

MINUTES OF A MEETING OF STEEPLE BARTON PARISH COUNCIL
Monday 21st June 2021
THE ALICE MARSHALL HALL, MIDDLE BARTON

Councillors Present: Kate Carter-Windle (Chair), Andy Hinton, Peter Meadowcroft, John Parry, Roger Tyers

Public: 2

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.

1822 **To receive apologies for absence**
Cllr McRobie and Cllr Rosemont

1823 **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

1824 **Minutes of the last meeting**
The minutes from the meeting held on **17th May 2021** were approved and were signed as an accurate record by Cllr Carter-Windle.

1825 **To receive updates on the action points from previous minutes**
a) Update on Traffic calming
Cllr Tyers presented Cllr Rosemont's update in his absence –
The Community Speedwatch scheme has ramped up activity in recent weeks (see Cllr Jackson's report below for more details).

Our recent traffic survey results have been shared and we would like to arrange a face-to-face meeting with OCC Highways to discuss next steps/solutions.

The Section 106 money promised from the Mullin for traffic calming in the Bartons goes to OCC/WODC.

Discussion around arranging a traffic calming committee for the parish council whose job it will be to liaise with stakeholders. This is proposed to be myself, Peter, Jane and Roger – all Councillors approved the new committee.

Keen to work with Cllr Andy Graham who is working with PCs across his division on similar schemes. As the village appraisal confirmed, traffic data evidence aside, this is the number one concern for parishioners.

Steve Ferrelly was in attendance and suggested that for the 20pmh speed limit we concentrate on the Fox to the Cinnamon stick, then 30mph out of the village after the Fox may be an easier win.

Cllr Carter-Windle asked Cllr Graham about the Mullin money, it was confirmed that £250k was currently lodged with OCC. Cllr Graham confirmed that there is an ongoing debate between OCC & WODC. The Mullin planning application states that the S106 environmental contribution would cover Enstone, Middle Barton, Westcote Barton and Gagingwell.

b) Update on Neighbourhood watch

Cllr Tyers presented Cllr Rosemont's update in his absence -

The PC are looking to re-launch a Neighbourhood Watch scheme in the village and have been liaising with TV Police to register a scheme here. Cllr Rosemont will be the administrator and will be looking for volunteers for each road. The Bartons Volunteers will be a good place to start, and we will be in touch with the village once the administration has happened.

c) Update on flooding

Cllr Tyers – we are still collating evidence on flooding and now have sewage plans for the whole village. We are currently concentrating on Church Lane and Moles Lane. The big problem is that Highways drains from Church Lane go into the School and some of the drains in the School are blocked. I discovered that the main drain that goes into the School comes out to Manor Barn Farms. Luke Carter will be developing the barns and is willing to assist with a solution. Therefore, we need to gather as much evidence as possible and suggest a sensible solution. The problem has been reported via Fix My Street as the drains in Moles Lane are completely full; received confirmation that an investigation had been completed but no further details available yet.

1826 **Reports from County and District Councillors (Appendix A)**

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

Cllr Graham

Weekly updates will be sent to the PC, three reports had been distributed before the meeting and will be available on the PC website. Happy to help support the initiative to reduce speed. There is going to be a two page guidance document on schemes to reduce speed, this should be available within the next few weeks. The Barton Bus had been in touch to talk about electric vehicles, I will assist with the business case to attract more funds. A confirmed home to School transport team has been set up to look at current issues and to review the existing policy. This will be for next year as budgets for 2021 have already been set.

Cllr Carter-Windle asked if the reason for the initial problem, the change in the catchment area would be addressed, Cllr Graham could not confirm this.

Cllr Jackson

Speedwatch - Now that the weather has improved, and lockdown is easing the speedwatch team have been able to carry out four sessions checking and recording the number of vehicles driving over 30mph. The checks have shown that cars are still exceeding the speed limit; the car registration is captured and passed electronically to the Police who then issue warning letters. The team is growing with more volunteers joining and we are hoping to have sessions more regularly. The aim is to be able to run the checks on a daily basis.

Planning meetings are now taking place face-to face with the first Uplands Planning meeting being held in the council chamber.

I have heard from the highways officer, Chris Grain, that there is some new technologic piece of kit that they are going to use to “investigate” the blocked ditch drain by the allotments. This may mean that the road will not be closed and traffic diverted.

- 1827 **Standing Orders** – to review and consider a small amendment to the original Standing Orders (2012).

The Council considered the revisions and **RESOLVED** to agree to update and approve the Standing Orders.

- 1828 **Financial Regulations** – to review and consider the Financial Regulations. This will now take place bi-annually.

The Council considered the Financial Regulations and **RESOLVED** to agree that the document was approved.

- 1829 **Information Commissioner’s Office**

Following the internal audit meeting it was recommended that the PC register with the Information Commissioner’s Officer as we handle personal data, this is part of the GDPR changes that came into force in 2018. If we register and pay via Direct Debit there is a £5 discount, with the annual fee being £35.00.

RESOLVED,

THAT all approved the Clerk to register the PC and pay the annual fee of £40.00.

- 1830 **Donation request from the Chair, Friends of Heyford Station**

A request had been received for a donation.

