



THE CAUSEWAY

STEVENTON PARISH COUNCIL

Mrs. Angela Eion, Parish Clerk

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Minutes of the Annual Meeting of Steventon Parish Council held on Tuesday 7th May 2019 in the Village Hall Millennium Room

1. ELECTION OF CHAIR FOR 19-20 YEAR

Dr C Wilding was unanimously elected chair for the year. Mr R Green was elected as Vice-Chair

2. APOLOGIES FOR ABSENCE

Apologies were received from Cllr M Fox-Davies(OCC) and Cllr M Barber(VWH)

3. PRESENT

Dr C Wilding Chair, Mr J Bennett, Mrs C Brickwood, Mr J Clark, Mrs C Denton, Mr R Green and Mr J Rice. Mrs A Eion (Parish Clerk) was in attendance. There were seventeen members of the public present. Dr Wilding welcomed Mr John Rice to the Parish Council.

4. 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.

5. PUBLIC PARTICIPATION

5.1. Mountain bike trail

William Haywood explained his latest layout for bike jumps near the copse, which he has marked out on the ground. A meeting would be organised with all interested parties to decide the style and location of the jumps. Concern was expressed about safety, maintenance and rubbish removal.

5.2. Pedestrian crossing – Hanney Road

The pedestrian survey on 26th April was carried out by volunteers and children from the school. The results have been sent to OCC Highways for them to assess the site, power supply and write a consultation document. It is hoped for installation in the summer holidays.

5.3. Causeway/ Vicarage Road

Dr Wilding still chasing Network Rail.

6. CO-OPTION OF TWO ADDITIONAL COUNCILLOR'S. DEADLINE 24TH JUNE 2019.

There had been interest shown by two applicants and a possible third.

7. REPORT FROM ANY COUNTY OR DISTRICT COUNCILLOR IN ATTENDANCE

No Councillors were present Cllr Fox Davies had sent a report by email.

8. APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the meeting held on 2nd April 2019, were accepted as a true record, with the following clarifications

4.2 Add Hanney Road after Chicane

4.4 Enclose "wait till spring" with parenthesis.

11.1.2. Correct spelling to Mr Drozd.

Proposed: Mrs Denton. Seconded: Mr Bennett

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

9.1. Linden snagging

Ongoing

Action 19/05/01: Dr Wilding

9.1. Registration of Parish Council Land

Ongoing

9.2. Dangerous ditch Village Green

Installation of sign ongoing.

Action 19/05/02: Clerk

9.3. Crossing at Barnett/Hanney Road

See 5.2 above.

9.5. Little Green parking

Ongoing. The Parish Council agreed that further investigations and quotes should be obtained. Mrs Brickwood and Mr Bosley had yet to take this further.

Action 19/05/04: Mrs Brickwood/Mr Bosley

10. REPRESENTATIVE MEMBERS TO COMMITTEE, SUB-COMMITTEE, WORKING GROUP AND INDIVIDUAL REPRESENTATIVES FOR YEAR 2019-20

Membership of Committees and working groups was discussed. It was decided to amalgamate Open Spaces with Recreation and Leisure, and Village infrastructure with the Resilience group. The Houses and Planning working group were no longer required.

10.1 Finance and General Purposes Committee JB, JC, CB, JR, CW, Clerk

10.2 Planning Committee JB, CD, RG, CW, Clerk.

10.3 Burial Ground CD, CB, JC, Clerk

10.4 Recreation and Open Spaces – Trees, Greens, Waterways, Footpaths, Playground, Sports Hall JC, CB, RG, CW, JR

10.5 Village Infrastructure & Resilience – Railway, Roads, Drains JB, RG, JR, CW. Resilience volunteers Rosemary Howden, Simon Holloway

10.6 Sarinc CD

10.7 Neighbourhood Plan CB, RG, JC, CW, Clerk and volunteers: Lorraine Atkins, Laura Bosley, Dick Bosley, Nigel Goode, Caroline Miller, Jon Spiller, Nick Thompson

10.8 Other representative reports

10.8.1 Milton Park Forum CW, CB

11. FUTURE POLICIES, WEBSITE, COUNCILLOR EMAIL ETC.

A recommendation that all Councillors have email addresses dedicated to Parish Council business was discussed. The councillors were requested to create an email address, preferably in google using the suggested layout steventonpc.christian.surname@gmail.com. The website would be discussed at the next meeting.

