

MINUTES OF A MEETING OF STEEPLE BARTON PARISH COUNCIL
Monday 19th April 2021

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

Councillors Present: Kate Carter-Windle, Andy Hinton, 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.

1788 **To receive apologies for absence**
Cllr Meadowcroft, Cllr Rosemont

1789 **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

1790 **Minutes of the last meeting**
The minutes from the meeting held on **15th March 2021** were approved and will be signed as an accurate record by Cllr Carter-Windle.

1791 **To receive updates on the action points from previous minutes**
a) Update on flooding Church/Moles Lane – Cllr Tyers received drainage maps from Thames Water. Cllr Tyers had visited the School to inspect some of the drains. Several were found to be totally blocked and in need of urgent attention, and because they are combined drains it is having a significant effect on the Church Lane drainage. Cllr Tyers will arrange to visit the School again with Cllr Hinton to ascertain where the drains are going. It could be that we will have an opportunity to resolve some of the issues as there will be building work behind the School; we may be able to work with the developer. Cllr Tyers also had a meeting with Charlie Campion, the managing agent for the owner of The Mill to look at the River Dorn as it flows through the garden and under the vehicular 'access' bridge into The Mill. Mr Campion was very open and forthcoming and explained that in discussion with the owner, they are planning to carry out some quite significant remedial works to the River Dorn to try to improve the flow and minimise further flooding in the future. Mr Campion had held a meeting with a contractor on site to discuss the clearing and deepening of the riverbed to allow larger volumes of water to flow through. This will hopefully alleviate some of the flooding.

These works had been approved by the Owner but had not been instructed at the time of the meeting. Mr Campion is trying to arrange a meeting with a Hydrologist to get advice on how much of the bed would need to be removed. Cllr Tyers asked if they were going to do any work to the access road bridge, it was confirmed that it was something they were looking into, but that it would be quite a major project to arch the bridge to increase the volume, but it was up for further consideration.

It was agreed to keep in touch to see how the plans develop and also how our 'Dorn Clear-out' plans progressed.

b) Traffic Calming – Cllr Tyers had received a quote for 4 speed surveys costing £400 + VAT in total.

RESOLVED:

THAT, the Council approved the cost of the exercise.

Cllr Tyers will send confirmation that the PC are happy to proceed and ask for a date.

c) Neighbourhood Watch – This will be carried forward to the May meeting.

1792 Reports from County and District Councillors (Appendix A)

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

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

Cllr Hudspeth

No report this month.

Cllr Jackson

Dave Jackson – No Uplands meeting in April as no applications to consider.

Drains by the allotments - the drainage team came out and discovered a blockage. Barton Abbey were also approached to have a discussion about the issues. The drainage team were due to start today but had been moved to an emergency job.

Another issue that I have been contacted about is the planning application from Hightone. I notice that the concerned neighbouring residents, have contacted the SBPC today, (Saturday 10th April). I received a phone call from Sheila on Thursday (8th), and she mentioned some concerns. Thanks to my being informed by the SBPC clerk of applications for consideration, I was able to access the plans on the website. I asked if I could pop up today to get a better picture. I found that seeing the site did indeed help me to understand their concerns. I am sure that if any of the parish councilors wanted to do a site visit, that Sheila and Martin would be quite happy to facilitate that.

1793 Trees in Cross Way and Dorn Close – Tree Total had kindly offered to remove the dead tree in the walkway from Cross Way to Dorn Close. The PC had been contacted by residents of Dorn Close with concerns over a Silver Birch in the turning point. According to the

Nicholsons tree survey carried out in June 2020 the tree did not require any immediate work. Cllr Carter-Windle agreed to call round to have a chat with the closest resident.

- 1794 **Request from St Mary's for maintenance of churchyard** – Churchyard maintenance contribution, a letter had been received from The Parochial Church Council of St Mary's Church, Steeple Barton, asking the PC to consider making a contribution of £650.00 towards the maintenance of the churchyard.

RESOLVED:

THAT, a contribution of £650 would be given and paid in April. This amount was agreed by all present.

