

**Minutes of the meeting of the Steeple Aston Parish Council held on
Monday 24th February 2025**

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

Members of the public: Paul Mann, Adam Nell, Cllr Arash Fatemian, Annie Sogdale for SAL

In attendance: Cathy Fleet (Clerk)

02.25.01 Apologies

Apologies had been received from, Cllr Andrew McHugh

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

02.25.03 Minutes of the last meeting held on 20th January 2025 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

02.25.04 Public Participation :

Paul Mann, Oxfordshire Resilience Team, Agenda Item 14.

Adam Nell is anticipating a by election for Deddington Ward. Cllr McHugh will stand down. Adam will be standing for election on behalf of the Conservative party. He said he will be more likely to attend meetings regularly than previous District Councillors.

02.25.05 Clerk's Report and Actions from previous meeting

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	Will be carried out as part of playground refurb. Pending until next summer
Nov24.04	Clerk to enquire about costs for poppy project PD to replace South Side bus shelter bin with larger bin	CF PD	Completed. Will be taken on by SAVA. Knitted poppies may not be required Outstanding
Nov24.05	Village hall Bin store post – Confirm approach once quote received	ML	ML to chase. Outstanding
Jan25.01	Playground - It was agreed to proceed with recycled plastic sleepers. ALJ will ensure suppliers will honour the figures originally provided and circulate the results	ALJ	Agenda item
Jan25.02	Blandford Fly project - . MW will request a written quote and contract ALJ to contact other PC chairs asking for support	MW ALJ	Agenda item
Jan25.03	Highways - GE to contact Graham Porcas to find out his position as Superuser	GE	GP has prepared an entry for SA to explain what he is able to do and what he can't do. Will be in Aril Sal. GE to get shed key back from Barbara Brewer

Jan25.04	ML asked if SAPC wish to confirm that the allocation of about 30 new homes in the village still stands. It was resolved that this is confirmed.		
Jan25.05	Emergency Plan - ALJ will respond to the letter in SAL. ML will contact Jon Boyce regarding the Oxfordshire Resilience Scheme	ALJ ML	Agenda item Completed
Jan25.06	Noticeboards - CC will obtain further quotes and ask George Brown if can repair the noticeboard at the bottom of Harrisville	CC	Board by Harrisville will be fixed by Nick Powell.
Jan25.07	Planning – ML will draft responses to various applications	ML	completed

02.25.06 Reports from OCC/CDC

Arash – Blandford fly – has spoken to director of public health but budget had already been set for next year. The Director of Public health is aware and Arash will pick up in May if re-elected

02.25.07 Finance

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

Payee	Detail/Inv No	Total Amount	VAT	paid
Community First	Subscription	55.00		
Penneys	22246	2452.80	408.80	
Cathy Fleet	clk sal Feb	419.94		
JRB Enterprise	28015	69.90	11.65	
OALC	subs	300.00	50.00	

The paperwork for the bank mandate was signed and will be submitted by RFO

02.25.08 Play area/Teenage facilities

Paperwork had been circulated prior to the meeting.
£32,274 will be required out of S106 monies Paperwork will be submitted by ML and invoices dealt with by RFO. **ALJ to provide evidence of 3 quotes for ML to send to CDC.**

A report had been made that the toilet is blocked. This has been investigated by the Clerk and it was found that it is functioning, but very slowly. **Clerk to ask Broughton Drains and others for quote for camera survey.**

02.25.09 Blandford Fly project

Survey done in June report Aug/Sept. Engagement with Thames Water & Environment agency and sent scoping report. No issues confirmed in writing by Environment Agency.. Thames Water also not concerned . Consultation with other parish councils – OCC didn't respond to funding request. Requested funding from other PCs Kildington and LH agreed - Deddington and Kirtlington declined for budget year 24/25.. No response from UH, Somerton, Shipton, Thrupp. Some residents very against the proposals due to cost and damage to other species . GE attended meeting chaired by a resident of Tackley – qualified

people with relevant PhDs etc and it was suggested that there is a need to do baseline survey e.g. what species currently exist in the area. The representative attending from the Environment Agency back-pedaled on their original agreement to the proposal. GE fed back to BUGS – who were not surprised. BUGS will not proceed without unqualified support of Environment Agency.. Next steps – get costs for baseline survey. Ensure BUG know SAPC wont pay total cost. Ask Healthcentre / pharmacy for stats on patients suffering bites. CDC has public health duty – Adam Nell suggested making contact with CDC Public Health Department and will email clerk with details.

02.25.10**Highways/footpaths**

ALJ met with Kat Gash, OCC Highways, and went through all details previously discussed: white lines within Grange Park at the T-junction with Fenway – will put in request

Grange Park/Fenway adjacent to the junction - Kat said this is unlikely to happen – not worth making application. ML disagreed.

Kat will write report and forward to ALJ who will circulate to councillors.

Encroaching foliage and off road parking prevents bus getting through – personalised approach for residents with off road parking suggested wrting/speaking to resident. Letter to be drafted.

