

**MINUTES OF A MEETING OF STEEPLE BARTON PARISH COUNCIL
Monday 16th September 2024
THE ALICE MARSHALL HALL, MIDDLE BARTON**

Councillors Present: Roger Tyers (Chair), Kate Carter-Windle (Vice), John Parry, Jane McRobie, Steve Rogers, Andy Barry

Clerk: Annette Fowler

Public: 3

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.

A member of the public talked about the Home to School transport issue and the impact it was having on her family. Cllr McRobie mentioned that anyone on benefits would have transport and would investigate the situation on behalf of the resident. Cllr Graham also offered to assist.

1595 To receive apologies for absence.

The Council received apologies from Cllr Cox, Cllr Jackson and Andy Hinton.

1596 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

1597 Minutes of the last meeting

The minutes from the meeting held on **15th July 2024** were approved and signed as an accurate record by Cllr Roger Tyers.

1598 To receive updates on the action points from previous minutes –

None

Signed

Date.....

1599 **Reports from County and District Councillors (Appendix A)**

Full reports can be found on the PC website www.steeplebartonparishcouncil.org

Councillor Andy Graham –

OCC moving to a new facility.

Championing rural bus services.

Attended the Our Bus celebration.

Have asked the Playing Fields to make contact to discuss requirements for replacing the play equipment, this needs to be done within the next month.

Discussion about the home school transport and assisting parents.

Councillor Dave Jackson – The report was emailed to all Councillors before the meeting and read during the meeting by the Clerk

On September 5th I organised a meeting with Chris Grain, the OCC Senior Engagement Officer, for parish councillors, kindly hosted by Paul North (Chair Sandford St M. P.C.) at SSM parish hall. Steve Ferrelly represented Westcot Barton Parish, and Roger Tyers and Andy Barry were there from Steeple Barton P.C.

There were a number of issues that were raised, and Roger and Andy can update you at the meeting. I was also able to clarify some queries I had with my role as "Super User" to be allowed to mark, and schedule the action, with potholes, blocked drains and loose kerbstones.

I have taken the opportunity with the quieter August (with fewer meetings etc), and the dry weather to do quite a lot of pothole marking in the village. It has been quite noticeable after I have "scheduled the action" on the Fix My Street website, how quickly the tarmac gangs have come out. For example, two days to do Rectory Crescent / Farriers Road (despite waking folk up at 6:30 am on a Saturday morning !!), and likewise two days to do Dorn Close. (despite bizarrely missing out two!)

The 14 drains I marked yellow in Kiddington Road around the Fox Lane junction were all done within a fortnight. I intend to try to do more potholes (e.g. on hillside Road) before the wet weather becomes prevalent, and then investigate more blocked drains and loose kerbs later on. I have found out that I can mark drains on the main road as I can work from the pavement, and I have noticed a number on North Street and Enstone Road need checking.

I am pleased to report that the issues with the faulty boiler and lack of hot water that a resident had raised with me have finally been resolved after I wrote again to the housing association on their behalf.

1600 **Village Matters**

a) ANPR – no news – need to talk to the speedwatch team – include in the October agenda.

Signed

Date.....

b) Tree – The Clerk had requested quotes for work required to PC trees following the tree survey. Two quotes had been received; one from Top Leaf Tree Services and the other from KP Tree Care.

RESOLVED,

THAT, the quote from Top Leaf Tree Care for £550 + VAT was approved.

1601 **Donation request from Middle Barton School** towards the cost of a new reading scheme- total cost £3,276.25, a vote was taken.

RESOLVED,

THAT, the PC would contribute 50% (£1,638) of the cost of purchasing books for the reading scheme.

1602 **Donation request from Steeple Barton Chase**

RESOLVED,

THAT, a donation of £250.00 was approved.

1603 **Donation request from Oxfordshire Museums Service** to acquire a gold brooch found in Steeple Barton. The museum confirmed that there will be donation acknowledgements, and the document archive associated with the brooch will also acknowledge the funders.

RESOLVED,

THAT, a donation of £200.00 was approved.

1604 **Reports**

(a) Highways (Cllr Barry)

The SIDS are showing an average speed of between 23-25 miles an hour. The peak times for when speeding takes place is between 05.00 and 08.00 then again from 16.00 and 20.00 in both directions. It was found that both SIDS had been disconnected from the solar panel; we will now carry out a weekly check on both SIDS. Also, the traffic mirror by Mill Lane had been moved 90^o and the clamp broken, this has now been moved back and a new clamp fitted. A meeting was held with Chris Grain from OCC regarding road repairs. As a reminder, we can all use 'Fix My Street' to log pothole issues and upload photos, it is good to have an object in the picture so that the size of the hole can be ascertained. It was also pointed out to Chris that the standards of workmanship being used to repair the roads is appalling. Marking of potholes is ongoing.

Signed

Date.....

(b) Drainage and Flood Protection (Cllr Tyers)

Cllr Tyers had a meeting on the 5th with two representatives from the OCC Flood team at the school to look at what could/could not be done. The drain on the South side of the road doesn't go anywhere. The drain in the ditch beyond was full of grass cuttings. A quote was received to replace the drain through the school with a new storm drain. OCC have approved the quote. No date for the work as yet.

(c) Sports and Social Club/Playing Fields (Andy Hinton), Bowls Club Andy Barry

No report other than the ROSPA inspection of the play equipment has been delayed.

1605 Planning Applications

24/01493/HHD - 52 Worton Road - Internal and external alterations including garage conversion, erection of single storey rear and side extension, first floor front extension, removal of chimney stacks, internal reconfiguration, replace first floor rear windows and replace UPVC windows to double glazed aluminium – Emailed to all Cllrs as comments by 29th August.

No objections but discussion over parking/reversing off the drive by email.

24/02138/HHD - 28 Church Lane - Erection of a rear first floor extension

No objections

24/02149/HHD - 41 Worton Rd, Concrete block boundary wall with three pillars (retrospective)

There are concerns over the look of the wall, a comment will be uploaded onto the planning portal.

1606 Internal Audit – to consider the appointment of the Internal Auditor for 24/25

RESOLVED

THAT, Kirsty Buttle would be retained for the 2024/2025 audit.

1607 External Audit - to receive and note the External Auditor's Report

The Clerk confirmed that the external audit carried out by Moores had been completed with The following comments: -

- a) A reminder that general reserves should include at least 3 months expenditure as a minimum.
- b) Box 10 of Section 2 for both the current and comparative years were left blank, but it was considered that there would be no significant impact.

Signed

Date.....

STEEPLE BARTON PARISH COUNCIL

The Council **RESOLVED** to accept the External Audit report and certificate. The report and certificate had been published in the August 2024 Finance section of the website and the Conclusion of Audit notice was also published on the website and posted on the noticeboard.

1608 **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 **16th September 2024**

Payment Method	Purpose	Payee	Amount
BACS	Clerk Salary	Annette Fowler	CONF
BACS	External Audit	Moore	£252.00
D/D	Electricity standing charge 29/7/24	SSE	£ 19.89
S/O	Donation to Our Bus 31/8/24	Our Bus	£100.00
D/D	Email hosting	1&1	£ 6.00
BACS	4 th Grass cut	N R Prickett	£471.60

1609 **To receive items for next agenda.**

- ANPR
- Floods
- Children crossing road signs

1610 **For Information only**

1611 **Date and location of next meeting**

To confirm the date of the next meeting, this is scheduled for **Monday 21st October 2024** at the Alice Marshall Hall, Middle Barton at **8.00pm**.

Signed

Date.....