

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 21st October 2024**

Present: Angharad Lloyd Jones (AL-J) [chair], Martin Lipson (ML), Peter Dammermann (PD), Mat Watson (MW), Greg Elphick (GE), Charlotte Clarke (CC)

Members of the public: Annie Stogdale and 3 members of the public were present.

In attendance: Cathy Fleet (Clerk)

10.24.01 Apologies No apologies were received

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

10.24.03 Minutes of the last meeting held on 16th September 2024 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

10.24.04 Public Participation :
1 member of the public was attending concerned about the speed and noise of cars entering the village by Townend which was covered under Clerks report
The remaining members of the public were attending with regard to agenda item 8.

10.24.05 Clerk's Report and Actions from previous meeting

No	Action	Owner	Update
July24.01	ALJ to ask Richard MacAndrew to move the SID owned by the PC ML will speak to Richard MacAndrew regarding changing the notifications on the remaining 2 SIDs (installed by OCC) The SID by Townend needs to be moved so OCC need to provide another socket on the other side of the road near the entrance to Hill House. CF to instruct OCC to install new socket	ALJ ML CF	Completed Completed Clerk has spoken to Kat Gash requesting another socket. Advised to contact Fix my Street but this doesn't work, awaiting further advice. Still awaiting information regarding changing the speed limit from 30 to 20. ML to ask Richard MacAndrew to move the SID on Heyford Road to outside Townend,
July24.04	Oxford Airport – Clerk to draft further response	CF	ALJ to draft response
Sept24.01	Clerk to forward emails to OCC regarding moving speed signs in the village to Arash.	CF	
Sept24.02	ALJ to approach Red Lion about recycling options	ALJ	Completed*
Sept24.03	Dog bin by The Tchure - PD to check if it has been emptied. Clerk to apply for Councillor Priority Funding for a new bin and order a new dog bin with a lid to be delivered to PD. ALJ to update property owners.	PD CF ALJ	Bin with lid has been sited here Applied 24/9 Ordered 24/9 Completed
Sept24.04	Salt bins will be replenished by OCC but no	CF	Emailed 17/9

	additional supplies are required. CF to respond to OCC ML to get shed key back from Graham Porcas	ML	Outstanding
Sept24.05	HW to post on Facebook/website to identify flooding hotspots	Helen Wright	
Sept24.06	Playground - CC will repair the basket swing. ML to arrange repairs to table tennis table. Repairs have been attempted but wood filler will not set in the current weather conditions.	CC	Outstanding
Sept24.07	Bench - ALJ to identify which one for Clerk to purchase	ALJ/CF	Bench to be delivered to CF who will deliver to GE who will install
Sept24.08	Noticeboard repairs – Clerk to instruct George Brown	CF	Emailed 17/9 Charlotte to chase up
Sept24.09	Environmental committee - Clerk will email Carl and add flooding report	CF	Emailed 17/9
Sept24.08	CF will circulate Financial Regulations for October meeting	CF	Agenda item

*Both the landlord and the owners of the pub are keen to have the recycling bins removed. **Clerk to find out if there is scope for larger bins at Robinsons Close.**

09.24.06 Reports from OCC/CDC
No councillors in attendance

09.24.07 Co-option of councillor
It was proposed by ALJ and seconded by CC that Greg Elphick be co-opted as a councillor. Paperwork was completed and will be sent to CDC

10.24.08 Housing needs Survey
Community First Oxfordshire had offered to carry out a survey of housing needs in Steeple Aston and Middle Aston. A Questionnaire was distributed to every household in Steeple Aston and Middle Aston in July and responses were received and a report of the results circulated in September.
Aims of survey were to help establish the extent of local affordable housing needs in the parish and the levels of support for the principle of providing housing for those with local connections to Steeple Aston and Middle Aston.

Questionnaires were hand delivered to 483 houses. 150 were returned which is a response rate of 31%
129 of respondents live in Steeple Aston and the remainder in Middle Aston.

To the question “ *do you support the principle of providing housing for those in need who have local connections*” 78% said YES – 8% said NO and 14% said MAYBE.

To the question “ *would you support a site being developed in Steeple Aston to provide a small number of homes for those with local connections in housing need*” 71% said YES, 10% said NO, 19% said MAYBE

To the question “*Do you support the principle of SA Community land Trust ?*” 67% said YES, 5% said No, 28% said MAYBE

- Typical prices for houses in both villages - Average selling price £1.5m for detached properties.
- Very little available for private rent - a 3 bed property is £2K+ per month

- The survey showed a need for affordable housing - 21 households completed the questionnaire - 11 household detailed requirements if available – 5 want rental, 6 want low cost purchases (shared ownership/discounted sale)
- There was a lot of support for the principle of providing affordable homes depending on location how and when, 11 households (anonymous except to Community First)

ML requested that the Community Land Trust could now proceed with discussions with landowners previously identified, particularly rural exceptions sites

Sites 1 (next to The Hatchery) & 7 (Fenway) .

Other sites opposite Townend and Site 6 on Fenway which were previously identified through the neighbourhood plan site assessment process.

ML asked if the PC wants to make the survey report public. It was suggested that a statement be published to summarise the report, to be published on the website.

