



THE CAUSEWAY

STEVENTON PARISH COUNCIL

Mrs. Angela Einon, Parish Clerk

Telephone: 01235 831024

Email steventonpc@tiscali.co.uk

Minutes of a Meeting of Steventon Parish Council held on Tuesday 1st November 2011 at 7pm in the Village Hall Millennium Room

1. APOLOGIES FOR ABSENCE.

2 PRESENT

Mr R Bosley(Chair), Mr S Fisher, Mr R Green, Mrs S Rees, Mr M Toplis, Mr R Tyrrell and Mr R Wilkinson. Mrs A Einon (Parish Clerk) and Mr B Jones (VWH) were in attendance. There were six members of the public present.

3 TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE COUNCIL'S CODE OF CONDUCT [AND SECTION 106 OF THE LOCAL GOVERNMENT FINANCE ACT 1992]

The whole Parish Council had an interest in the Level Crossing alterations.

4 PUBLIC PARTICIPATION

4.1 PCSO Report

PC Sarah Merritt attended the meeting to introduce herself as the replacement for our area officer Steve Lynch. The main problems in our area were thefts of lead from roof and hare coursers. There was a day of action on hare coursers scheduled for the following weekend. She was advised by the public of problems with a resident in Northway and a van that had been parked in St Michael's Way on the pavement for many months. Any problems should be actioned either on 999 if urgent or on the 0845 number; information reported would be passed to her when she returned to duty.

4.2 The Lantern

No action could be taken on the materials used in this development. They complied with those submitted in the plan. The Parish Council expressed concern that they were expected to be able to read and comment on building plans without the expertise to really understand them. It had become clear that the Vale planning department did not examine materials to establish its suitability for the environment only that it was what the applicant had specified in the application. In this instance it had been suggested that the Parish Council may communicate with the developer and suggest additional planting or fencing. Mr Bosley agreed to speak to the developer.

Action 11/1/01: Mr Bosley

4.3 Level crossing

Concern was raised that the work on the Stocks Lane level crossing appeared to be narrowing the road width by 450 ml and providing a very narrow area on one side marked for pedestrians. No consideration appeared to have been taken for those with wheelchairs and buggies. The Clerk was asked to contact Highways and request an inspection.

Action 11/1/02: Clerk

4.4 Skip Causeway

A skip had been located in the Causeway for a very long time while work was carried out on a house. It was situated in the front garden of the property and therefore not causing an obstruction though it was rather an eyesore. Mr Toplis agreed to have a word with the occupier.

Action 11/1/03: Mr Toplis

5. REPORT FROM ANY DISTRICT OR VALE COUNCILLOR IN ATTENDANCE

Bill Jones reported on the crime statistics for the whole of the Vale from April to September compared to last year. The majority showed a decrease only the incidences of drugs and trafficking had increased.

6. APPROVAL OF THE MINUTES OF THE LAST MEETING.

The minutes of the meeting held on 4th October 2011 were accepted as a true record and signed by the Chair. Proposed: Mr Wilkinson. Seconded: Mr Green

7. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING – REPORTS ON ACTIONS.

7.1. Registration of Parish Council Land

A reply was still awaited from Mr Escreet.

7.2. Dog bins

Contact still awaited.

7.3. Lantern development

The Planning Department agreed that the materials used complied with those applied.

7.4. Traffic survey by Coop

Information had appeared in Steventon News and volunteers were being scheduled time slots. Mr Green hoped to have more information by the next meeting. Mrs Denton was not at the meeting to give information about the posters from the school children.

Action 11/11/04: Mr Green/Mrs Denton

7.5. Future of the Youth Shelter Site

The catalogue had been circulated around the Parish Council and it was felt that the proposed shelter was ugly and not suitable for the location. Mr Green agreed to find some alternative designs and Mrs Rees would investigate what funding may be available. The Clerk would write to Carillion and enquire what money may be available as a contribution from them.

Action 11/11/05: Mr Green/Mrs Rees/ Clerk

The existing hard standing required removal and a fence installed. Possible costs were discussed and Mr Toplis agreed to look into the possibilities of its removal in house.

Action 11/11/06: Mr Toplis

7.6. Letter re Causeway from School to level Crossing

Mr Wilkinson reported that the allotment warden had cleared the majority of the runnels along the Causeway.

7.7. Charity Commission

Mr Bosley had written a report for the Charity Commission.

7.9. Railway crossing modifications

The Clerk had written to Network rail about the gas main installation and most of the holes and barriers seemed to have been cleared up.

7.10. Environment Agency and the Ginge

A survey by the Environment Agency of levels in the Ginge was being carried out. The Clerk had asked if the Parish council could have a copy of the area relating to Steventon.

7.11. Mill race railings

Mr Bosley had examined the railings the post did not require replacement but the rail could be turned in its holders. Mr Tyrrell asked if a spot weld would solve the problem and it was agreed that it would be a solution.

