

MINUTES OF A MEETING OF STEEPLE BARTON PARISH COUNCIL  
Monday 20th September 2021  
THE ALICE MARSHALL HALL, MIDDLE BARTON

**Councillors Present:** Kate Carter-Windle (Chair), Jonny Rosemont (Vice) Peter Meadowcroft, Roger Tyers, Jane McRobie

**Also in attendance:** Alison Umney, School Liaison Governor, Cllrs Graham and Jackson

**Clerk:** Annette Fowler

**Public:** 2

**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.**

Member of the public asked about the 20mph proposal. Cllr Carter-Windle confirmed the subject would be discussed later in the meeting.

1854 **To receive apologies for absence**  
Cllrs Parry & Hinton

1855 **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

1856 **Minutes of the last meeting**  
The minutes from the meeting held on **19<sup>th</sup> July 2021** were approved and signed as an accurate record by Cllr Carter-Windle.

1857 **To receive updates on the action points from previous minutes**  
a) Update on Traffic calming  
Cllr Rosemont - The PC have put forward a joint proposal with Westcote Parish Meeting for a new traffic scheme part 20mph part 30mph and some changes to the local rural roads from 60 to 50. We are in the very early stages of the application process and will need to gather more data. OCC will make the final judgement based on the information supplied.

There were then discussions around different methods that could be used to reduce speed, i.e., different types of speed signs as a short fix.

A member of the public asked how long the process would take. Cllr Tyers explained that during the next 6-8 weeks we will need to collect a great deal more data, before carrying out the final ATC Surveys required for the final detailed submission which will need to be supported by OCC Communities and acceptable to Thames Valley Police. We cannot put an

exact timeframe on this process, but we are moving forward quite quickly. Cllr Graham mentioned that OCC have confirmed that all schemes should go through the process within 2 years. Our scheme commenced in the early part of the year, so had already been going for some time. Cllr. Tyers stressed that these were only proposals and although they were supported by OCC Communities until all the data has been collected the final scheme, which could also involve formal 'Traffic Calming' measures will not be submitted, accepted or approved.

Once the final scheme is approved by OCC and supported by Thames Valley Police it will be circulated to the general public for their comments and hopefully, their approval. Any formal submission to change speed limits within a built-up area below 30mph has to go through a legal process (Regulatory Consultation) the cost of which is £3,255 which the Parish's will have to undertake to pay. The costs for traffic calming as part of the consultation is an additional £1,800 however, we are hoping to get this included. Any, signage or physical traffic calming which we decide to implement will be additional to the £3,255 however, there is a possibility that we may be able to get joint funding for the scheme or at least a match fund amount. Speedwatch are running regular sessions and collecting data, but we need more volunteers to help Cllr. Dave Jackson and his team, particularly in Steeple Barton Parish. The Parishioner's in Westcote Barton have been very active in collecting Speedwatch data but there has not been the same response from parishioners of Middle Barton so if you can help, please contact Cllr. Dave Jackson.

b) Update on Neighbourhood watch

Cllr Rosemont is still waiting for a response from the official co-ordinator; this is being chased regularly. Cllr Graham offered to make contact too.

c) Update on flooding

Cllr Tyers – Following the intervention of Cllr Graham we had a meeting with Wayne Parker, OCC on August 25<sup>th</sup>. The drains have now been inspected and some cleared as they were completely blocked. This will hopefully take most of the water from Church Lane. However, there is still a problem with the drain in Moles Lane as it is still blocked. OCC have scheduled to be replaced with a 6" pipe, unfortunately this will not happen until February 2022.

1858 **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 Graham**

Reports circulated and available online. Nothing more to add other than currently looking into funding to assist the speed scheme.

**Cllr Jackson**

Traffic – Steve Ferrelly had contact with Martin Cummins, Alpine who will supply more banners and remind staff of the 30mph limit. They also offered to help with the Speedwatch campaign and will ask their staff to volunteer.

Chestnut tree by the hairdressers – currently in discussions with WODC, the ownership of the tree is unknown. If any work is required on the tree WODC must be notified. OCC will only take action if danger to highway.

Replacement of litter bins using dual purpose bins for litter/dog mess. Bins in the village will be replaced in due course.

We will have a new PCSO for this area, more details to follow when available.

**1859 Fixed Assets – to agree to allocate responsibilities for inspection of the Fixed Assets**

Bus shelters -

Golden Jubilee Benches

Youth Shelter -

Salt Bins -

Dog bins -

The Clerk will email Councillors with a section each to check and report back.

**1860 Village Matters**

a) **Tree/Bush opposite 30 Holliers Crescent** – Mr & Mrs Hogarth kindly paid to have the tree trimmed back and have asked if it could be removed.

