

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 18th November 2024**

Present: Angharad Lloyd Jones (AL-J) [chair], Martin Lipson (ML), Peter Dammermann (PD), Charlotte Powell (CP), Greg Elphick (GE)

Members of the public: Helen Wright (for SAL), Cllr Andrew McHugh and 1 member of the public were present.

In attendance: Cathy Fleet (Clerk)

11.24.01 Apologies No apologies were received

11.24.02 Declarations of Interest: Mr. Lipson declared an interest in SAVA. PD declared an interest in Agenda item 11 – planning, and left the meeting during this discussion.

11.24.03 Minutes of the last meeting held on 21st October 2024 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

11.24.04 Public Participation :

The member of the public present was attending in connection with moving the speed limit out and the SID on Southside. He asked the PC if it was possible to purchase another SID and was informed that the PC could not allocate budget for that purpose at this time. Cllr McHugh said that North Aston and Somerton are currently considering the use of S106 funds for SIDs but this would not be applicable for Steeple Aston. Highways have not responded to requests sent for the national speed limit signs to be changed nor to the request for an additional socket for the existing SID. Various suggestions were put forward to reduce speeding along Southside past Townend including cleaning/painting the existing gate, providing better signage, reinstating the Community Speedwatch team. The member of the public volunteered to clean up the existing gate. An article will be written in SAL appealing for volunteers for the Speedwatch team. **ALJ to ask Cllr Fatemian to speak to Highways.**

11.24.05 Clerk's Report and Actions from previous meeting

No	Action	Owner	Update
Sept24.04	ML to get shed key back from Graham Porcas	ML	Completed. The shed contains 15 bags of salt, chairs from the VH, Road mending equipment which Graham Porcas no longer uses, and 20 slugs!!!
Sept24.05	HW to post on Facebook/website to identify flooding hotspots	Helen Wright	Action closed
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 Pending until next summer
Oct24.01	Clerk to find out requirements for recycling facilities for a village of this size	CF	Emails have been sent to CDC but no responses received. Clerk to forward emails

			to Cllr MCHugh to action,
Oct24.02	<p>Playground : ALJ will speak to Childrens Playground Company to discuss the above needs and find out her lead time</p> <p>ALJ will respond to the writer of the letter regarding the BMX track</p> <p>ML will purchase a new sign for the BMX track</p>	ALJ ALJ ML	Agenda Item 7
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	Agenda item 8
Oct24.04	<p>Bin store fence - ML will look at the fence and suggest a solution.</p> <p>CF to respond to BB</p>		The posts need replacing and quotes will be obtained, completed
Oct24.05	<p>Banking – Clerk to transfer £20K to savings account</p> <p>Clerk to prepare paperwork for changes to bank mandate</p>	CF CF	Completed In hand

11.24.06 Reports from OCC/CDC

Cllr McHugh reported that CDC's priority currently is the Local Plan which is under review and is now open for consultation. He is coordinating drainage plans for various villages in his ward, including Steeple Aston.

11.24.07 Play area/Teenage facilities

ALJ has made some progress in amending the proposals, and suppliers are willing to work together.

Decisions need to be made regarding the boundary fencing - one supplier was willing to provide bitumen covered oak, but have changed to a preserved oak which would have a 15-20 year life span. Replacing just rotten sections with this preserved oak is the cheapest options at £65K . The same supplier is willing to replace the whole perimeter with robina wood which would be £14 with a lifespan of 20-30 years. The third option is recycled plastic sleepers which would have indefinite lifespan at £14.5K. Another option is to use a low level brick wall instead of sleepers with mosaic or suchlike above. CC suggested having recycled plastic beams below ground and oak beams on top of that - **ALJ to find out if this is an option. ALJ will circulate all specs and figures from suppliers. Lead time of both suppliers is a 6-8 weeks – ALJ to check expiry date on quotes.**

Toilet – there had been complaints about the condition of the toilet, which and been forwarded to the cleaners – response is awaited.

BMX track - sign has not been ordered but will be done now wording is clarified.

Bench – GE has assembled the bench and disposed of the old one which he was thanked for.

11.24.08 Blandford Fly project

GE was asked to contact Environment Agency and Thames Water for permission to commence operations in the spring. It was noted that full permission has been gained from H&SE and Environment Agency for the proposed treatment and that Thames Water acknowledge the proposed spring 2025 dates and

have said they do not have any drinking water extraction points on the Cherwell. It was agreed that it would be courteous to inform landowners of the intention to proceed. The team at BUG has confirmed that costs remain the same and are drafting a Letter of Agreement. Cllr Fatemian has not responded to ALJ regarding funding. ALJ to chase Cllr Fatemian with Letter of Agreement once forwarded from GE.

11.24.09 **Highways/footpaths**

A suggestion had been made that large poppies for Remembrance should be put on relevant lampposts next November. It was agreed to find out further information regarding costs. **Clerk to obtain further information.**

A new bin has been installed by the kissing gate by The Beeches and PD was thanked.