12. WEED KILLING ON VILLAGE GREEN

It was explained that the email regarding weed killer had been confusing and the main object of the communication was actually a tree whose branches overhung the cricket outfield. Mr Clark agreed to look at the tree and its number to establish the action scheduled for September and report back to the next meeting.

Action 19/05/05: Mr Clark

13. ITEMS FROM RISK ASSESSMENT ACTION SCHEDULE

13.1 Standing Orders revised model

Standing orders had been circulated to all Parish Councillors it was agreed that they be adopted for a further year.

13.2 Bi-annual check to ensure the latest [most suitable] anti-virus software is being used. (s).

The Parish computers were protected by McAfee anti-virus software.

14. WORKING GROUP, SUB-COMMITTEE AND REPRESENTATIVES ACTIVITIES

14.1 Finance and General Purposes Committee JB, CB, RB, JC, CW, RW, Clerk

Not met

14.2 Planning Committee RB, CD, RG, JS, CW, Clerk

Not met.

14.3 Burial Ground CD, CB, RW, Clerk

Not met.

14.4 **Open Spaces** – Trees, Greens, Waterways and Footpaths RB, JC, CB, JS, RW,
Mr Gristwood had cut the verges for the first time this season and would cut again in July and September/October depending on the growth and weather.

14.5 **Recreation and Leisure** – Playground, Sports Hall RB, CD, RG, CW
Ongoing Sports Hall

Action 19/05/06: Dr Wilding

14.6 **Village Infrastructure** – Railway, Roads, Drains JB, RB, RG, JS, CW
Not met.

14.7 **Houses and Planning** JC, CD, RG, JS, CW
Not met.

14.8 **Sarinc** RW, CD

14.9 **Neighbourhood Plan** RB, CB, RG, JC, JS, CW, Clerk and volunteers: Lorraine Atkins, Laura Bosley, Nigel Goode, Caroline Miller, Nick Thompson, Jon Spiller

The Parish Council agreed to co-opting Jon Spiller and Dick Bosley to the Neighbourhood plan working group. The Steering Group to include Catherine Brickwood and Nigel Goode. Bluestone Planning were no longer working for the Vale, an appointment to meet with Sharon at Shrivenham would be arranged. The round of grant applications by Locality had not yet been opened for this year's applications.

Action 19/05/07: Mr Green

14.10 **Resilience group** JB, JC, RG, CW volunteers Rosemary Howden, Simon Holloway.
The template had been downloaded. Ongoing

Action 19/05/08: Mr Green

14.11 **Other representative reports**

No reports

15. FINANCE

15.1. FINANCIAL REPORT 2018-19

The accounts for this month were approved

15.2. FINAL ACCOUNT 2018-19 –

The Clerk tabled the proposed return to the external auditors

15.2.1. Annual return Section 1

All questions had a yes return and were approved.

15.2.2. Annual return Section 2

The figures and the justification for variations were agreed.

15.3. CHEQUES FOR SIGNATURE

16. CORRESPONDENCE

16.1 Received

08/04/2019	E	Robert Green	Fwd: FW: Next meeting reminder		
09/04/2019	E	Chris Wilding	Re: V NHB 2018-19		
09/04/2019	E	Veronica Reynolds	Milton Park Liaison Group - roadworks		
09/04/2019	E	Abingdon Funeral (FU532)	Enquiry regarding a reserved grave in parish cemetery		
10/04/2019	E	Consultations	FW: An update on Thames Water's Water Resources Management Plan 2019		
10/04/2019	E	Robin Wilkinson	Re: Defibrillator		
10/04/2019	E	Chris Wilding	Steventon News report		
11/04/2019	E	S.M. Rees	Grant application from Steventon News		
11/04/2019	E	Kathryn Blofield	Notification of Road Closures: A34 Oxfordshire Road Marking Renewal		
12/04/2019	E	Power Connections	Steventon Parish council		
13/04/2019	E	south and vale	Planning Consultation - P19/V0878/FUL		
13/04/2019	E	Chris Wilding	Re: Fwd: Steventon Parish council		

