



THE CAUSEWAY

STEVENTON PARISH COUNCIL

Mr.s. Angela Einon, Parish Clerk

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Minutes of a Meeting of Steventon Parish Council held on Tuesday 5th April 2016 at 7.00 p m in the Village Hall Millennium Room

1. APOLOGIES FOR ABSENCE

Apologies were received from Mr. J Bennett, Mr. J Spiller, Cllr S Lilly(OCC) and Cllr M Barber(VWH).

2. PRESENT

Mr. R Bosley, Mr. J Clark, Mrs C Denton, Mr. R Green, Miss L Humphries, Dr C Wilding and Mr. R Wilkinson. Mrs A Einon (Parish Clerk) was in attendance. There were nine members of the public present.

3. DECLARATIONS OF PECUNIARY INTERESTS AND OTHER DECLARATIONS

To receive any declarations of disclosable pecuniary interests, and other declarations, in respect of items on the agenda for this meeting.

There were no declarations.

4. PUBLIC PARTICIPATION

4.1. Network Rail

Nothing had been heard from Network Rail or OCC regarding plans for Stocks Lane and electrification. Ed Vaizey's assistant had agreed to chase up the long awaited documents. The feeling of the meeting was that Network Rail are employing delaying tactics and communication had been disgraceful. Concern was again expressed about what happens when the Causeway crossing barriers fail or is closed for maintenance, as has happened frequently lately, if there is no alternative via Stocks Lane.

4.2. Street Names

Milbank Way had no signage which led to problems with delivery lorries trying to find the address. The Clerk would contact the Vale and find out why the signs had not been installed and who was responsible.

Action 16/4/01: Clerk

4.3. Police Commissioner elections

Who was standing, no information had been received on candidates. The Clerk would find out and publish in the Steventon News.

Action 16/4/02: Clerk

4.4. Devolution

Members of the public had hoped that at least one of our elected Councillor's would be present at the meeting to explain the current situation.

5. REPORT FROM ANY COUNTY OR DISTRICT COUNCILLOR IN ATTENDANCE

No Councillors were in attendance.

6. APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the meeting held on Tuesday 1st March 2016 were accepted as a true record.

Proposed: Mr Wilkinson. Seconded: Dr Wilding

7. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING – REPORTS ON ACTIONS

7.1. Registration of Parish Council Land

Mr Green's son had agreed to do appropriate drawings to send to the Land Registry along with the application forms. They would then tell us how many could be pooled together.

Action 16/4/03: Mr. Green

7.2. Ditch clearance programme

The Clerk had not heard from White Horse construction as to a start for the work.

Action 16/4/04: Clerk

7.3. De-fibrillator for Steventon

The plaque was now in place.

7.5. Litter bins

The bins had now been installed; the delay was due to the concrete base being much larger than anticipated.

7.6. Review computer hardware, software and storage used by the Clerk

The printer had been purchased and set up was ongoing it was considerably larger than the original.

7.9. Annual inspection by ROSPA

Mrs Denton explained that the swings required modifications to the chains; this appeared to be fairly straightforward but involved the use of a ladder. Mr Wilkinson and Mr Clark agreed to look at the problem. The usual problem of a trip hazard at the edge of the soft surface did not seem to have a simple solution in that in previous years more earth had been placed to bring the levels up, but it did not last very long. It may be possible in one area particularly to cut back a sharp corner. The Clerk reported that the broken rung in one of the ladders had been repaired.

Action 16/4/05: Mrs Denton, Mr Wilkinson, Mr Clark

7.10. Archive with OCC

Mr. Spiller had provided some archive containers and had volunteered more if required.

7.11. Flood contingency Plan

Mr. Green had found that an application for funds did not need to be done immediately and had the form in hand.

Action 16/4/06: Mr. Green

7.12. Tree safety

Mr. Bosley had still to meet Mr. Hall to discuss the programme.

Action 16/4/07: Mr. Bosley

7.13. Traffic calming

Mr. Green proposed setting up the machine to test and download information. Time of display and duration was variable. Approval was required from Highways before putting it on to the main roads. Mr Wilkinson had provided the necessary cable.

