Meeting of Steeple Aston Parish Council
16th November at 7.30pm in the Sport & Rec building
Agenda & Summons to Councillors and Invitation to Members of the Public & Press

No	Detail	Time	Lead
1	**To receive apologies for absence:**	7.30	Chair
2	**Declarations of Interest**- to receive any declarations of interest from Councillors relating to items on the agenda, in accordance with the Council's code of conduct.		**All**
3	**To receive and approve the minutes of the last meeting –** 19th October	7.35(5)	**Chair**
4	**Public Participation**- to receive submissions from members of the public relating to items on the agenda, in accordance with the Council's code of conduct & standing orders. **Variation of Order of Business may apply**	7.40(5)	**Chair**
5	**Clerks report and actions from previous meeting (see attached)**	7.45(10)	**Clerk**
6	**Reports from CDC/OCC**	7.55(10)	**Cllr Gareth Epps/Cllr David Rogers**
8	**Finance & Audit** • To approve monthly accounts for payment • To receive the bank reconciliation • To discuss contribution to churchyard tree work	8.15(5)	**RFO**
9	**Planning** - • to discuss recent planning documents and update on major developments • S62A/2026/0166 Old Quarry House application	8.20(5)	
10	**Website -** update and progress report on new website	8.25(5)	**GEL/Clerk**
11	**Meetings -** to receive reports on meetings attended	8.30(5)	**All**
12	**Highways/Footpaths**	8.35(5)	**All**
13	**Transport** • Bus shelter cleaning • OCC Bus service review	8.40(5)	
14	**Playground -** to discuss suggested donation of seating	8.45(5)	
15	**MCNP - t**o receive update	8.50(5)	**ML**
16	**Buildings** • Village Hall • SART • Toilet - to discuss lock on door	8.55(5)	
17	**Committee Reports** (Environmental, Website, SART, VHTC)	9.00(5)	
18	**Correspondence**	9.05(5)	**Clerk**
19	**Date of next meetings - 3rd Monday of the month** Dates for 2026 : 16 Nov **Proposed dates for 2027 :** **18 Jan, 15 Feb,15 March, 19 April, 17 May, 21 June, 19 July, 20 Sept, 18 Oct, 15 Nov**	9.10 (5)	**Clerk**
20	**Other matters:** to advise of items for next meeting or for info only		**Clerk**
	Close	9.00	

Cathy Fleet - Parish Clerk 07989 398838

ACTION/DECISION LIST SUMMARY FROM LAST MEETING

No	Action	Owner	Update
Oct26.01	**Treework in the graveyard -** Clerk to inform Graham Clifton and Jeannette Coterill that the PC will contribute but additional quotes are needed.	**CF**	Email sent 21/10 Quote recieved
Oct26.02	**Pathway on SixtyFoot -** Clerk to inform Nigel Prickett grasscutting is required	**CF**	Completed - grass will be cut w/c 26/10 Grass cut 11/11/26
Oct25/03	ALJ to obtain additional quotes for playground bark	**ALJ**	Bark ordered Delivery 13/11/26
Oct26/04	**VH Wall** - Clerk to find out what Insurance excess will be CP to share information re CCTV	**CF** **CP**	Completed. Insurance excess is £250
Oct26/05	Toilet door - Clerk to find out if it is still under warranty	**CF**	Completed - warranty only for 1 year Healthmatic call out £275+VAT + parts
Oct26.06	ALJ to identify date for Precept meeting	**ALJ**	
Oct26.07	Cllrs Powell and Gibson to provide photo/bio to Clerk for new website	**CP/AG**	