Action 11/11/07: Mr Bosley/Mr Tyrrell

7.12. Culvert by North Star

The Clerk had written to Highways and received an acknowledgement that and assurance that inspection would be carried out.

7.13. Trees at the Vicarage

The Clerk had written to the Diocese about the overgrown fir trees

8. REPORT ON PUBLIC MEETING HELD ON 28TH OCTOBER ON LEVEL CROSSINGS

The public meeting had been very well attended. The resulting letter from Ed Vaizey to Network rail was available to view on the website.

9. MINUTES OF FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 14TH OCTOBER. ADOPTION OF RISK REGISTER AND ASSESSMENT SUMMARY, STANDING ORDERS, FINANCIAL REGULATIONS AND CODE OF CONDUCT

Minor modifications had been made to the Risk Register and assessment summary. The Standing Orders, Financial Regulations, Code of Conduct and Risk Register were adopted with out further modification. The recommendation that Risk Register items should appear on the Agenda each month was accepted.

10. ITEMS FROM RISK ASSESSMENT ACTION SCHEDULE

10.1. RoSPA report on playground

Mr Green reported that there were minor modifications required but none that were hazardous. Mrs Denton was compiling a list of requirements.

10.2. Roads inspections

To be reviewed

Action 11/11/08: Parish Council

10.3. Burial Ground headstone check

A meeting of the Burial ground working party to be arranged to check headstones and the general appearance of the burial ground.

Action 11/11/09: Clerk

11. WORKING GROUP, SUB-COMMITTEE AND REPRESENTATIVES ACTIVITIES

11.1. Finance and General Purposes Committee JB, RB, RG, SR, Clerk

Met on 14th October minutes circulated for this meeting. Conclusions under 9 above.

11.2. Planning Committee RB, CD, SF, MT, RW, Clerk

Nothing to report

11.3. Burial Ground CD, RT, SR, Clerk

Nothing to report

11.4. Village Waterways, ditches and Flooding JB, RB, RG, MT, RT, RW

Ditch clearance day had been postponed and would now be held on 6th November.

11.5. Footpaths RB, SF, RT

The footpaths with drain damage had been reported to Highways..

11.6. Trees and Greens RB, SF, RT, RW

Nothing to report

11.7. Parish Plan RG, SR, Clerk

The working party is ongoing with the review of the last Parish Plan they had met in October and had arranged a further date in November. A large map had been obtained and it was hoped to make use of this to indicate areas of possible development. The status of Station Road was being investigated with Highways and the Footpaths Officer.

Dr Wilding's letter in Steventon News was discussed and Mrs Rees agreed to draft a list of proposals in response.

11.8. Playground CD, RG

Rospa report had been received but the maintenance list was still awaited. Some bolt covers and signs were required.

11.9. Sarinc

Mr Wilkinson was asked if he could propose at the next meeting that a mirror be installed on the allotment fence on the Hanney Road opposite the exit to the Little Green. The path had been lowered to allow buggies and wheelchairs to access the pavement but visibility was very restricted and a mirror for pedestrians would be very helpful.

Fly tipping was costing Sarinc a lot of money in clearance of the bins on the allotment, which were provided only for allotment holders. Action would be taken if offenders were found.

Action 11/11/10: Mr Wilkinson

12. FINANCE

12.1. Accounts 2011-12

The accounts were discussed and agreed. It was proposed that funds allocated to other expenses should be moved to cover the overspend on insurance.

Proposed: Mr Fisher. Seconded: Mrs Rees

The bank mandate had been updated to include the new signatories.

12.2. Cheques for Signature

13. CORRESPONDENCE

13.1. Received

6/10/11		Wilts Berks Canal Trust	Quarterly magazine Dragonfly
7/10/11		CAB	Publication Help for helping your residents a guide for Councillors
7/10/11	E	Iain Brown to R Bosley	Arrangement for public meeting and posting fliers
10/10/11		CPRE with NALC	Booklet how to respond the planning applications details of e learning course will be available online
10/10/11		VWHDC	Parish Elections reminder to submit candidate returns. Require a nil return for spending expenditure
10/10/11	E	C Wilding	Re letter to ORR about the crossing
11/10/11		Michael Robson	Copies of letters sent to Network Rail and Ed Vaizey
12/10/11		British Legion	Appeal for funds for Oxfordshire repatriation memorial bell
12/10/11		ORCC	Annual Review
14/10/11		VWH	Invitation to town and parish forum Wednesday 23 November Wantage civic hall 5.30-9pm
14/10/11		VWHDC	11/02271/FUL 36 Castle Street. Erection of a two storey rear extension and side garage.
14/10/11	E	Mike Murray	Jubilee mug to school age residents, possible assistance funding from vale.
15/10/11		Sharon Cottrell Office of the Rail Regulator	Response to letter confirm changes to level crossings would require a new or variation order
16/10/11	E	Dick Bosley from Ed Vaizey	Chair of public meeting
17/10/11		VWH	Corporate plan consultation comments by Tuesday 3 January. Views
18/10/11		Play safety ltd	Rospa report and invoice Checklist to follow

