

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 17th June 2024**

Present: Angharad Lloyd Jones (AL-J) [chair], Martin Lipson (ML), Peter Dammermann, Mat Watson (MW)

Members of the public : Helen Wright,

In attendance: Cathy Fleet (Clerk)

06.24.01 Apologies were received from Cllr Arash Fatemian

06.24.02 Declarations of Interest: Mr. Lipson declared an interest in SAVA

06.24.03 Minutes of the last meeting held on 20th May 2024 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair. The minutes of the Annual meeting of the parish council and the Annual Parish meeting were also signed.

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

06.24.06 Clerk's Report and Actions from previous meeting

NO	ACTION	To be Actioned by :	Update
May24.01	MCNP – Clerk authorized to return letter to Secretary of MCNP	CF	Completed Action closed
May24.02	ML will carry out further investigations regarding green spaces and report back to the next PC meeting,	ML	*See below
May24.03	It was agreed that ML will apply to Community First for funding for a Community Housing survey	ML	Community First Oxfordshire will be drafting a survey form. ML to send copy of draft to all councillors.
May24.04	20 mph signage - ALJ will seek advice from Cllr Arash Fatemian.	ALJ	**See below
May24.05	Community Transport Grant - ALJ to ask Cllr Fatemian if S APC would be eligible for this grant to help reinstate the missing service.	ALJ	Arash to update
May24.06	Playground - ALJ to ensure that Pam Knowles is canvassing residents of Nizewell Head to get their requirements for Pocket Park Clerk to contact suppliers to set up dates (mid-end July) for meetings to provide quotes.	ALJ CF	 Clerk to complete

* 2 contenders for land to be identified as green spaces:
Lawrence Fields old play area

Cow Lane, pond by sycamore tree where the track splits and the long narrow field (owned by Tim Taylor)

ML will speak to Tim Taylor and report back on his response

Both sites will be put forward

** 16 new repeater signs have been installed. There had been a complaint from a resident of Paines Hill but the sign had not been put up. Clerk to collate any future complaints or comments on the siting of signs.

06.24.06 Reports from OCC/CDC

No district or County Councillor was present.

06.24.07 Co-option of Councillor

There are various residents who may be interested who will be approached by councillors.

06.24.08 Community Land Trust

There was no update except that the process of incorporation is on-going and it is hoped this will be completed by early July.

06.24.09 Parish Transport Representative

To be discussed at a later date when additional councillors are in place. It was confirmed that all required updates are going to the Clerk.

06.24.10 Oxford Airport

Information had been received about the consultation by Oxford Airport regarding changes to the flight path. A resident had responded opposing the proposals. The deadline for responding to the consultation has passed, but there will be another consultation. **Clerk to draft response to resident asking if he would respond to the future consultation on behalf of the parish council.**

06.24.11 Highways,footpaths/grasscutting

PD has installed one of the the bins and when the other is installed he will let CF know W3W location so CDC can be informed.

The noticeboard outside the VH is wobbly and ML has inspected and discovered that one leg of the board has rotted and requires the services of a joiner . ALJ to speak to Dan Munson.

06.24.12 Play Area/Teenage Facilities

Clerk is carrying out fortnightly playground inspections – Clerk to circulate to all by email. .

Bark in the playground is required - **Clerk to obtain costs and availability of volunteers to spread it**

Meetings with contractors to be arranged for mid July – **Action Clerk**

There is a manhole cover in the playground which has been tampered with by children causing a danger. The manhole is the responsibility of Dr Radcliffe's Trust - **ALJ to contact the Clerk to Dr Radcliffes Trust**

06.24.13 Blandford Fly project

Funding from the Councillor Priority Fund has been approved and payment is awaited

It is proposed that testing commences in 2 weeks. An email had been received from Bournemouth suggesting test sites ranging from Clifton to Kidlington MW

will add to the list , e.g. the stream by The Tchure, Middle Aston Lake, the stream near the Eyecatcher and permission will need to be obtained from landowners for access to the sites. **MW to create Q&A to be put in SAL to raise awareness.**

06.24.14 Buildings

- **Village Hall**
All trees and foliage around the VH will need to be trimmed in Autumn. The VHMC felt that additional trimming of the hedge by the VH kitchen is needed. **Clerk to put PD in contact with the sec of VHMC**
Brown Bins – the subscription for brown bin collection has lapsed - Clerk is arranging for new subscription.
- **SART**
Nothing to report

06.24.15 Correspondence

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

06.24.16 Committee reports

- **Environment** - Clerk to ask Carl Tomlinson for an update
- **Website** - minutes of the recent website meeting had been circulated
- **SART** – no update available
- **VHMC** – See Item 06.24.14

06.24.17 Planning – The following planning applications had been received and circulated:

[24/01312/F](#)

10 Townend Steeple Aston OX25 4AX

Variation of Condition 2 (plans) of 11 the floor plans and elevations for PL plan with single storey rear extension
NO OBJECTION but ML to further

Decisions
24/00644/LB

Manor Court Cottage, Northside

APPROVED

06.24.18 Finance – The following accounts were approved for payment, signed off by ALJ, will be authorized on Unity by ALJ and ML

Payee	Detail	Total Amount	VAT	paid
Clear Councils	Insurance	3958.01		3/6/24
HMRC	PAYE	274.20		
Cathy Fleet	clk Sal June	391.89		
Cathy Fleet	clk expenses	3.25		
Penneys	toilet cleaning	1963.20	261.00	
Nigel Prickett	grasscutting	416.40	69.40	
Adderbury Electrics	S106 VH	2659.47	449.25	
John White	S106 VH	662.82	110.47	
Munson Construction	VH repairs	236.50		

Date of next meetings

3rd Monday of the month

15 July, 16 September, 21 October

18 November

Other matters

PD had attended the Parish Liaison meeting and reported that the meeting was poorly attended.

Updated Financial Regulations to be agenda item next month

Signed Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :	Update
May24.05	Community Transport Grant - ALJ to ask Cllr Fatemian if SAPC would be eligible for this grant to help reinstate the missing service.	ALJ	Arash to update
May24.06	Playground - ALJ to ensure that Pam Knowles is canvassing residents of Nizewell Head to get their requirements for Pocket Park Clerk to contact suppliers to set up dates (mid-end July) for meetings to provide quotes. ALJ to find volunteers to spread bark	ALJ CF ALJ	CC to follow up Clerk to complete
June24.01	Oxford Airport - Clerk to draft response to resident asking if he would respond to the future consultation on behalf of the parish council.	CF	
June24.02	Playground manhole - ALJ to contact the Clerk to Dr Radcliffes Trust	ALJ	
June24.03	Blandford Flies – MW to create Q&A to be put in SAL to raise awareness	MW	
June24.03	Village Hall foliage – Clerk to put PD in touch with Margaret Bulleyment.	CF	
June2.404	Highways & Footpaths – ALJ to speak to Dan Munson re rotten noticeboard	ALJ	