Grass cutting – increase by 5% to £365 per cut. Clerk to respond to Nigel

Weed spraying – increase to £584 – agreed but change to April for 1st spray

Sold signs – should be removed by estate agents 14 days after sale

Road sweeping Fenway/Water Lane/Northside– Arash to request

Town End Speed limit signs – Arash to sort

SID signs showing 30mph in 20mph – Kat Gash will put on her list

02.25.11**Community Land Trust**

A meeting of members held in January was well attended by 38 people. List of other things apart from housing suggested during the meeting had been circulated prior to the PC meeting, Some things in remit of Environment sub-committee to be passed on for implementation. **CP to raise at Environment meeting tomorrow,**

02.25.12**MCNP**

The revised Neighbourhood Plan is planned to go out for 2nd consultation in March. No changes to SA proposals. Local plan consultation to 2042 finishes tomorrow

02.25.13**Dr Radcliffe's Trust Trustees**

A paper had been submitted by clerk to Dr Rads and circulated to all councillors. The Trust wanted to change appointment of trustees to be in line with Charities Commission Policy to enable trustees to elect next trustees rather than revert to other bodies for nominations. They cannot change connections to Church which must still nominate trustees. The PC currently nominates 2 trustees. **Chair will write to Sec of Trustees agreeing to the proposals.**

02.25.14**Emergency Plan**

ML introduced Paul Mann from the OCC Oxfordshire Resilience Team. There is statutory duty by OCC for emergency plans – they are based at Fire HQ covering

the whole of the Thames Valley. There is a need to identify local risks, e.g. aircraft, railways. Have sent ML templates, need to have a list of safe locations, contact list, GDPR will be required as a matter of caution if vulnerable people need to be contacted in an emergency, Triggers in the plan e.g. weather warning, flood warnings leading to trees down etc. Local resources up to £20K in grants available, eg. for chain saws, snow ploughs, generator first aid kit, upgrade to resource centre. PM will provide details to Clerk. Some parishes have activated emergency plan eg. Duns Tew re flooding before Christmas. Next steps – write community response plan, request advice from PM. Identify individuals who would be part of a response group. **ML to update plan, circulate to councillors and send to Paul Mann.**

02.25.15

Buildings

- **Village hall**
 - Update on WiFi - MW will be meeting with John White to discuss. MW spoke to Raj, the owner of the shop, who would provide public Wi-Fi for £30 pm approx. It was agreed not to accept this offer. MW to update on John White meeting.,
 - The sub leases are still not finalised.
- **SART** – Nothing to report.

02.25.16

Correspondence

Letter received re Wincote Planning – The owner of Wincote has now started planting large hedges to muffle the noise from heat pumps. The pool house was approved in the original plans but is believed to be higher than originally thought. **ALJ will respond to the writer suggesting that more evidence will be required before CDC will take any action and that it should be sent direct to CDC.**

02.25.17

Committee Reports

No reports from any meetings

02.25.18

Planning –The following planning documents had been received:[25/00173/F](#)

Cowslip Cottage Cow Lane Steeple Aston Oxfordshire OX25 4SG	Two storey rear extension. New garden outbuilding consisting of greenhouse and shed. NO OBJECTION	28/01/2025
--	--	------------

[25/00146/LB](#)

Rectory Farm House North Side Steeple Aston Bicester OX25 4SE	Addition of a roof vent to the north facing slate roof to provide extraction to main family bathroom NO OBJECTION	23/01/2025
--	--	------------

[25/00001/CLUP](#)

The Coach House South Side Steeple Aston OX25 4RY	Certificate of Lawfulness of Proposed Development for the installation of 20 solar panels on an existing pitched roof NO OBJECTION
--	---

Decisions
25/02766/F

30 Fenway

APPROVED

02.25.19

Website

No update

Other matters

Clerk training approved

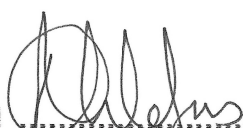
Clerk will be absent for May meeting but will prepare paperwork and someone will be found to take the minutes

01.25.20**Date of next meetings****3rd Monday of the month**

Dates for 2025

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

Signed



Date

17/03/25

ACTION/DECISION LIST SUMMARY

Sept24.06	ML to arrange repairs to table tennis table. Repairs have been attempted but wood filler will not set in the current weather conditions.	CP	Pending until next summer
Nov24.04	Clerk to enquire about costs for poppy project PD to replace South Side bus shelter bin with larger bin	CF PD	Completed. Will be taken on by SAVA. Knitted poppies may not be required Outstanding
Nov24.05	Village hall Bin store post – Confirm approach once quote received	ML	ML to chase. Outstanding
Jan25.03	Highways - GE to contact Graham Porcas to find out his position as Superuser	GE	GP has prepared an entry for SA to explain what he is able to do and what he can't do. Will be in Aril Sal. GE to get shed key back from Barbara Brewer
Feb25.01	Playground – ALJ to progress refurbishment	ALJ	
Feb25.02	Toilet – Clerk to contact Broughton Drains and others for quote for camera survey.	CF	
Feb25.03	Blandford Fly project GE to get costs for baseline survey. . Ask Healthcentre / pharmacy for stats on patients suffering bites. Contact CDC public health.	GE GE GE	
Feb25.04	Dr Radcliffe's Trust – Chair to respond to Clerk agreeing to proposals	ALJ	Completed
Feb25.05	Emergency Plan - ML to update plan, circulate to councillors and send to	ML	

	Paul Mann.		
Feb25.06	Planning – ALJ to respond to writer of letter	ALJ	