13/04/2019	E	CPRE Campaigns	Celebrating 70 years of our National Parks		
15/04/2019	E	OALC	OALC 10 copies of The good councillors guide		
15/04/2019	E	Power Connections	Re: [EXTERNAL] Re: Steventon Parish council		
15/04/2019	E	Janet Creighton	Mountain bike jumps		
16/04/2019	E	Corrigan, Steven	Steventon uncontested election 2019		
16/04/2019	E	Philip Campbell	Re: Steventon Parish council		
17/04/2019	E	Corrigan, Steven	Councillor expenses		
18/04/2019	E	south and vale	Planning Appeal Consultation - P17/V1154/LB - STV		
18/04/2019	E	OALC	Please nominate a councillor to stand for OALC Executive Committ		
18/04/2019	E	Chris Wilding	Fwd: Planning Appeal Consultation - P17/V1154/LB - STV		
18/04/2019	E	Matthew Barber	Police & Crime Bulletin April 2019 - Happy Easter!		
20/04/2019	E	homer43mew	're weed killing on village green/Trees	*	
20/04/2019	E	homer43mew	Re: 're weed killing on village green/Trees		
21/04/2019	E	Chris Wilding	Fwd: Planning Appeal Consultation - P17/V1154/LB - STV		
22/04/2019	E	Environmental Health	Automatic reply: Responsibility for dog bins		
22/04/2019	E	John Clark	Grass Cutting		
22/04/2019	E	Chris Wilding	Parish Council response to Affinity Water		
23/04/2019	E	rex.powell@btinternet.com	Re: Pedestrian count 26th April		
23/04/2019	E	Palmer, Madeleine	Re: Enforcement Investigation VE18/512		
23/04/2019	E	Sue Gristwood	Re: cutting contract		
23/04/2019	E	Smith, Tracy	P17/V1154/LB Steventon Overbridge		
23/04/2019	E	Waste Team	Re: Responsibility for dog bins		
23/04/2019	E	Sarah Williams	BGG Garden and Tree Care Limited		
23/04/2019	E	Sarah Williams	Re: BGG Garden and Tree Care Limited		
23/04/2019	E	Sarah Williams	Re: BGG Garden and Tree Care Limited		
23/04/2019	E	Democratic Services	Re: Councillor resignation		
23/04/2019	E	Sarinc	SARINC - Annual report		
23/04/2019	E	Chris Wilding	Re: P17/V1154/LB Steventon Overbridge		
23/04/2019	E	Smith, Tracy	Re: Enforcement Investigation VE18/506		
23/04/2019	E	Lynne Mainstone	Re: Pedestrian count 26th April		
23/04/2019	E	S.M. Rees	Re: Pedestrian count 26th April		
23/04/2019	E	Chris Wilding	Fwd: SMPS Pupils helping with Traffic Survey		
24/04/2019	E	John Rice	Re: Parish Council		
24/04/2019	E	OALC	OALC training - Allotment Management for Clerks, book now		
24/04/2019	E	Nick and Mary Thompson	FW: Consultation Affinity Water Revised WRMP19		
24/04/2019	E	Chris Wilding	Re: P17/V1154/LB Steventon Overbridge		
24/04/2019	E	Joseph Bennett	Re: Pedestrian count 26th April		
25/04/2019	E	Chris Wilding	Re: Diffusion tubes		
25/04/2019	E	Kathryn Blofield	REMINDER: M4 Junction 13 Chieveley (West Berkshire) – Weekend Closure		
25/04/2019	E	Waste Team	Re: Responsibility for dog bins		
25/04/2019	E	Rahaman, Mohammad E&E	Distribution NOTICE T6651 Steventon, North Way		
25/04/2019	E	Sharon Brentnall	Re: FW: Next meeting reminder		
25/04/2019	E	Corrigan, Steven	Re: Councillor resignation		

