data from the speed camera and ALJ will ask Richard MacAndrew for current figures.	ML/ALJ	
July26.06	Toilet - Clerk to obtain commencement date from the painter. ALJ to ask the volunteer which days she could commit to assisting with the cleaning ALJ to test lock which may be malfunctioning	CF ALJ ALJ	
July26.07	OxSRFI - ML to write an article for SAL/website	ML	