Action 16/4/08: Mr. Green

7.14. Ditches

The Clerk had written to the local landowners and developers requesting they indicate on a map the ditches that they felt were in their charge and for them to ensure that all were free flowing.

8. ANNUAL PARISH MEETING

The Annual Parish meeting would be before the next Parish Council meeting. It was suggested that an update to the Neighbourhood Plan should be included on the Agenda.

9. ITEMS FROM RISK ASSESSMENT ACTION SCHEDULE.

9.1. Councillors to be reminded annually of need to read and understand Procedural Documents

9.2. Check made quarterly to ensure no personal details of the general public are held on computer
No personal details were retained.

9.3. Bi-annual check of Headstones by Council Member(s)

The working party would meet on Sunday 24th April at 10.30. Miss Humphries would be unable to attend.

10. WORKING GROUP, SUB-COMMITTEE AND REPRESENTATIVES ACTIVITIES

12.1. Finance and General Purposes Committee JB, RB, JC,LH,CW, Clerk

Not met

12.2. Planning Committee RB, CD, RG, JS, CW, Clerk

Not met

12.3. Burial Ground CD, LH, RW, Clerk

Not met

12.4. Neighbourhood Plan RB, RG, JC, JS, CW, Clerk and volunteers: Lorraine Atkins, Laura Bosley, Nigel Goode, Avril Ivin, Nick Thompson

Work continues on sustainable environment assessment and we are still trying to get a response from Charlotte Cloner. Two members of the working group were attending a meeting in Bicester and it was hoped that they would be able to get a response from her.

At the last meeting it was agreed that HR Wallingford should be retained and a meeting had been held to discuss the scope that could be covered by the sum of £5000. It would give ammunition on drainage for developments and the requirement of maintenance needed. The agreement was signed by the Chairman.

12.4.1 Open Spaces – Trees, Greens, Waterways and Footpaths RB, JC, LH, JS, RW,

The tree working group would meet on Sunday 10th April.

12.4.2 Recreation and Leisure – Playground, Sports Hall RB, CD, RG,CW – Nigel Goode

12.4.3 Village Infrastructure – Railway, Roads, Drains JB, RB, RG,JS,CW – Nick Thomps

The footpaths and waterways at the end of Milton Lane were suffering from falling conifers. The Clerk had written to Nick Turner but the Environment Agency had been doing work to clear the Ginge in that area.

12.4.4 Houses and Planning – RB,JC,CD,RG,JS,CW, - Laura Bosley, Avril Ivin

The sub groups were working out wording for entry into the scoping report..

12.5. Sarinc RW, CD

13. FINANCE

13.1. ACCOUNTS 2015-16

The accounts to date were circulated and discussed. Proposed: Mr. Green. Seconded: Mr Wilkinson

13.2. Cheques for Signature

Payable	Description	Net amount	vat	Total	cheque no
1 Mrs. A Turton	Litter collection March £190 plus black bags Invoice 135	£195.00	£0.00	£195.00	2218
2 Angela Eion	Clerk's salary March £475.58 gross £380.58 plus Office expenses £16.67 reduced by £1.20 to agree P60	£396.05	£0.00	£396.05	2219
3 Andrew Pajak	Replace rung in ladder at St Michael's play area	£50.00	£0.00	£50.00	2220
4 Angela Eion	HMRC PAYE to year end	£285.31	£0.00	£285.31	
5 Angela Eion	Prize money for questionnaire winners 3 x £50	£150.00	£0.00	£150.00	
6 Angela Eion	Talk Talk February	£25.69	£0.00	£25.69	
		£461.00	£0.00	£461.00	2221
2017-18					
7 Community First Oxfordshire	Membership 2016-7 year	£70.00	£0.00	£70.00	2222
8 Angela Eion	Dell printer with additional cartridge	£336.00	£67.20	£403.20	
9 Angela Eion	Amazon Software Photoshop elements 14	£41.02	£8.20	£49.22	
10 Angela Eion	Engraving World plaque	£6.50	£1.30	£7.80	
11 Angela Eion	First Class stamps	£30.72	£0.00	£30.72	
12 Angela Eion	1&1 Domain	£11.99	£2.40	£14.39	
		£426.23	£79.10	£505.33	2223
13 Rainbow colour	Flyers in January	£40.00	£0.00	£40.00	2224
14 Causeway Electrical	Banding	£15.05	£3.01	£18.06	2225

13.3. Financial year 2015-16

The Annual governance statement 2015-16 was read and approved; all parts of Section 1 received a yes response, apart from 9 which is a n/a.

