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

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

County & District Councillors : C/Cllr Gareth Epps

Members of the public: There was 1 member of the public present and the representative from SAL.

In attendance: Cathy Fleet (Clerk)

10.26.01 **Apologies**
Apologies had been received from Martin Lipson and Cllr David Rogers

10.26.02 **Declarations of Interest**:
There were no declarations of interest

10.26.03 **Minutes of the last meeting** held on 21st September 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.
It was noted that the item regarding the Grange Park lampposts, although factually correct as per the discussions at the last meeting, was published in SAL (not written by the usual SAL reporter) in such a way as it appeared incorrect and complaints had been received from the house owner. Apologies from the Editor of SAL will be published in the next edition of SAL.
Also noted was the email received from a resident of Steeple Aston regarding the PC minutes from the July meeting. The minutes attributed the heritage report on Rousham Bridge to the Friends of Rousham when it was commissioned by a group of local residents. The email also critised the PC's 'cursory mention of PFAS' in the minutes. The PC is in fact working with other organisations to ensure testing is carried out in the area to ensure public safety. The PC apologises if the minutes were misleading.

10.26.04 **Public Participation**:

10.26.05 **Clerk's Report and Actions from previous meeting**

No	Action	Owner	Update
Sept26.01	**Lamppost at Grange Park -** ML to discuss with Cllr Epps	**ML**	Completed
Sept26.02	**Bonfire debris -** ALJ to discuss with CP	**ALJ**	CP reported that all the debris has now been cleared.
Sept26.03	**Banbury Oversight Group** - ALJ to write a brief of a suggested project and submit to the email address provided by Cllr Rogers.	**ALJ**	Completed

Sept26.04	**Gallos Brook PFAS -** ML will share a map dating back to the 1900s showing wells, pumps and springs in the village	**ML**	Completed
Sept26.05	**Dickeredge/Southside white lines -** Clerk to request Kat Gash to action following receipt of W3W locations from ALJ.	**CF**	Awaiting response from Traffic Team
Sept26.06	**Playground -** Clerk to obtain quotes for bark	**CF**	Completed
Sept26.07	Village hall wall **- ALJ to obtain quotes**	**ALJ**	Completed

10.26.06 Reports from OCC/CDC

Cllrs Rogers and Epps had submitted written reports:
Cllr Epps reported:

- **Planning** - not a great deal of progress apart from OxSRFI which is under consultation
- **PFAS** - test results will appear on the CDC website within the next 10 days
- Consultation for Bus Services is underway
- Discounted bus passes and parking permits are available for anyone who works in schools/hospitals
- A meeting had taken place at Dr Rads school with OCC safety officers and discussions/ideas are being considered to improve road safety and encourage walking and cycling to school.

10.26.07 Finance

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

To	Inv No	Detail	Amount	VAT
Penneys	25102	toilet deep clean	225.26	38.04
TP Jones	2392	payroll	62.4	10.4
Penneys	251696	toilet cleaning	919.2	153.2
HMRC		PAYE	121.25	
Cathy Fleet		Clk Sal Oct	527.18	
Moore	339799	External Audit	504	84
Nigel Prickett	2833	grasscutting	465.6	77.6
Diocese of Oxford	21067	Allotment rent	517	
CDC	20038700	dog bin emptying	75.5	12.58
		TOTAL	**3417.39**	

- The Bank Reconciliation was received.

10.26.08 Planning - The following planning documents had been received:

26/02664/F	Cowslip Cottage Cow Lane Steeple Aston Oxfordshire OX25 4SG	Variation of Condition 2 (approved plans) of 25/0173/F - To vary the design for a reduced two storey rear extension
26/02613/DISC	Cedars Barn North Side Steeple Aston Oxfordshire OX25 4SE	Discharge of Condition 6 (stone sample panel) of 25/03302/F
26/02614/DISC	Cedars Barn North Side	Discharge of Condition 6 (stone sample panel) 1

