



THE CAUSEWAY

STEVENTON PARISH COUNCIL

Mrs. Angela Einon, Parish Clerk

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A virtual meeting of Steventon Parish Council was held on Wednesday 15th April 2020 at 7pm

1. APOLOGIES FOR ABSENCE.

Apologies had been received Mr M Tucker (who hoped to join the meeting late)

2. PRESENT

Dr C Wilding, Chair, Mr J Bennett, Mrs C Brickwood, Mr J Clark, Mrs C Denton, Mr R Green, Mr J Rice, and Mr M Stimpson-Tame. Mrs A Einon (Parish Clerk) and Cllr Mike Fox-Davies (OCC) were in attendance. There was one member of the public present.

3. DECLARATIONS OF PECUNIARY INTERESTS AND OTHER DECLARATIONS

To receive any declarations of disclosable pecuniary interests, and other declarations, in respect of items on the agenda for this meeting.

No declarations were received.

4. PUBLIC PARTICIPATION

4.1. Notice of community support

Parts of the village had not received Steventon News and therefore were unaware of the details of the community support that was available from the Parish Council. The road that had not received Steventon News through the door would have a leaflet delivered by the Post Office, complying with required distancing and safety protocols, in the next week. Response from the village had been good and there were now in excess of 40 volunteers on the register to shop, pick up prescriptions, etc. There had been 10 applications for help which had been completed.

4.2. Steventon News

A shortened form with no adverts is planned for May. It will be available to collect from the Coop and also on the website Steventon.info.

5. REPORT FROM ANY COUNTY OR DISTRICT COUNCILLOR IN ATTENDANCE

Cllr Mike Fox-Davies reported:

An email had been sent updating NHS, stakeholders, councillors etc on the Covid-19 links for vulnerable adults, mental health and a variety of other information and contacts that could be useful at this time. The zebra crossing lighting would be installed as soon as a date can be scheduled, currently only working on emergency installations. The Hanney Road chicane is still to be actioned, but it is hoped to separate the land ownership of the ditch area from the installation on the road, this would enable progress to be made with the installation.

The tips are unlikely to reopen until the end of lockdown but VWH have reinstated paid bulk collections for large items.

6. APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the meeting held on **3rd March**, were accepted as a true record. The participants were asked to forward any alterations to the Clerk via email.

Proposed: Mr Clark. Seconded: Mr Bennett

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

7.1. Little Green

Ayres Tarmac had been sent an order and had met the Clerk for a site visit. The work was scheduled to be started on 31st March but lockdown due to the Corona virus caused cancellation. Mr Green had postponed his contact with Biffa until the work had been done, when he would press for a contribution to the costs. Mr Green would also respond to the email from Mr Lifac regarding the problems with mud and parking.

Action 20/04/01: Mr Green

7.2. Abbots Meadow Incidents

Mr Tucker was not present to update.

Action 20/04/02: Mr Tucker

7.3. Linden snagging

Ongoing Response from Graham Gregory still awaited. Land still not registered to Parish Council Dr Wilding had spoken to Mr Hornsby who thought the land was registered. The Parish has not received any notification of ownership. Mr Green would take up with Richard Hornsby, and solicitors previously involved. Linden had now been absorbed by the Bovis group. Linden at Milton had been closed down and was being run by Southern Counties Bovis at Basingstoke. Mr Green would take up with Mr Hornsby to follow up land registry with the legal firm used by Linden for the agreement that had still not completed, clearing ditches. Etc.

Action 20/04/03: Dr Wilding/Mr Green

7.4. Network rail crossing and bridge

A draft letter from Network Rail to the village had been received. It indicated that the timetable was working satisfactorily and therefore the railway bridge was no longer in danger of demolition. The appeal lodged with VWHDC against the decision to deny would be withdrawn. Information on Level crossing time delays was still awaited.

Action 20/04/04: Mr Green

7.5. VE day 8th May

VE day celebrations were cancelled due to the Corona virus.

7.6. Trees near Pugsden Lane

SSE had responded to the Clerks complaint of debris left behind after tree cutting. The area had been cleared.

7.7. Parish council land

The Clerk had passed a copy of the response from the Land Registry, of land registered to the Parish, to Mr Green. The Land Registry had advised that maps of locations that were to be registered should be sent to them. They would then advise a cost.

Action 20/04/05: Mr Green

8. ITEMS FROM RISK ASSESSMENT ACTION SCHEDULE

- 8.1 Councillors to be reminded annually of need to read and understand Procedural Documents
- 8.2 Check made quarterly to ensure no personal details of the general public are held on computer. No personal details are held.
- 8.3 Bi-annual check of Headstones by Council Members
The inspections had been postponed until lockdown is lifted.

9. WORKING GROUP, SUB-COMMITTEE AND REPRESENTATIVES ACTIVITIES

- 9.1 **Finance and General Purposes Committee JB, JC, CB, JR, CW, Clerk**
Not met
- 9.2 **Planning Committee JB, CD, RG, CW, Clerk.**
Not met
- 9.3 **Burial Ground CD, JC, MT, MST, Clerk**
Not met. Meeting to be arranged to check headstones when lockdown is finished.
- 9.4 **Recreation and Open Spaces – Trees, Greens, Waterways, Footpaths, Playground, Sports Hall. JC, CB, CD, RG, JR, MT, MST, CW**
St Michael's Play area update

The S106 application had been approved by the Vale and the Clerk had received notification of transfer of the funds to the Parish bank account. Mr Tucker was not present to comment.

Action 20/04/06: Mr Tucker/Recreation and Open Spaces

Assets of community value

The North Star: Recreation still to meet, Dr Wilding had commenced completion of the application.

