

MINUTES OF A MEETING OF STEEPLE BARTON PARISH COUNCIL  
Monday 15th May 2023  
THE ALICE MARSHALL HALL, MIDDLE BARTON

**Councillors Present:** Kate Carter-Windle (Chair), Roger Tyers, Jane McRobie, Andrew Barry, Steve Rogers, Graham Cox

**Also in attendance:** Cllr Graham, Andy Hinton

**Clerk:** Annette Fowler

**Public: 1**

**PUBLIC QUESTION TIME**

Prior to the council meeting commencing there will be an opportunity of up to 15 minutes for members of the public to make comments and to ask questions of the Parish Council.

No comments

1409 **To receive apologies for absence**  
Cllr Jackson, Cllr Parry

1410 **Declarations of Interest**  
To receive declarations of interest in accordance with the council's Code of Conduct (and section 106 of the Local Government Finance Act 1992).

None received.

1411 **Minutes of the last meeting**  
The minutes from the meeting held on **17th April 2023** were approved and signed as an accurate record by Cllr Roger Tyers.

Matters arising:  
None.

1412 **Reports from County and District Councillors (Appendix A)**  
Full reports can be found on the PC website [www.steeplebartonparishcouncil.org](http://www.steeplebartonparishcouncil.org)

**Cllr Jackson –**

It has been a quiet period at WODC with the run up to the local elections last week. There have not been any issues brought to my attention in the last month.

Signed .....

Date.....

The composition of the WODC altered slightly after the elections, with the Liberal Democrats gaining three seats from the Conservatives. The Alliance of three parties will continue to run the administration, but the Conservatives are no longer the largest party. They have 17 councillors, whereas the Liberal Democrats have 18.

I have asked the Lib Dem group leader Andy Graham if I can continue with my present committee roles, namely the planning committee, the Audit and Governance scrutiny committee, and the licensing committee, on which I am the vice chair at the moment. The exact ratification of which councillor is on which committee will be ratified at the next WODC meeting on May 17<sup>th</sup>.

**Cllr Graham –**

The community grant system is open for applications.

OCC is set to receive £3.6 million to rollout EV charging points across the county. The priority will be to provide charging points in rural areas and where off-street home charging is not possible.

**1413 To receive updates on the action points from previous minutes –**

Mullins – Cllr Rogers asked about noise levels at the last PC meeting. Cllr McRobie recently attended a Mullins meeting, and reported that individual vehicles will be measured for noise and each of them will have a DB limit. If they exceed the limit there are a number of sanctions, including withdrawal from the track.

The noise of the track will be monitored as a whole, and again if the limit is exceeded there are sanctions in place, up to and including banning from track events. It is anticipated that there will be up to 6 vehicles on the track at any one time, although this is unlikely to be common unless there is a parade, in which case the vehicles will be travelling slowly due to the physical limits of the track.

**1414 Annual Audit – 2022/23**

a. **Internal Audit** - to receive the report from the Internal Auditor

The Council **RESOLVED** to accept and receive the report. Cllr Parry and the Clerk will work through the recommendations made and will report back at future meetings.

b. **External Audit** - to consider the 2022/2023 AGAR for submission to the External Auditor

i. **Audit Annual Governance Statement** - the Clerk had circulated the questions prior to the meeting.

The Council **RESOLVED** to agree to all the Governance questions. The Chair and Clerk signed the form.

ii. **Accounting Statements** – to consider and agree the accounting statement figures. The Clerk presented the figures to the meeting.

Signed .....

Date.....

The Council **RESOLVED** to agree to the Accounting Statements. The Clerk had already signed the form. The Chair signed at the meeting.

**iii. Elector’s Rights** – To approve the dates

The Council **RESOLVED** to approve the dates for the Electors’ Rights as 5<sup>th</sup> June to 14<sup>th</sup> July. The notice would be posted on the Parish noticeboard in accordance with regulations.

**1415 Annual donation for maintenance to the S&SC public toilets**

**RESOLVED**

**THAT, a donation of £2,000 would be made to the Playing Fields.**

**1416 Village Matters**

**a) Update on traffic calming**

Enstone Hill work commenced today and will take around 4-5 days. A member of the public asked if there would be new signage, Cllr Tyers confirmed that there would be early warnings and signs. Cllr Tyers also chased up the 50 miles up to the Holt, and confirmed that Highways are in process of co-ordinating with their legal team to obtain a completion date. Hopefully this will be implemented in the near future. There will be a total of 38 signs up to the Holt.