14. Correspondence

14.1. Received

2/3/16	E	RG<Alan Durham	Emergency crossing meeting and press release re prosecution	
2/3/16	E	Alison Jarrett	Agree internal Auditor for 15-16	

2/3/16	E	Mike Biggs HR Wallingford	Arrange meeting to sort scope of employment	
2/3/16	E	Jon Spiller	Ditch photos	
2/3/16	E	David Wall	Printer purchase advice	
2/3/16	E	RG>	S106 Beth Elkin will pull together available funding	
2/3/16	E	Ian Hudspath	Devolution	
2/3/16	E	Mike Briggs	Postal address Parish Council	
2/3/16	E	RG>Mike Briggs	Postal address and possible meeting dates	
3/3/16	E	Planning	Acknowledgement of planning return	
3/3/16	E	Cllr S Lilly	Devolution and unitary authorities	
3/3/16	E	Planning	Acknowledgement of return	
3/3/16	E	Blazdell Tina	Well medical account detail request	
4/3/16	E	Fixmystreet	Mr Green will speak to owner	
4/3/16	E	Jeremy Lloyd	Check and update members interest	
4/3/16		Community First Oxfordshire	Membership renewal	
7/3/16	E	Brendan Ludden>RG	Flooding	
7/3/16	E	Cllr S Lilly	A4415 road closed overnight	
7/3/16	E	Cllr s Lilly	Local council governance	
7/3/16	E	John & Ann Watten	MPLG problems	
8/3/16	E	Jack Jarvis	Parking	*
8/3/16	E	Mike Briggs>RG	Details required	
8/3/16	E	Need not Greed	Coalition with different view of Oxfordshires future	
8/3/16	E	RG>Mike Briggs	Meeting 14 th to establish needs	
8/3/16	E	Community first Oxford	At a glance	
8/3/16	E	Sue Hunt	Oxfordshire Neighbourhood Planning roadshow 16 March	
8/3/16		HM revenue and Customs	Change of VAT form	
8/3/16		Sarah Midwinter	Paperwork regarding Steventon left by Mr Midwinter	
9/3/16	E	Joe Bennett	Support Need not greed	
9/3/16	E	Alexander Pyle	Compost giveaway April	
9/3/16	E	Robin Wilkinson	Linden car park flooded	
10/3/16	E	John Clark	Parking	
10/3/16	E	Steve Parsons	Tree in Barnett Road	
10/3/16	E	Johnson, Dave – Community Safety	Annual Parish survey	*
10/3/16	E	RG><Mike Briggs	Meeting Cherry Tree 5.30	
10/3/16	E	Karen Dodd	Garden town Didcot Briefing	
10.3.16	E	Cllr M Barber	Newsletter	
11/3/16	E	John Clark	Spoken to Jane Hornsby re parking	
11/3/16	E	Jan Gossett	Courses and S137	
11/3/16	E	Lucy Creed	Swimming and parking	*
11/3/16	E	Jeremy Biggs	Help find clean water in Ock catchment area	
11/3/16	E	Clarke, Peter – Corporate Services	Public Service reorganization for Oxfordshire	
12/3/16	E	Richard Webber	Apologies for MPLG meeting	
12/3/16	E	Cllr S Lilly	Access for A4130 nighttime	
12/3/16		Mr & Mrs M Burgess	Parking outside 2a Hanney Road	*
15/3/16	E	Alexander Pyle	Ardley ERF tour 12 April	
15/3/16	E	Marcia Bevier	Update on electoral roll	
15/3/16	E	SLCC	Newsletter	
15/3/16	E	RG>Mike Briggs	Thank you for meeting yesterday links to applications	
15/3/16	E	Peter Clarke, Corporate Services	Scope of independent review of unitary authority for Oxfordshire	
15/3/16		Lisa Melotti	Bench outside kitchen window concerns	*
16/3/16	E	Clarke Jane	T4100 Closure of Causeway crossing one day 4 th April	
16/3/16	E		Milton Park Liaison group meeting	
18/3/16	E	Healthwatch Oxfordshire	Online newsletter link	
18/3/16	E	Planning South Oxfordshire	Call for sites	

