

**MINUTES OF A MEETING OF STEEPLE BARTON PARISH COUNCIL
Monday 10th October 2022
THE ALICE MARSHALL HALL, MIDDLE BARTON**

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

Also in attendance: Alison Umney (School Liaison Governor), Andy Hinton (Playing Fields), Cllr 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.

A member of the public asked about the Worton Road and Holliers Field proposed developments. It was confirmed that there would be a public consultation at the Alice Marshall Hall, on Friday October 14th for the Worton Road development. It was also confirmed that there was no further news regarding the Holliers Field development. Concerns around the environment were also raised, and a question of whether or not more housing is required in the village. Cllr Rosemont reported that from the Parish Council's perspective, planning/development had been discussed and the estimated number is approximately 10% of the original housing stock (660). The PC confirmed that, as yet no planning applications had been made. Another member of the public ask why North Street had been closed recently, Cllr Tyers confirmed it was investigations for resurfacing work.

1310 To receive apologies for absence

Cllr Parry, Cllr Graham

1311 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).

Cllr Rosemont regarding item (e) under planning.

1312 Minutes of the last meeting

The minutes from the meeting held on **18th July 2022** were approved and signed as an accurate record by Cllr Carter-Windle.

1313 To receive updates on the action points from previous minutes

None

1314 Reports from County and District Councillors (Appendix A)

Signed

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

Cllr Jackson

The Mullins Museum Community Forum - I was unaware that this body had started until I read the report in the DFP, so after chatting to Roger Tyers, I wrote to ask if I could attend the next meeting. I will attend the meeting this coming Tuesday. along with Ken Caldwell representing Our Bus

Possible help with community efforts to address the cost-of-living crisis - WODC are shortly announcing a scheme for local organisations to claim help if they are providing meals. warm spaces etc for residents who are struggling. Posters and leaflets are at the printers as I write. OCC also have a fund of £100,000 that village halls can bid for, and I will help with enquiries if required.

- 1315 **Internal Auditor** – the Council had received a letter of engagement from the existing internal auditor, Jane Olds for the period 22/23.

RESOLVED

THAT, Jane Olds would be the internal auditor for the year 22/23.

- 1316 **Adoption of new Code of Conduct**

The clerk had circulated the new Code of Conduct for review. Cllr McRobie had attended the online course and found it very useful.

RESOLVED

THAT, the new Code of Conduct would be adopted, and all Councillors would complete and sign the register of members' interest forms.

- 1317 **Village Matters**

a) Traffic calming – next steps

Cllr Tyers confirmed that the new 20mph signage had been erected throughout the village and that the Road traffic order came into effect on October 1st. However, not all road signs have been changed; this will be rectified soon. It was confirmed that the PC do not have to pay for the traffic order or signage. If, however we decide to have new flashing speed signs this would then need to be funded by the PC.

A request to Highways has been made for the existing flashing 30-mile sign to be changed from 30 to 20.

Cllr Tyers is also talking to the relevant highways team to discuss the possibility of having the footpath on the North side of Mill Lane/North St junction widened.

It was confirmed that the additional traffic calming work in Westcote Barton could be around £10,000; there would be a match fund. Discussions are ongoing.

The request for 50mph from Hopcrofts Holt to Enstone has been approved. The cost will be shared between the three parishes.

Signed

b) Donation requested - MyVision Oxfordshire – the service is used by parishioners

RESOLVED

THAT, a donation of £100.00 would be made.

c) Donation request - MB Bowls Club – contribution to the cost of maintenance of the green.

RESOLVED

THAT, a donation of £500.000 would be made.

d) Donation request – Seniors Christmas Party at the Sports and Social club – contribution to the cost of the party.

RESOLVED

THAT, a donation of £300.000 would be made.

e) Donation request – AMH – to cover cost of electricity and refreshments during the recent mourning period of Queen Elizabeth II.

RESOLVED

THAT, a donation of £100.00 would be made.

f) Donation request - 4 events planned – breakfasts and lunches - contribution towards cost of heating for the AMH & Sports and Social Club where the events will be held.

RESOLVED

THAT, a donation of £500 would be split between the AMH and the Sports and Social Club

The Clerk confirmed that all of the above donation payments would be included in the October payments.

g) Queen Elizabeth II Memorial/Jubilee tree and bench – to be placed on the Playing Fields

The Clerk confirmed that the new bench would be delivered w/c 17/10/22. Cllr Carter-Windle and the Clerk will source appropriate trees and agree wording for a plaque for the bench.