18/10/11		South and Vale Carers Centre	Invitation to AGM 8 th November Steventon Village Hall
18/10/11	E	OALC	Members update
18/10/11	E	Iain Brown to Dick Bosley	Arrangements for public meeting
19/10/11	E	Ian Matten	Results of best kept front garden competition. Has difficulty finding cottage gardens
20/10/11		VWH	11/01731/FUL 99 The Causeway Demolition of existing detached garage erection of Granny Annex. Application Withdrawn
20/10/11		Came & Co	Parish Council Insurance
20/10/11		SLCC	The Clerk Magazine
20/10/11		VWHDC	11/01774/FUL 128 The Causeway. Addition of mono pitched roof detail to front elevation, balcony terrace over existing ground floor lounge/utility, addition of continental folding doors, new external door opening, removal and addition of windows, associated internal alterations. PERMIT 13/10/11
22/10/11		Clerks & Councils direct	Magazine
22/10/11		OPFA	The Playing Field newsletter
24/10/11	E	Derek Stork	Copy of correspondence re level crossings
24/10/11	E	Rita Atkinson	Request for Damascus contribution
24/10/11	E	Liam Bateman Network Rail	Copy of letter from Carillion
25/10/11		VWHDC	Consultation on the draft interim Housing Policy deadline for comments Friday 25 November
25/10/11	E	Sue Rees	Correspondence re The Lantern and planning generally
26/10/11		Thames Water	Comments invited by 11 November to management plan
26/10/11	E	Natalie Tappin	Response re Northway. PCSO's aware and involved Alex Gilbert new Housing Officer has spoken to residents.
26/10/11	E	Mandy Bell Highways	Response to complaint re culvert at Stocks Lane will investigate and get back with solution
27/10/11		Nick Thompson	Letter re spoil from gas main installation left in ditches Castle Street
27/10/11		VWH	11/02534/RMC 39 The Green Variation of condition 9 of planning permission 10/01937/FUL to allow window to be fitted with obscured glazing instead of raising cill height to 1.7m above floor level.
30/10/11		Milton Matters	Newsletter
31/10/11	E	Ed Vaizey	Copy of letter to Network rail from public meeting

13.1.1. **VWHDC Consultation on the draft interim Housing Policy deadline for comments Friday 25 November**

Concern was expressed over the short period allowed for response. The Clerk would circulate a copy for completion. All Parish Councillors were asked to reply in draft and send to the Clerk who, would with the Chair, put the return together.

Action 11/11/11: Parish Council/Clerk

13.1.2. Thames Water Comments invited by 11 November to management plan

Mrs Rees agreed to look at the plan to see if any reply was required.

Action 11/11/12: Mrs Rees

13.2. Sent

5/10/11	E	Planning VWHDC	Response forms
6/10/11	E	Liam Bateman Network rail	Information on gas main work blocking roads in the village
7/10/11	E	Anna Kennedy CRCC	Request for housing needs survey results
10/10/11	E	Tonks Bros	Form for proposed burial
12/10/11	E	Sara Collins	Thank you for letter re housing plans
14/10/11	E	Mandy Bell Highways	Status of Station Road
14/10/11	E	Mark Sumner Footpaths officer	Status of Station Road and ownership
24/10/11	E	Natalie Tappin Vale housing	Trouble in North way
25/10/11	E	Highways	Report culverts frequent blockage Stocks Lane
25/10/11	E	Diocese of Oxford	Trees in Vicarage Field Gardens
28/10/11		Bill Jones	Minutes and Agenda
28/10/11		I Brown	Minutes and Agenda
28/10/11		M Murray	Minutes and Agenda

14. PLANNING MATTERS

14.1 Planning applications

14.1.1. **11/02154/FUL 79 Hanney Road Steventon OX13 6AN.** Proposed re-build of existing workshop and addition of annex/flat to first floor.

No objection but neighbours feelings to be taken into account and the resulting annex should not be a separate dwelling.

14.1.2 **11/02534/RMC The Gables, 39 The Green, Steventon** Variation of condition 9 of planning permission 10/01937/FUL to allow window to be fitted with obscured glazing instead of raising cill height to 1.7 m above floor level.

No objection

15. MATTERS FOR FUTURE DISCUSSION AND INFORMATION

Mrs Rees reported that she and Mrs Denton had attended the Planning Information meeting organised by the Vale and had found it useful in content and for the opportunity to put faces to names. Mr Bosley, Mr Wilkson and Mr Fisher were attending the same meeting to be held in Didcot next week.

A new access to the field on the Hanney Road by Mr Gregory is on a bend. The Clerk to report to Highways

Action 11/11/13: Clerk

Diamond Jubilee mugs – on next Agenda

16. DATE OF NEXT MEETING. 6th December 2011.

The meeting closed at 8.55 pm.

APPROVAL Signed as a true record of the Meeting:

Name: Mr Richard Bosley
Position: Chair of the Parish Council

Signature:

Date: **6th December 2011**