

MINUTES OF A MEETING OF STEEPLE BARTON PARISH COUNCIL  
Monday 15th March 2021

Due to COVID-19 restrictions this meeting was held remotely via telephone conference.

**Councillors Present:** Kate Carter-Windle, Andy Hinton, Jonny Rosemont, John Parry,  
Roger Tyers, Cllr McRobie, Cllr Hudspeth, Cllr Jackson

**Public:** 0

**Also in attendance:** Alison Umney, School Liaison Governor

**Clerk:** Annette Fowler

**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.

1775 **To receive apologies for absence**  
Cllr Meadowcroft, Cllr Henderson,

1776 **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

1777 **Minutes of the last meeting**  
The minutes from the meeting held on **15th February 2021** were approved and will be signed as an accurate record by Cllr Carter-Windle.

1778 **To receive updates on the action points from previous minutes**

- a) Ernigrip – As confirmed at the February meeting, Cllrs Carter-Windle and Rosemont carried out a site visit and followed this with an email to the Planning department. No decision had been taken by WODC at the time of the meeting.
- b) Thames Water – drain map – The Clerk had attempted to contact TW by phone, but after two calls and holding for more than 20 mins without success sent an email. They have responded by asking the PC to make an appointment. Cllr Tyers suggested the Clerk approach Chris Grain, OCC, no response yet. Cllr Rosemont offered to chase up.
- c) Speeding/traffic calming – The PC sent an email to Paul Fermer, OCC on 2/3/21 to register the PC's interest in joining the 20mph speed limit pilot scheme. In the response received back, lower cost traffic management measures were mentioned. The Clerk emailed to ask for further information. Cllr Rosemont is currently in discussions for trial 20mph signage in the village. It was suggested that the PC ask Paul Fermer to come to the village for a site visit. The Clerk will email to ask. The PC also need to think ahead

regarding the traffic survey and a potential date; the autumn term was suggested. Cllr Hudspeth suggested a time when there are fewer vehicles as people tend to drive faster if roads are quieter. Cllr Tyers will make contact with the relevant Company to check availability. Cllr Jackson reported that TVP had recommend that we do not have speed checks during lockdown.

- d) Gigaclear – A site visit was carried out on 24<sup>th</sup> February followed by a Zoom meeting on the March 3<sup>rd</sup>. It was agreed that the required cabinets would be buried underground rather than above ground with the exception to the cabinets at the entrance to Holliers Crescent which will be placed next to the BT cabinets already there. The PC will arrange to sign the contract and return it to Gigaclear. The Clerk to ask Gigaclear if they could supply a copy of the map showing where cabinets, and boxes will be.
- e) OCC flood response -Chris Grain, OCC came to village to inspect the relevant areas. It was confirmed that the drains in Church Lane would be cleared sometime during this week and then Moles Lane.

1779 **Reports from County and District Councillors (Appendix A)**

Full reports can be found on the PC website [www.steeplebartonparishcouncil.org](http://www.steeplebartonparishcouncil.org)

Both Cllr Hudspeth and Cllr Jackson’s reports had been circulated before the meeting.

**Cllr Hudspeth**

No additional comments to make. Cllr Parry asked if there was additional budget for drainage and vegetation clearance and if so, could the PC apply. Cllr Hudspeth confirmed that the budget would be spent where the work is most required countywide.

**Cllr Jackson**

Elections are going ahead, 6<sup>th</sup> May.

Flooding and blocked drains near the allotments, North Street – after a couple of accidents an email was sent to Chris Grain who visited the area. On the 5<sup>th</sup> of March, a team were despatched to clear the drains, however the problem persists, and the drain is completely blocked. Chris Grain confirmed it would March 23<sup>rd</sup> before anything else could be done. He confirmed that during the work the road will be closed off.

1780 **Correspondence not covered elsewhere in the Agenda**

None

1781 **Village Matters**

a) Book of Condolence – Cllr Carter-Windle received a suggestion from the Church that as a village we need to be prepared for when the Queen or Prince Phillip pass away. Cllr Rosemont asked where it would be placed. It was suggested the AMH would be a good place. The Chair suggested this version as an example, [Condolence Book with silver embossing, made of Handmade Bookbinding: Amazon.co.uk: Office Products](https://www.amazon.co.uk/Office-Products/s?pf_rd_p=8482), costing £84.82.