The next stage is placing the SIDS, with a minimum of two similar to those in Gagingwell with speed and happy/angry faces. The cost of two units will be around £7,500 + VAT; we could possibly consider buying three. They will be portable speed indicator devices and solar powered. We are looking at 8-10 positions in the village.

**b) Request to move School crossing patrol**

The PC received a request from the School to move the crossing patrol from Mill Lane to Fleming Drive as parents seem to cross at this point rather than at the other end. We would also need to move the flashing lights. OCC/Highways need to receive an official request from the PC to move the lights and crossing point. Going forward this would give a good indicator of where we could place a zebra crossing. The PC will ask Highways to investigate this and suggest an appropriate place.

**c) Cars mounting pavement on North Street**

Cllr Cox reported that cars are frequently mounting the pavement on North Street by the garage during busy times. There was a discussion around possibly having a pull in. Cllr Tyers will ask James Wright, Highways for his opinion.

**d) Vehicles parking on hard standing area in Dorn Close**

A resident had reported that vehicles are frequently parking on the hard standing area in Dorn Close. Cllr Carter-Windle will call on the residents to ask them to stop parking there. Andy Hinton confirmed he has two ‘no parking’ signs that we could use if necessary.

**e) Tree outside number 26 Dorn Close, roots growing under driveway**

The resident reported that the tree outside their property has roots growing under their driveway and the blocks are lifting.

Signed .....

Date.....

**STEEPLE BARTON PARISH COUNCIL**

The Clerk will ask Tree Total to take a look and also the trees by the pull-in and ask for suggestions.

1417 **Correspondence** - not covered elsewhere in the Agenda where decisions are not required  
The PC received a letter from Middle Barton School asking if we would consider a donation of a tree as they have recently lost two trees due to ash dieback. Cllr Rogers will obtain a price for native British trees and will report back.

1418 **Reports**

**(a) School Governors report** (Alison Umney, School Liaison Governor)

No report

**(b) Highways, Drainage and Flood Protection – Cllr Tyers**

See above – pleased to report that there are no flooding issues at this time. A member of the public asked if the PC would be organising village weed spraying. The Clerk confirmed that the previous contractor had retired. Cllr Rogers will report back with a possible contact.

**(c) Sports and Social Club/Playing Fields (Andy Hinton)**

Everything is going well. The Coronation weekend was a great success. The Bowls club had a successful open day with new members signing up. Football will continue. The grass cutter needs to be replaced. Andy asked if the PC would be prepared to assist in the cost of a new machine. A second-hand machine would cost around £7,000. The PC asked if there was any possibility that the existing machine could be over-hauled. Andy will report back next month.

1419 **Planning applications**

**23/01027/HHD** - Lower Turnpike Cottage Rayford Lane - Proposed drop kerb and associated infrastructure and hardstanding

Approved.

1420 **Finance**

(a) Accounts for Payment

- i. To consider and approve accounts for payment (*Appendix B to agenda*)
- ii. Accounts not on Appendix B submitted by 8pm on **15<sup>th</sup> May 2023**

<b>Payment Method</b>	<b>Purpose</b>	<b>Payee</b>	<b>Amount</b>
<b>BACS</b>	Clerk Salary (Apr)	Annette Fowler	Confidential
<b>BACS</b>	Insurance renewal (2 <sup>nd</sup> yr of 3 yr agreement)	Zurich	£397.77
<b>BACS</b>	Standing Charge for Xmas tree electricity supply (89 days)	SSE	£120.89
<b>BACS</b>	1st Grass cut	N R Prickett	£441.60
<b>BACS</b>	Commemorative coins	Tower Mint	£729.60
<b>BACS</b>	Internal Audit	Jane Olds	£200.00
<b>BACS</b>	Donation towards maintenance of public toilets	BVMVHF	£2,000.00

Signed .....

Date.....

**STEEPLE BARTON PARISH COUNCIL**

Also paid during the month by D/D & S/O £100 to Our Bus and £12 to 1&1 for email hosting.

The Clerk confirmed the £500 refund from the DFP had been received.

**1421 To receive items for next agenda**

Traffic Mirror at the top of Mill Lane

Clerk to ask Helen Duffield, the PCSO to attend the next meeting to discuss parking issues

Tree for Middle Barton School

Weed spraying

**1422 For Information only**

None

**1423 Date and location of next meeting**

To confirm the date of the next meeting, this is scheduled for **Monday 19th June 2023** at the Alice Marshall Hall, Middle Barton at **8.00pm**.

Signed .....

Date.....