RESOLVED,

THAT a donation of £100.00 would be made.

1831 **Correspondence not covered elsewhere in the Agenda**
None

1832 **Village Matters**

a) Purchase of PC land – to agree a policy

This was discussed with all Councillors agreeing that request to purchase PC land will not be considered.

b) Parking issues entrance to Mill Lane from North Street

Cars are double parked and parking over the white lines at the entrance from North St to Mill Lane. How do we police white lines? Cllr Carter-Windle asked Cllr Graham if he would take this forward to ask if we can have 'Keep Clear' painted next to the white lines. Cllr Graham agreed to go and take a look at the area and report back.

1833 **Reports**

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

Mrs Sally Bryce was recently appointed as the new assistant headteacher, joining us from a School in Witney.

Staff changes

The current reception teacher who was employed for one year, is leaving to join another local school, this was expected as the school moves from 6 classes to 5. In order to develop her experience and her career opportunities, Miss Arthur [year 6] has recently decided to accept a role in a larger school. Mr Martin Smith who has been completing his training at Middle Barton, will be joining the staff in September.

Sports day/ arts day/show

Charlie had been hoping to invite parents to Sports day and to class performances at the end of term. There were also plans to have an 'events day' inviting local people and parents with artistic talents into school. However, as Covid cases in Oxfordshire are higher than this time last year, the County are saying schools need to hold back on parent involvement so it is likely that these plans will have to change. Sports day and performances will be recorded for parents if this is case.

New School Website

The new school website is almost ready to go live. Currently the staff are proof reading and checking the content and teachers will be updating their pages with current photos and information.

Outdoor learning

The children have benefitted hugely from the excellent outdoor learning areas within the school grounds, especially as a result of the Covid restrictions. They have attended Wellbeing assemblies in the Eco classroom and have their very own Forest school on site. I was fortunate recently to attend a session in the Forest school area where Year 1 children were searching for butterflies and caterpillars, learning about Butterfly Life cycles and creating symmetrical patterns using natural objects. We are very fortunate to have a member of staff who works with the teachers taking responsibility for the Outdoor learning sharing her passion and enthusiasm with the children. She also runs an after-school Eco club with help from David Jackson

School development plans

Following work by the school leadership team developing the Creative Curriculum and the recent focus on the Outdoor Learning Curriculum, the next priority area will be the ARTs. Working alongside Miss Sylvester, the ARTs lead, the aim is to create an Arts outdoor space with a covered stage, waterproof instruments and art resources. There are plans to reform the choir when Covid restrictions allow and an intention that all children in the school will learn to play a keyboard over their time at school as well as the recorder. In addition, eight children have signed up for piano lessons and one for guitar, due to start in September.

(b) Highways, pavements and verge – Cllr Tyers

The Dock – most of the holes have been repaired with just one outstanding, this has been reported to Chris Grain. The recent flooding at 33 South Street has also been reported to Chris Grain. Fox Lane – potholes have white lines so will hopefully be repaired soon.

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

Club now open with table service and will be showing the Euros with drink offers.

1834 **Planning applications – Cllr. Rosemont**

21/01392/HHD – 33 South St, Erection of garden studio- comments by 9th June.

No objection – application approved by WODC at the time of this meeting.

21/01459/HHD – 1 Frances Road, Single and two storey extension to the rear elevation and new bay window to the front elevation – comments by 17th June – The PC posted comments regarding the application on the WODC planning portal - application withdrawn.

21/01586/HHD – 21 Church Lane, Side and rear extensions to existing bungalow – comments by 11th June.

No objection

21/01694/HHD – 4 Farriers Road, Replace roof and add new window and door to rear extension. Replace garage roof and add door. Add toilet to garage with door to kitchen. Kitchen extended into the hallway/corridor between the house and the garage – comments by 15th June.

No objection

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21/01403/HHD – 14 Enstone Road, Erection of a two storey and single storey rear extensions – **comments by 15th June.**

No objection

1835 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 **21st June 2021.**

RESOLVED, that all payments listed below were approved and the annual donation of £2,000 to Playing Fields for the Toilets

| Payment Method | Purpose | Payee | Amount |
|-----------------------|---|----------------|---------------|
| BACS | Clerk Salary (May) | Annette Fowler | £ |
| BACS | Traffic Surveys (paid 1/6/21) | OCC | £480.00 |
| BACS | Insurance renewal (paid 1/6/21) | Zurich | £377.68 |
| BACS | Fixing for Dog waste bin North St | Glasdons | £39.08 |
| BACS | Grass cutting – 2 nd cut | N R Prickett | £408.00 |
| BACS | Planting 4 flower boxes & village weed spraying | E Probbitts | £490.00 |
| BACS | Emptying dog bins Fleming Drive & Church Lane | Ubico | £150.00 |
| BACS | PAYE Q1 | HMRC | £190.60 |
| BACS | S/O charge Xmas tree electricity | SSE | £55.30 |

1836 To receive items for next agenda

Items to be emailed to the Clerk

1837 For Information only

None

1838 Date and location of next meeting

To confirm the date of the next meeting, this is scheduled for **Monday 19th July 2021** at the Alice Marshall Hall, Middle Barton at **8.00pm.**

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