- 1795 **Correspondence not covered elsewhere in the Agenda**
None

1796 **Village Matters**

a) The Great British Spring Clean – The PC had received an email from the 'Keep Britain Tidy' charity with information on the launch of 'The Great British Spring Clean 2021' giving details of their mission to clean up UK streets, footpaths and neighbourhoods. The campaign will run from 28th May to 13th June 2021.

All agreed that the PC would be happy to take part. The Clerk will put details on the Parish noticeboard.

b) The Dock – Cllr Tyers had emailed Chris Grain for feedback today. It's not 100% confirmed but it is believed that OCC will take care of this. We will await final confirmation.

It was suggested that the Clerk email Gigaclear who will be installing superfast fibre broadband in the village to ask when work will commence on the Dock area, and feedback to the PC.

c) Cllr McRobie mentioned the rubbish bin by her house in South Street to ask if there was any possibility of having it moved to a different area as it is currently sitting in front of the street sign. Cllr Jackson offered to contact WODC to investigate the possibility of having it moved.

1797 **Reports**

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

School report was circulated before the meeting.

Charlie Barwell has resigned her post as headteacher as she has a new post in Witney. The recruitment process is underway, and it is hoped that interviews will take place in early May.

The school drain situation is being investigated by River Learning Trust and Cllr Tyers has been to visit (see above).

The School are investigating the possibility of supporting the village with wraparound care. There is only one child minder left so the School have sent a promotional brochure out asking for interest in 2 years up breakfast and after school care with school to gauge interest to see if it's something that is needed.

Some after school outdoor clubs have restarted this term and they are investigating restarting swimming lessons.

The new school website will hopefully be launched by end of May.

(b) Highways, pavements and verge – Cllr Tyers

Damaged kerbs in Frances Road have been reported, and the corner of Frances and Worton Road. In the main there are not too many issues. Cllr Carter-Windle asked about the pathway at the Irons development. Cllr Tyers confirmed that he had taken some pictures, and this will be taken up with the owners.

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

Nothing to report other than the Bowls club are applying for grants.

1798 **Planning applications – Cllr. Rosemont**

21/00612/FUL – Revised application Land North West of 33 South Street – Comments to be submitted by 19th April. **Emailed to PC 26/3/21.**

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

21/00317/FUL - Land at Hopcrofts Holt Garage Hopcrofts Holt Steeple Aston, Erection of a workshop unit and storage building, Erection of a workshop unit and storage building

An email had been received from residents close to the garage with concerns over the application.

The Council considered the application and **RESOLVED** that there were no objections and had sent a report to WODC planning.

1799 **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 **19th April 2021.**

RESOLVED, that all payments listed below were approved.

Payment Method	Purpose	Payee	Amount
BACS	Clerk Salary	Annette Fowler	£
BACS	PAYE Q4	HMRC	£190.80
BACS	Payroll Jan-Mar 2021	TP Jones & Co LLP	£54.00
BACS	Emptying 2 x Dog bins	WODC	£90.32

STEEPLE BARTON PARISH COUNCIL

BACS	20/21 Internal audit	Jane Olds	£130.00
BACS	Donation to St Mary's Steeple Barton for graveyard maintenance	PCC Steeple Barton	£650.00

b) The Clerk confirmed that the VAT reclaim of £1174.76 had been received on 29/3/21, the payment from Gigaclear of £1,549.04 on 6/4/21 and the first Precept payment of £10,780 on 14/4/21.

c) The Internal auditor recommended that the PC apply for a debit card rather than the Clerk using her own card and claiming back.

All in favour to apply for a debit card, Cllr Parry will investigate.

1800 To receive items for next agenda

Elections

Andrew Henderson

1801 For Information only

The Clerk suggested that as we were no longer permitted to hold meetings virtually that the May meeting be held in the AMH following the current COVID guidelines.

All agreed to proceed.

1802 Date and location of next meeting

To confirm the date of the next meeting, this is scheduled for **Monday 17th May 2021** at the Alice Marshall Hall, Middle Barton at **7.30pm**.

<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>