	Steeple Aston Oxfordshire OX25 4SE	of 25/03303/LB
26/02512/CLUP	Westfield Farm Mews, Annexe Adjacent 3 Fenway Steeple Aston Oxfordshire OX25 4SS	Certificate of Lawfulness of Proposed Development for the fixing of solar panels to the roof of the annexe
26/02565/TEL	Street Record Cow Lane Steeple Aston	Installation of 9M light wooden pole
26/02429/F	Manor Court Cottage North Side Steeple Aston Oxfordshire OX25 4SE	Addition of pitched roof porch
26/02430/LB	Manor Court Cottage North Side Steeple Aston Oxfordshire OX25 4SE	Addition of pitched roof porch
26/02461/TEL	Street Record Paines Hill Steeple Aston	Regulation 5 Notice of Intention to Install x4 Fixed Line Broadband Apparatus.
26/02388/CLUP	26 Grange Park Steeple Aston Oxfordshire OX25 4SR	Certificate of Lawfulness of Proposed Development for the construction of a single-storey rear extension, a single-storey side extension, replacement of the existing white uPVC cladding to the front elevation with white render and application of matching white render to the extensions.
26/02515/TEL	Orchard Lea/Seven Springs Barn South Side Steeple Aston OX25 4RT	The Electronic Communications Code (Conditions and restrictions) Regulations 2003 (as amended) – Regulation 5 Notice of Intention to Install Fixed Line Broadband Apparatus - 2 x 9M light wooden poles
25/02190/HYBRID	Heyford Park	9000 houses **ML to draft objection - to include comments on PFAS**

MCNP

Neighbourhod Plan - The Inspector wants to further examine the suggested sites for development in Kirtlington and Steeple Aston. There will be a public meeting on 12th November in Steeple Aston Village Hall.

10.26.09 **Website**

Aubergine have provided a ';dummy' website which still requires amendment and population. More information will be sent to them and it is hoped that the website will be live by the end of November.

10.26.10 **Meetings**

Minutes of the Website Committee minutes had been circulated.

10.26.11 **Highways/footpaths**

- Treeworks to graveyard - An email had been received from the PCC . The PCC have asked if the PC can contribute. A quote of £5000 has been received. It was agreed that the PC will make a contribution but that comparable quotes are needed. **Clerk to inform Graham Clifton and Jeannette Coterill.**

- Pathway cut on Sixty Foot - it was suggested that a footpath be cut through the grassed area in front of the trees. Nigel Pickett will charge an additional £30 to add to his schedule. A 1 metre strip on the roadside on the left hand side heading out of the village. All councillors agreed. **Clerk to inform Nigel Prickett**

09.26.12 Playground

- A quote of £2948.40 for 24 cubic metres of bark for the playground from AHS has been received.. Additional quotes will be obtained, but it was thought that this will be the best value. **ALJ to obtain additional quotes**
- Wood rot repair costs - Kompan have quoted £4K ex VAT not including repairs to the zip wore. They recommend replacing the zip wire, not repairing the wooden supports.

10.26.13 Gallos Brook

The locations of wells and tap points in Steeple Aston and surrounding areas have been submitted to CDC. There is a dedicated PFAS page on the CC website where test results will be published.

09.26.14 Buildings

- Village Hall Flat Roof - work will commence on 26th October
- ALJ to obtained quotes - Blenheim dry stone walling - £2160, Boswell £2400. It was suggested that the wall be reduced in width by 1 metre. It was agreed to instruct Blenheim Dry Stone Walling**. CP to find out about the installation of CCTV.**
- SART - No meeting has been held
- Toilet - The lock on the toilet is broken and an email complaint had been received from a member of the public. The door was installed in 2021 by Healthmatic so it may be still under warranty**. Clerk to find out about warranty**

09.26.15 Committee Reports

Website minutes received

10.26.16 Correspondence

An email had been received from a member of the public regarding the broken toilet door lock, which has been responded to as the matter is being dealt with.

10.26.17 Date of next meetings - 3rd Monday of the month

Dates for 2026 : 19th November

Precept meeting will be confirmed asap
Proposed dates for 2027
18 Jan, 15 Feb, 15 March, 19 April, 17 May, 21 June, 19 July, 20 Sept, 18 Oct, 15 Nov. 19 Oct, 16 Nov

10.26.18 Other matters

Signed …….. SAPC Chair Date ……..

ACTION/DECISION LIST SUMMARY

No	Action	Owner	Update
Oct26.01	**Treework in the graveyard -** Clerk to inform Graham Clifton and Jeannette	**CF**	Email sent 21/10

	Coterill that the PC will contribute but additional quotes are needed.		
Oct26.02	**Pathway on SixtyFoot -** Clerk to inform Nigel Prickett grasscutting is required	**CF**	Completed - grass will be cut w/c 26/10
Oct25/03	ALJ to obtain additional quotes for playground bark	**ALJ**	
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
Oct26.06	ALJ to identify date for Precept meeting	**ALJ**	
Oct26.07	Cllrs Powell and Gibson to provide bio/photo to Clerk for new website	**CP/AG**	