25/04/2019	E	Robert Green	Request for a Full NDP		
25/04/2019	E	Chris Wilding	Fwd: Pedestrian count 26th April		
25/04/2019	E	Richard Bosley	Re: Fwd: Pedestrian count 26th April		
25/04/2019	E	Rahaman, Mohammad E&E	Distribution NOTICE T6652 Steventon, Stonebridge Road		
26/04/2019	E	OALC	OALC April Update for member councils		
26/04/2019	E	Alan Kafoor	Would you consider Norris & Fisher for your Local Council insurance?		
28/04/2019	E	Robert Green	Vale Officer responses to my letter regarding NR Appeal process		
28/04/2019	E	Mark Tucker	Parish Councillors		
29/04/2019	E	Corrigan, Steven	Re: Councillor expenses		
29/04/2019	E	Robert Green	Re: Fwd: Random		
29/04/2019	E	Corrigan, Steven	Declaration of office/register of interest forms		
30/04/2019	E	Wyer, Nicola	Didcot Garden Town Update		
30/04/2019	E	rex.powell	Grass verge		
30/04/2019	E	Campaign to Protect Rural England Oxfordshire	CPRE Oxfordshire News April 2019: Battle for the Green Belt		
30/04/2019	E	Elaine McKno	Re: AGAR Part 2 - Technical Issue		
01/05/2019	E	S.M. Rees	Village Hall Committee report for Annual Parish Meeting		
01/05/2019	E	S.M. Rees	Steventon News Report for Annual Parish Meeting 2019		
01/05/2019	E	Nick and Mary Thompson	Christingle date and lights at North Star.		
02/05/2019	E	Came & Company	Council Matters Spring 2019		
02/05/2019	E	Chris Wilding	Re: Fwd: FW: Next meeting reminder		
03/05/2019	E	Waste Team	Deep clean Vale of White Horse		*
03/05/2019	E	Cookson, David	Re: Steventon Section 106 funding, expiry March 2020		
03/05/2019	E	Cllr Mike Fox-Davies	Fwd: OVO Energy Women's Tour cycle race is coming		
06/05/2019	E	Cllr Mike Fox-Davies	Re: May meeting 7th		
06/05/2019	E	Chris Wilding	Parish AGM report		
07/05/2019	E	Robert Green	Fwd: FW: Planning Appeal Consultation - P17/V1154/LB - STV		

16.2 Sent

08/04/19	E	Chris Wilding	Road works		
08/04/19	E	Chris Wilding , John Clark	Road works		
09/04/19	E	Robin Wilkinson	Defibrillator		
09/04/19	E	Catherine Brickwood	email		
10/04/19	E	Chris Wilding	Re: Steventon News report		
10/04/19	E	School Office St. Michaels	Re: Annual Meeting with the Parish 7th May 2019		
11/04/19	E	S.M. Rees	Re: Grant application from Steventon News		
12/04/19	E	Abingdon Funeral (FU532)	Re: Enquiry regarding a reserved grave in parish cemetery		
15/04/19	E	jon.harper poweronconnections	Re: Steventon Parish council		
15/04/19	E	Catherine Brickwood	Strategic planning course		
15/04/19	E	OALC	Re: OALC 10 copies of The good councillors guide		
17/04/19	E	Alan Keymer	Re: Pedestrian Survey		2
22/04/19	E	remus.uk.com, admin.vale biffa.co.uk, env.health	Responsibility for dog bins		
22/04/19	E	Corrigan, Steven	Councillor resignation		