The Council **RESOLVED** to proceed with the purchase, the Clerk will place the order.

b) Date to be arranged for a Spring Clean-up – The Clerk will check with the insurance company, what if anything the PC need to supply i.e., hi viz etc. The PC will monitor how the lifting of restrictions are going and agree a date in the near future. Cllr McRobie suggested that perhaps the PC could tie it in with the Pre-School May day event. The Clerk confirmed that the last litter pick was in May 2018.

c) Recent damage to Vehicles – Cllr Carter-Windle talked about the recent vehicle damage and thefts of dogs and was there anything we should do as a PC? For instance, should we resurrect the neighbourhood watch? Cllr Rosemont confirmed that he had previously tried to contact TVP but without luck. The PC need to ask TVP for information on how to protect our homes/vehicles.

1782 **Reports**

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

School report was circulated before the meeting.

The School are doing really well with home schooling and are now using Google Classrooms. Reading books are being made available for children to pre-book. There are between 8-15 children in school each day who are children of Key workers, following the same activities as those children home schooling with the help of TA's. The School have signed up for an activity app which encourages children and families to do physical activities and earn points.

**(b) Highways, pavements and verge – Cllr Tyers**

Highways, pavements and verge (Cllr Henderson/Roger Tyers)

Nothing too serious, a little maintenance here and there. Cllr Tyers had picked up lots of rubbish along one side of the gully by the School and will clear the other side next weekend. Cllr Carter-Windle mentioned the top of Moles lane needed some work as the stones have dislodged and need replacing. Cllr McRobie reported that she thought the work had already been done. Cllr Tyers will confirm.

Potholes – Cllr Parry had reported 10 a few weeks ago. Cllr Carter-Windle asked if anybody had noticed any pavements that might need checking, all confirmed that they had not noticed any.

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

Nothing new to report other than the club will not re-open until after May 17th. However, the bowls club are making preparations to re-open as soon as they can. Cllr Rosemont reported that during a recent visit he had noticed that there was rubbish around the play area. Cllr Hinton confirmed there are volunteers that clear the area every week.

1783 **Planning applications – Cllr. Rosemont**

**21/00235/HHD** – 15 Worton Road - Landscaping works including excavation to change level of land to accommodate replacement paved area, new retaining wall and steps. Installation

of new window to replace existing door. **This application was emailed to all Councillors as the closing date for comments was March 15<sup>th</sup>.**

The Council considered the application and **RESOLVED** that there were no objections.

**21/00408/HHD** – 66 Holliers Crescent - Part conversion of garage to create extra living space. Widening of front porch –

The Council considered the application and **RESOLVED** that there were no objections.

1784 **Finances**

- 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 **15th February 2021**.
  - iii. Cllr Parry gave a short update on the end of year finances.

If we have no other expenditure before the year end, the total expenditure will be £24,719.18 against a total income of £27,626.81 giving us a surplus of £2907.63, see below.

Clerk Salary & Expenses	£1000
Tree & hedge maintenance	£1000
Not printing appraisal summary	£350
Donations	£700
Compensation from bank	(£150)
	£2900

**RESOLVED**, that all payments listed below were approved.

Payment Method	Purpose	Payee	Amount
BACS	Clerk Salary (FEB)	Annette Fowler	£
BACS	OALC Membership renewal	OALC	£309.46
BACS	To reducing canopy width towards nearby property to give 2.5m clearance. To remove and dispose of all brash – Tree 44 Dorn Close.	Tree Total	£120.00

1785 **To receive items for next agenda**

1786 **For Information only**

There will be no Bulletin until lockdown is over.

Cllr Carter-Windle talked about the week of celebrations currently being planned as part of the ‘Destiny Gill Foundation’ and to mark the end of lockdown, commencing on July 10<sup>th</sup> with the official opening of the refurbished AMH with a dinner planned for the Saturday evening. On the Sunday there will be a floral display and afternoon tea at Steeple Barton Church. Sunday. The Cinnamon Stick are planning something for the Monday. The Scouts,

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Drama group and Fombs will also be involved. On the Friday, the Fox will hold a family evening with BBQ & Singer. Saturday there will be a picnic.

1787 **Date and location of next meeting**

To confirm the date of the next meeting, this is scheduled for **Monday 19th April 2021** either by telephone conference or at the Alice Marshall Hall, Middle Barton at 8.00pm.

<i>Paper number(s).</i>	<i>Paper title</i>
<i>A</i>	<i>Report from County Cllr Hudspeth and Cllr Jackson</i>
<i>B</i>	<i>Accounts for Payment</i>