1318 **Correspondence not covered elsewhere in the Agenda**
None

1319 **Reports**

Signed

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

Our first group of KS2 children have been to Chipping Norton School this week, where they were trained as Sports Leaders.

A group of boys and girls represented the school in a football tournament at Chipping Norton School. They were an absolute credit to the school and played with resilience and enthusiasm.

Year 6 have been on a residential this week and have had a great time. They spent the night camping and the days taking part in a range of outdoor activities.

Macmillan Coffee Morning. Thank you to all of those who came or donated to the charity. It is always a pleasure to hold such worthwhile events at school and get the children involved in charity work. We have currently raised just over £200.

We are always looking to enrich our curriculum and if you or any family members have skills that you think may help do this, then please get in touch.

Parent meetings- We will be holding face to face parent meetings at school during the week beginning 17th October.

Two children from Year 5 attended a Design and Technology AIM (Able, Interested and Motivated) workshop at Chipping Norton School this week.

Open Afternoon- Monday 10th October from 2.30pm. Please arrive via the main reception and sign in, then work your way around each classroom.

School building update

The roof repairs were completed in the school holidays. Work is progressing on the old schoolhouse but has been slower than originally hoped due to uncovering further complications. The toilet refurbishment is still ongoing due to delays obtaining materials and work not being up to standard.

The cleaning company employed by RLT have now employed cleaners.

(b) Highways, pavements, and verges – Cllr Tyers

The Green – tarmacking is required where the curb has been put in, Cllr Tyers will obtain a quote for the work.

The River Dorn is becoming silted up and partly blocked by debris. Suggest a letter is sent to residents who have river frontages asking if they would clear their area. Cllr Tyers will draft the letter.

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

Lots happening with events being planned at the club. The bowls club have their AGM this Friday; the Green is on the agenda with the latest quotation being reduced. The Car park hedging has been trimmed. The Play equipment is in a very poor state with the tunnel actually collapsing. Work is currently being carried out to repair the damage. In the ROSPA report it was stated that the wood chippings need to be replaced. The cost of a bag of

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chippings has risen from £48 to £97 with 10 bags needed. The other option is a bonded finish which is guaranteed for 10 years+, the cost would be £7,250. The preference would be to opt for the bonding. Andy asked if the PC would be willing to make a contribution to the cost. Cllr Rosemont asked if other quotes could be obtained, Andy will look to arrange other quotes. The Clerk will include the contribution request in the next Finance meeting agenda, then full council.

1320 Planning applications – Cllr. Rosemont

a) 22/01820/LBC – 47 South St - Installation of electric charging point, proposed charger on the external wall of the small extension – comments by 9th August – **no objections received from PC – approved on WODC portal**

b) 22/01996/HHD – 2 Rectory Crescent - Single storey porch extension and rear extension. Garage conversion into habitable rooms (revised application of 21/03737/HHD) – comments **by 24th August – no objections received from PC – Application withdrawn on WODC site**

c) 22/02305/HHD – 15A Hillside Road - Proposed first floor side extension - **approved on WODC portal**

d) 22/02300/HHD – 100 North Street - First floor side extension - **comments by 7th October No Objections**

e) 22/02672/HHD – 23 Church Lane - Erection of a single storey extension, with alterations to include addition of a window to side elevation and insertion of roof light
No Objections

1321 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 **12th October 2022**

Payment Method	Purpose	Payee	Amount
BACS	Clerk Salary (Aug & Sept) + Microsoft office renewal £59.99	Annette Fowler	Confidential
BACS	ROSPA Inspection	BVMHF	£ 142.80
BACS	Purchase of tree bench	Reformation Ltd	£ 979.00
BACS	PAYE	HMRC	£ 200.20
BACS	Traffic Mirror cleaning x 4	CTF Window Cleaning	£ 19.80
BACS	Payroll prep Jul-Sept	TP Jones & Co LLP	£ 54.00

The Clerk confirmed that the 2nd Precent payment of £10,780 was received in the bank on 22/9/22.

1322 To receive items for next agenda

Items to be emailed to the clerk

1323 For Information only

Signed

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Mullins – some Councillors had attended 2 meetings held recently. A new planning application will be submitted to increase the number of houses on site. They will also introduce an exhibition centre. There are concerns regarding increased traffic. There will be an exhibition in Middle Barton for the public.

1324 **Date and location of next meeting**

To confirm the date of the next meeting, this is scheduled for **Monday 21st November 2022** 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 Graham and Cllr Jackson</i>
<i>B</i>	<i>Accounts for Payment</i>

Signed