10.24.09 **Financial Regulations**

The Financial Regulations have been reviewed and it was resolved to adopt the Regulations and they will be posted on the website. Action Clerk

10.24.10 **Play area/Teenage facilities**

3 suppliers had been shortlisted. All 3 suppliers had differing approaches and consequently ALJ, CC and MW met to discuss, resulting in:

- Keen to provide rubberized mulch
- Keen to look at recycled plastic sleepers for the perimeter fencing
- Try and change equipment to increase accessibility for children with disabilities

ALJ had circulated a summary of the discussions including prices.

The 3 suppliers had also visited Pocket Park with a view to quoting on refurbishment of that area.

ALJ will speak to Childrens Playground Company to discuss the above needs, understand lifespan of oak sleepers if covered in bitumen and find out her lead time.

An email had been received from a member of the public concerned that children like running around in the bike trail area and those older children on bikes should not be allowed until the younger children have finished. She reported that disagreements have broken out between the parents of the different age group children. **ALJ will respond to the writer**, indicating that whilst unstructured play is important for small children priority is to be given to those with bikes on the and that the BMX track. There used to be a sign on the fence indicating that users should be aware of bikers but this has disappeared. **ML will order new sign,**

10.24.11 **Blandford Fly project**

MW has asked GE to take on project management. Need to speak to the Environment Agency who will liaise with landowners to obtain permission to carry out the work. **ALJ to ask Arash if he has looked at the 24/25 budget with a view to providing further funding. GE to contact Environment Agency,**

10.24.12 **Highways/footpaths**

Greg Elphick is the parish footpath warden and walks most paths regularly.

10.24.13 **Community Land Trust**

ML reported that the website is nearing completion and it is hoped it will launch this week. Membership will be sought through the website.

10.24.14 MCNP

CDC will launch their local plan within the next few weeks. The first version will be going to the Scrutiny Committee on 4th November, followed by a consultation period. CDC has asked MCNP to delay their further consultation on the neighbourhood plan until February.

10.24.15 Buildings

- **Village hall** - The bin store by the village hall is damaged and Barbara Brewer (Chair of VHMC) has asked if it could be mended. **ML will look at the fence and suggest a solution. CF to respond to BB**
- **SART** – Wifi has been installed in the SART and is fully functional

10.24.16 Correspondence

An email had been received regarding the amount of Himalayan Balsam growing in the village. CF to draft response to Peter Sage – **ALJ will speak to Carl first.**

10.24.17 Committee Reports

Allotments report received
Orchard AGM 13th November - GE to attend

10.24.18 Planning

[24/00857/DISC](#)

Cedar Lodge North Side Steeple Aston OX25 4SE

Discharge of Conditions 3 (slate sample), 4 (brick sample), 5 (glazing), 6 (doors, windows, rooflights), 7 (proposed opening), 8 (rainwater goods), 9 (roof, eaves, verges) and 10 (pipe runs) of 23/02833/F

[24/02576/TCA](#)

Paines Cottage Paines Hill Steeple Aston OX25 4SQ

T1 Beech 'dawyck' Crown lift lower crown only to 2.5 meters from ground level, by reducing and removing to source secondary laterals only, to increase light ingress in to gardens.

10.24.19 Website

The Clerk had recently attended OALC training and is working through the list of items which are required to be on the website.

07.24.19 Finance – The following accounts were approved for payment and will be authorized by ALJ and ML.

Payee	Detail	Total Amount	VAT	paid
Parkland fencing	S106 – SART	4917.60	819.60	23/9/24
TP Jones	payroll	62.40	10.40	
Glasdon S1895107	dog bin	153.82	25.64	
Oxford Diocese 16788	Allotment rent	517.00		
Nigel Prickett 2356	grasscutting	416.40	69.40	
Cathy Fleet	clk sal October	405.88		
Bournemouth University	Blandford fly			
	Scoping study	6060.00	1010.00	
Moore 326560	external audit	378.00	63.00	
Cathy Fleet	clk expenses	40.90		

Receipts

CDC	precept	18446.50
CDC	SAPC/S106/4	2694
CDC	SAPC/S106/5	4098.00

SACCA

Allotment rent

517.00

The bank reconciliation was accepted and approved.

The conclusion of audit was noted and all documents have been published on the website

It was agreed to transfer £20K to the Savings account from the current account

It was agreed that Mat Watson and Greg Elphick be added to the bank mandate as signatories.

Clerk to action

Date of next meetings

3rd Monday of the month

18 November

Precept meeting 6th January 8.00pm Chancel Cottage

Other matters

Signed Date

ACTION LIST SUMMARY

No	Action	Owner	Update
Sept24.04	ML to get shed key back from Graham Porcas	ML	Outstanding
Sept24.05	HW to post on Facebook/website to identify flooding hotspots	Helen Wright	
Sept24.06	Playground - CC will repair the basket swing. ML to arrange repairs to table tennis table. Repairs have been attempted but wood filler will not set in the current weather conditions.	CC	Outstanding
Oct24.01	Clerk to find out requirements for recycling facilities for a village of this size	CF	
Oct24.02	Playground : ALJ will speak to Childrens Playground Company to discuss the above needs and find out her lead time ALJ will respond to the writer of the letter regarding the BMX track ML will purchase a new sign for the BMX track	ALJ ALJ ML	
Oct24.03	Blandford Fly project - ALJ to ask Arash if he has looked at the 24/25 budget with a view to providing further funding	ALJ	
Oct24.04	Bin store fence - ML will look at the fence and suggest a solution. CF to respond to BB		
Oct24.05	Banking – Clerk to transfer £20K to savings account Clerk to prepare paperwork for changes to bank mandate	CF CF	