18/3/16	E	Cllr S Lilly	T4100 Closure	
18/3/16	E	VWH	The council has received a planning application amendment (no. 1), on application P15/V2892/LB, for development work at the following location: Lindisfarne Milton Lane Steventon	
18/3/16	E	VWH	The council has approved a planning application, reference P16/V0137/FUL, for development work at the following location: The Gables 39 The Green Steventon Abingdon	
20/3/16	E	1&1	Upcoming domain renewal	
20/3/16	E	Nick Turner	Planning for parishes petition	
20/3/16		Network Rail	Safety Notice regarding electrification	*
21/3/16	E		Milton Park Liaison Group Agenda	
21/3/16	E	Hannah Worker	Wildlife meet Tesco car park	
22/3/16	E	Supported Transport	Subsidised bus transport	
22/3/16	E	Cllr S Lilly	County Councillor update	
23/3/16	E	Karen Dodd	Response re Garden City briefing	
23/3/16	E	RG><Mike Briggs	Agreement	
24/3/16	E	Cllr S Lilly	Security after the Brussels attack	
24/3/16	E	Alexander Pyle	Ardley ERF tour fully booked further one on 7 June	
24/3/16	E	CPRE	How many houses do we need?	
24/3/16		VWH Planning	Amended P15/V2892 Lindisfarne Milton Lane	*
24/3/16		BDO Stoy	Audit requirements	
25/3/16	E	VWH	The council has refused a planning application, reference P14/V2348/FUL, for development work at the following location: Land at Manor Farm Church Lane Steventon	
26/3/16		Corporate Strategy VWH	Grants for Queen's birthday celebrations	
26/3/16		HR Wallingford	Offer of services Drainage and Flood risk	*
28/3/16	E	Lynn Purbrick	Copy of email to OCC re blocked storm drain	
29/3/16	E	Karen Dodd	Didcot Garden town	
29/3/16	E	Sally Buche	Ruth Brunswick memorial bench	*
29/3/16	E	Need not Greed	Consider support	*
29/3/16	E	Carol Mackay	Emergency Plan revision of previous	*
29/3/16	E	Lauren Watts	Steventon field	
30/3/16	E	Planning policy south	Apology	
30/3/16	E	Jan Gossett	OALC March newsletter	
31/3/16	E		Milton Park minutes	
31/3/16	E	Thames Valley	Police open day 6 August	
31/3/16	E	RG>Charlotte Colver	Neighbourhood Plan strategic assessment requirement	
31/3/16	E	Jon Spiller	Re Trees	*
31/3/16	E	Jeremy Biggs	Update on clean water Ock	
31/3/16	E	J Bennett	Apologies for meeting 5 april	
31/3/16	E	J Gossett	Financial briefing	
31/3/16	E	Ed Vaizey	Local news	
31/3/16	E		Today's MPLG meeting	
31/3/16	E	RG><Beth Elkin	S106 agreements	
1/4/16	E	Gateway HMRC	Successful submission	
1/4/16	E	Engraving World	Order received	
1/4/16	E	Dell	Order received	
2/4/16	E	Sarinc	January Minutes	
2/4/16	E	Peter Clarke Corporate Services	Public service reorganization for Oxfordshire	
3/4/16		Rebekah Swift	Paddock rent and fence request	*
5/4/16	E	Thames Valley police	Crime prevention and property marking	
5/4/16	E	1&1	Renewal invoice	
5/4/16	E	Steve Parson	Tree in Barnett Road resolved	

14.1.1 Parking by the church

The swimming meetings had now finished. Lucy Creed had written to suggest the school car park may help. Mr Clark had spoken to the church wardens and the problem would seem to have been solved at present.