The existing in by the bus stop will be replaced by a larger bin which PD has. **PD to put up.** The smaller bin will be put into storage until required

White Lines – OCC had promised to do a walk round the village regarding white lines etc, but this has never happened. A local carer had again contacted the school regarding the lack of lollipop lady/pedestrian crossing around the school.

ALJ to follow up with Highways.

11.24.10 **Community Land Trust**

It is now a registered body and residents are making membership donations and discussions are underway with land owners for registered sites.

11.24.11 **MCNP**

The Local plan draft went to the DC Scrutiny Committee and will go out to public consultation before Christmas until February. The version which went to the scrutiny committee gives a number of dwellings to be provided by the NP to 2042. Kirtlington's status has been changed and the figure of additional dwellings for the remaining villages is 100. SAPC agreed in the summer that it was appropriate to have approx 30-35 to 2040, Now Steeple Aston could be one of the major contributors to the changed figure of 100 with the remaining villages to consider if they can contribute towards the 100 in the Local Plan. CDC are no longer proposing a significant expansion of Heyford Park.

ML will keep the PC informed of any decisions made by CDC and any decisions which Steeple Aston may need to make.

11.24.12 **Buildings**

- **Village hall** - The bin store posts will be replaced once quote is received and agreed., .
- The foliage will be cleared before spring.ALJ will arrange walk around with Barbara Brewer and Margaret Bulleyment to identify areas of concern, **Clerk to respond to Margaret's email copying in ALJ**
- **SART** – Nothing to report, CC suggested the need to jet wash the steps and entrance to the village hall. **CF to find details of previous contractor. .**

11.24.13 **Correspondence**

A letter had been received regarding the church clock which requires a new switch at a cost of £120. It was agreed to make this payment, Consultation re virtual meetings and proxy voting – **All encouraged to respond to consultation**

- 10.24.14 Committee Reports**
Community Orchard AGM - GE attended and reported that it was well attended. The Committee was re-elected. The Finances are OK
 The Environment Committee will be invited to attend a PC meeting in February –
Action ALJ

- 11.24.15 Planning**
24/02766/F 30 Fenway Steeple Aston Bicester RETROSPECTIVE - Single storey side Under Consultation
 OX25 4SS extension and rear extension; first floor rear extension

Decisions
24/02460/TCA Cedars Barn, Northside **Treework - NOI APPROVED**

It was noted that the retrospective planning was under the name of a councillor. **ALJ to discuss with the Councillor.**

- 11.24.16 Website**
 NALC guidelines recommend that all parish councils have Gov.UK website and email addresses for greater security and visibility. James Lewin currently looks after the Village website and will be approached for advice. Action ALJ/CC

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

Payee	Detail/Inv No	Total Amount	VAT	paid
Costcutters	Bench	237.83	39.64	28/10/24
TTC Property Ltd	S106 Inv 1003	2011.10		
Penneys	21131	1658.40	276.40 *	
Penneys	21988	2242.80	373.80	
Nigel Prickett	2371	416.40	69.40	
Complete Weed control	4404	339.60	56.60	
Cathy Fleet	Clk sal Nov	634.98		inc backpay
Greg Elphick	reimbursement	122.25		
OALC	training CC	60.00	12.00	
OALC	Training PD	60.00	12.00	
Cathy Fleet	clk exp	11.99		
PCC	church clock switch	120.00		
Martin Lipson	BMX sign reimbursement	19.49		

* This invoice is outstanding from April – was never received

The bank reconciliation was accepted and approved
 It was noted that the NALC recommendation for clerk salary increase will be implemented in November backdated to April.

Date of next meetings

3rd Monday of the month

18 November

Precept meeting 6th January 8.00pm Chancel Cottage

Proposed dates for 2025

20th Jan, 24th Feb 17th March, 28th April, 19th May 16th June, 21st July, 15th Sept, 20th Oct, 17th Nov

Other matters

Signed Date

ACTION LIST SUMMARY

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.	CP	Outstanding Pending until next summer
Oct24.01	Clerk to find out requirements for recycling facilities for a village of this size	CF	Emails have been sent to CDC but no responses received. Clerk to forward emails to Cllr MCHugh to action,
Nov24.01	Public participation – ALJ to follow up with Cllr Fatemian re Highways non response	ALJ	
Nov24.02	Playground – ALJ to find out if wooden beams can be screwed onto plastic beams for the perimeter fence and will circulate all specs and figures from suppliers. <i>BMX track sign to be printed and put up.</i>	ALJ	
Nov24.03	Blandford FI – ALJ to follow up again with Cllr Fatemian re funding		
Nov24.04	Highways – ALJ to follow up village walk round with Highways. Clerk to enquire about costs for poppy project PD to replace South Side bus shelter bin with larger bin	ALJ CF PD	
Nov24.05	Village hall Bin store post – Confirm approach once quote received Foliage - Clerk to respond to Margaret's email copying in ALJ Jetwash – Clerk to find previous contractor details	ML CF CF	Completed Completed
Nov24.06	Committee reports – ALJ to invite Environment Committee rep to January PC meeting		
Nov24.07	Website - ALJ/CC to approach James Lewin for advice	ALJ/CP	