The Clerk will obtain a quote for the cost of removal from Tree Total and will report back.

**b) Winter salt storage and maintenance of salt boxes**

Cllr Tyers went to investigate at Oathill Farm where the salt is currently stored and found two bags. He will ask Taylors if we can store the salt at their farm going forward. The Clerk to keep in touch with Cllr Tyers and will reorder more salt if required. Mark Henderson was going to help move the salt from Oathill Farm, The Clerk will check this with Ruth Henderson.

**c) Queens Platinum Jubilee 2<sup>nd</sup> – 5<sup>th</sup> June 2022**

Cllr Carter-Windle talked about the Jubilee and suggested main bodies in the village get together to discuss ideas for the celebration.

**d) Tree between Dorn Close & Kirby Close requiring trimming back**

Cllr Rosemont will let Clerk know which tree who will then contact Tree Total to request a quote.

**1861 Correspondence not covered elsewhere in the Agenda**

None

**1862 Reports**

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

The children are all happy and enjoying being back together and the atmosphere around school has been fantastic. The children have all been working hard and really taking great pride in their work, their classrooms and the school grounds. Luckily so far it has been possible to continue to have the children mixing. Kim thanked parents for their support in helping to run the school smoothly.

Following discussions with headteachers and schools in the area and within the trust Kim has made the difficult decision not to have the proposed Sports day this term to avoid any potential disruption that could arise from a Covid outbreak.

Six of our Year 6 children have completed their Sports Leader training at Chipping Norton School. They will use all the skills they have learnt to help raise the profile of sport and physical activity at lunch time in school. The new gym equipment has been fitted on the school field and they have been playing music outside at lunchtime so the children can dance - this has been very popular! It has been great to see the children so active.

Thanks to the efforts of volunteers, the library has been reorganised, cleaned and tidied after being out of use for the past 18months. It is hoped that it will be up and running as soon as possible. Kim is working with the Trust to rectify a damp issue in the building.

Year 6 are away this week on their residential trip to Bushcraft at Cornbury Park learning lots of new skills.

There are some very small classes now, School is actively working on placements for the school.

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

Nothing to report.

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

No report this month.

**1863 Planning applications – Cllr. Rosemont**

**21/02614/HHD** – 41 Worton Road - Proposed two storey side extension, with a pitched roof with flat roof dormer at the rear – emailed to Councillors as comments required by 19<sup>th</sup> August

**No objections**

**21/02773/HHD** – 14 Kirby Close - Proposed extension over garage – emailed to Councillors as comments required by 2<sup>nd</sup> September

No objections

**21/02810/S73** – 27 Marshall Crescent - Variation of condition 3 of planning permission to allow the use of Redland Duoplain Rustic Brown roof tiles. (Retrospective) – emailed to Councillors as comments required by 15<sup>th</sup> September

**No objections**

**21/02728/FUL** - Sycamore Farm Duns Tew Road - Erection of replacement stables/barn – comments by 23<sup>rd</sup> September

**No objections**

**21/02984/FUL** – Manor Barn Farms, North Street - Conversion of existing traditional barns to create dwelling with detached annex

**No objections**

1864 **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 **20<sup>th</sup> September 2021**.

Payment Method	Purpose	Payee	Amount
BACS	Clerk Salary (Aug)	Annette Fowler	£
BACS	ROSPA inspection – playing fields	BVMHF	£206.40
BACS	External audit 20/21	Moore	£240.00
BACS	4 <sup>th</sup> Grass Cut	N R Prickett	£408.00
BACS	Standing Charge for electricity	SSE	£63.33

1865 **External Audit Report** – to receive the report and certificate from the External Auditors

The Clerk confirmed that the external audit carried out by Moores had been completed with one minor error in the period for the exercise of elector's rights.

**The Council RESOLVED** to accept the External Audit report and certificate. The report and certificate had been published in the September 2021 Finance section of the website and the Conclusion of Audit notice was also published on the website.

1866 **To receive items for next agenda**

Items to be emailed to the Clerk

1867 **For Information only**

- a) Cllr Rosemont informed the PC of repairs to his wall.
- b) Gigaclear – cabinets were placed above ground in Holliers when it was agreed that they would be sunk into the ground. Gigaclear have confirmed they will bury the cabinets as requested.

1868 **Date and location of next meeting**

To confirm the date of the next meeting, this is scheduled for **Monday 18th October 2021** at the Alice Marshall Hall, Middle Barton at **8.00pm**.

Paper number(s).	Paper title
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STEEPLE BARTON PARISH COUNCIL

<i>A</i>	<i>Report from County Cllr Graham and Cllr Jackson</i>
<i>B</i>	<i>Accounts for Payment</i>