14.1.2 Community safety – Annual Parish Survey t

Mr Green would complete and return the forms.

14.1.3 Mr & Mrs Burgess – Parking outside 2a Hanney Road

A request for a letter stating the position of the Parish Council, the clerk to extract details from the Minutes and circulate.

Action 16/4/09: Clerk

14.1.4 Network Rail

Require acknowledgment of letter explaining electrification in an area not relevant to Steventon. Suggest respond in the same timescale that they have still not replied.

14.1.5 Ruth Brunswick memorial bench

An application to install a bench near the bus stop on the Little Green was considered and approved. The Clerk to write with conditions as to its design make up and installation also that should it not be maintained by the donor, the bench will be removed.

14.1.6 Rebekah Swift – maintenance of paddock fence.

The Burial ground working party would inspect the fence at their meeting on 24th April.

14.1.7 Lisa Melotti – bench outside window concerns

This was passed to the Causeway Trust as the bench is the one installed by them, in memory of Jack Dean.

14.1.8 Beacon lighting

There will be a beacon lighting, by the Binning family, to honour the Queen's 90th birthday at the trig point, on 21st April, all are welcome.

14.1.9 Need not Greed

Generally support the aims and would like to hear of any public meetings we could attend.

14.2 Sent

3/3/16	E	VWH Planning	Return forms	
3/3/16	E	Registration southandvale	P16/V0378/DIS Land off Barnett Road The Parish Council is extremely concerned that the Planning Department is even considering a discharge of conditions on drainage, when there is no foul sewer available.	
4/3/16	E	Tina Blazdell	WEL medical account update	
8/3/16	E	Jack Jarvis	Acknowledge email re parking	
13/3/16	E	Chris Wilding	Thames Water for wildlife	
15/3/16	E	Alison Jarrett	Invoice and request for internal audit	
28/3/16	E	Karen Dodd	Garden briefing will be attended	
28/3/16		Stewart Lilly	Agenda and Minutes	Post
28/3/16		Matthew Barber	Agenda and Minutes	Post
30/3/16	E	Lauren Watts	Steventon field	
31/3/16		Linden Homes	Letter and map with sae re ditches	Post
31/3/16		David Wilson Homes	Letter and map with sae re ditches	Post
31/3/16		Miller Homes	Letter and map with sae re ditches	Post
31/3/16		Robert Tyrrell	Letter and map with sae re ditches	Post
31/3/16		Richard Binning	Letter and map with sae re ditches	Post
31/3/16		Rodney Bitmead	Letter and map with sae re ditches	Post
31/3/16		A Mockler-Bennett	Letter and map with sae re ditches	Post
4/4/16		Homestart Southern	Donation letter and cheque	Post
4/4/16		Enrych	Donation letter and cheque	Post
4/4/16		Thames and Chiltern Air Ambulance	Donation letter and cheque	Post
4/4/16		South and Vale Carers	Donation letter and cheque	Post
5/4/16	E	Steve Parsons	Tree in Barnett Road	

5/4/16	E	Nick Turner	Trees and waterways	
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15. PLANNING MATTERS

15.1. Applications

15.1.1. P15/V2892/LB 04/12/2015 Lindisfarne, Milton Lane, Steventon, OX13 6SA
Replacement windows to front elevation.(additional and amended information received 17 March 2016).

No objection- the modified plan fits much more to the conservation area and surrounding.

16. MATTERS FOR FUTURE DISCUSSION AND INFORMATION

A suggestion that some of the art money could be used for new bridges at the Kings Arms and at the end of the allotments, to tie in with the proposed heritage trail.

A clock on the Sports and Social Club.

17. DATE OF NEXT MEETING 3rd May 2016

The meeting closed at 8.35 pm

APPROVAL Signed as a true record of the Meeting:

Name:

Position: Chair of the Parish Council

Signature:

Date: **3rd May 2016**