22/04/19	E	tracy.smith southandvale	Enforcement Investigation VE18/506	
22/04/19	E	Madeleine.Palmer southandvale	Enforcement Investigation VE18/512	
22/04/19	E	Chris Wilding	Counting bodies	
22/04/19	E	remus-mgmt.co.uk	Fwd: Fwd: Responsibility for dog bins	
22/04/19	E	John Clark	Re: Grass Cutting	
22/04/19	E	Sue Gristwood	Re: cutting contract	2
22/04/19	E	Catherine Brickwood	Re: Traffic survey	
23/04/19	E	undisclosed-recipients	Pedestrian count 26th April	
23/04/19	E	Chris Wilding	Re: Parish Council response to Affinity Water	
23/04/19	E	Lynne Mainstone	Re: Pedestrian count 26th April	
23/04/19	E	Catherine Brickwood	Re: Pedestrian count 26th April	
23/04/19	E	S.M. Rees	Re: Pedestrian count 26th April	
23/04/19	E	rex.powell	Re: Pedestrian count 26th April	
23/04/19	E	Chris Wilding , John Clark	Fwd: Re: cutting contract	
23/04/19	E	John Rice	Parish Council	
23/04/19	E	Alan Keymer	Re: Pedestrian count 26th April	
23/04/19	E	Sarah Williams	Re: BGG Garden and Tree Care Limited	3
23/04/19	E	Cllr Mike Fox-Davies	May meeting 7th	
23/04/19	E	sarinc	Re: SARINC - Annual report	
24/04/19	E	Dick Bosley	Fwd: Pedestrian count 26th April	
24/04/19	E	Joe Bennett	Fwd: Pedestrian count 26th April	
24/04/19	E	Chris Wilding	Re: P17/V1154/LB Steventon Overbridge	
25/04/19	E	Richard Bosley	Re: Fwd: Pedestrian count 26th April	
25/04/19	E	Robert Green	Re: Pedestrian count 26th April	
25/04/19	E	Waste Team	Re: Responsibility for dog bins	
29/04/19	E	Corrigan, Steven	Re: Councillor expenses	
29/04/19	E	Mark Tucker	Re: Parish Councillors	
29/04/19	E	Robert Green	Re: Fwd: Random	
30/04/19	E	rex.powell	Re: Grass verge	
01/05/19	E	Nick and Mary Thompson	Re: Christingle date and lights at North Star.	
03/05/19	E	Robin Wilkinson , Rob	Elections	
06/05/19	E	Chris Wilding	Re: Parish AGM report	
07/05/19	E	Cookson, David	Re: Steventon Section 106 funding, expiry March 2020"	

17. PLANNING MATTERS

17.1.1. P19/V0878/FUL 75 Abingdon Road Steventon Abingdon OX13 6RW

Proposed demolition of existing double garage and workshop to make way for erection of two storey dwelling P17/V2234/FUL Variation of condition 2 to allow for elevational rationalisation to windows and chimney detailing and internal buildability items.

No objection

17.1.2. P19/V0775/FUL 84 Mill Street Steventon Abingdon OX13 6SP

Convert existing attached garage into externally accessed (i.e. not from inside the house) office/hobby room. Demolish existing uninsulated porch to front door and replace with slightly larger triple glazed porch.

No objection

17.2. Appeals against decision

17.2.1. P17/V1154/LB. Steventon Overbridge High Street Steventon Abingdon OX13 6RS
Demolition of listed railway overbridge, and provision of replacement bridge. As amended by plans received on 10 August 2017. (As per additional information received 19 September 2017 and OCC Letter received 1 March 2018). Additional Options Review from PBA received 16 March 2018.
Written representations.

Deadline for written representation at present 22 May likely to be extended. The Parish Council to ensure that all presentations were put before the inspector, including those given to the Vale Planning Committee meetings. Railway working group to meet. A decision to go forward with the objections and spend up to £5k on professional advice from Rob Kinchin-Smith and Martin at Solke Engineering was voted and agreed.

17.2.2. P18/V0759/FUL 97 The Causeway Steventon ABINGDON OX13 6SJ

Erection of earth sheltered dwelling, garage, associated landscaping and bio-diversity works, demolish garage and garden building.

No further submission, as original objection.

18. MATTERS FOR FUTURE DISCUSSION AND INFORMATION

19. DATE OF NEXT MEETING 4th June 2019

The meeting closed at 9.49 pm

APPROVAL Signed as a true record of the Meeting:

Name: Dr C R Wilding

Position: Chairman of the Parish Council

Signature:

Date: 4th June 2019