Action 20/04/06: Recreation

The Clerk would write to the Environment Agency for an update on the progress of their contact with Milton parish and the flooding caused to Steventon. The letter to address the OCC footpaths officer as the flooding had blocked the footpaths to Milton and the A34.

The footpath in Mill Street had been damaged by a digger clearing the moat at Church Farm. Report on Fix my street and to Highways. Dr Wilding would provide photographs.

Footpaths reports had been circulated to the Clerk. There appeared to be no problems apart from the previously mention Milton Lane.

9.5 Village Infrastructure & Resilience – Railway, Roads, Drains JB, RG, JR, MT, CW. Resilience volunteer Simon Holloway

See 4.1 and 7.1.

Action 20/04/07: Infrastructure

How can we compile a list of vulnerable people, or how to encourage them to notify us? The list would be useful to service providers, such as Thames Water, who will contact anyone vulnerable to ensure they are able to cope when there is a danger of flooding or an electricity cut. Mr Green would draft and circulate before Steventon News deadline.

Pedestrian crossing

The zebra crossing had been installed but was not yet operational. Lighting was still to be installed. See 5.

9.6 Sarinc CD

Nothing to report.

9.7 Neighbourhood Plan CB, RG, JC, CW, Clerk and volunteers: Lorraine Atkins, Laura Bosley,. Dick Bosley, Nigel Goode, Caroline Miller, Jon Spiller, Nick Thompson

The Neighbourhood plan steering group had met on 9th, 16th but further meetings had been postponed due to the closure of the North Star and the coronavirus movement restrictions.

9.8 Website group CB, RG, JR, Clerk

Draft now available to be populated.

9.9 Other representative reports

9.9.1 Milton Park Forum CW, CB

No meeting

10. FINANCEFINANCIAL REPORT 2019-20

The accounts for this month were discussed and approved
Proposed Mr Bennett. Seconded Mr Tucker

10.2. CHEQUES FOR SIGNATURE

11. CORRESPONDENCE

11.2. Received

Date		From	Topic	Action
4/3/20	E	Robin Wilkinson	Photo' s of debris left by SSE on Pugsden Lane	
5/3/20	E	Alex Richards SSE	Site visit due will ensure clearance	
5/3/20	E	Dave Cookson VWH	Acceptance form for S106	
5/3/20	E	Think trees	Quote to survey other trees on Green	
5/3/20	E	Various	Footpath returns	
8/3/20	E	John Clark	Owl boxes	
11/3/20	E	Various	Copse maintenance	
14/3/20	p	Mrs A Turton	Rubbish bin emptying	*
16/3/20	P	Wantage Independent Advice Centre	Thank you for Donation	
16/3/20	e	Oxfordshire South and Vale CA	Thank you for Donation	
16/3/20	e	Mark Francis	Update lights on zebra waiting installation	
17/3/20	E	John Tabor Be Free Young Carers	Thank you for donation	
19/3/20	p	Home Start Southern Oxfordshire	Thank you for Donation	

19/3/20	p	Thames Valley Air Ambulance	Thank you for Donation	
19/3/20		Sara Williams BGG garden and tree care	Grass cutting contract confirm for 20-21	
20/3/20	E	G Ayres	Work on little green order received meet	
24/3/20		Martin Read	Pothole work	
25/3/20		Kay Greenbank Ofwat	Stakeholder application passed to activate	
25/3/20	E	Cllr Mike Fox-Davies	Register volunteer community groups	
25/3/20	E	G Ayres	Cannot do work due to virus shutdown	
27/3/20	E	Oxfordshire Association for the Blind	Thank you for the donation	
31/3/20	p	Rebekah Swift	Paddock rent and burning rubbish	*
31/3/20	E	Sue Rees	Delivery of Steventon News	
1/4/20	E	Town & Parish Council Website	Invoice	
3/4/20	E	John Clark & Richard Hall	Owl nest boxes	
3/4/20	E	SLCC	Virtual meeting regulations	
3/4/20	E	Planning policy Vale	Invitation to submit sites for Local plan 2041	
5/4/20	E	John Rice	Zoom get together to trial system 6/4/20	
6/4/20		J Godfrey & Son	Funeral Terence Prior 8 th April	
7/4/20	E	Mario Lifac	Little Green repairs	
7/4/20		Matthew Barber	Grant available for Covid 19 community work	
7/4/20	E	Robert Green from NR	Steventon overbridge appeal to be retracted	
8/4/20		Josh Sharp Planning Vale	RE: FW: Emailing: P20.V0642.FULL - Apple Cottage 4 The Green Steventon Abingdon	*
8/4/20	E	Green and Wilding	Press statement re Steventon overbridge	
9/4/20	E	Richard Hall	Boxes for the Copse	
12/4/20	E	Sue Rees Village Hall	Website addition during closedown	
14/4/20	E	HMRC	Payment confirmation paye	
14/4/20	E	Katie Cook Vale Planning	Re: Planning application P19/V3215/FUL - Land between 'The Furrows' and 26 Stonebridge Road, Stonebridge Road, Steventon, OX13 6A	

11.1.1 Rubbish bin emptying

There was a long discussion on the advisability of emptying the Parish rubbish bins in the current lockdown situation. It was decided that the bins should be sealed for the duration of the Covid-19 lockdown as the risks to those emptying was too great. Notice to be put on the bins explaining why they were sealed and asking for rubbish to be taken home or placed in an alternative bin. The bins by the roadside would continue to be emptied by Biffa, contents were not sorted so did not pose so much of a danger to the operatives. The Clerk would write to Mrs Turton to advise her of the decision.

11.1.2 Rebekah Swift had raised the problem of burning rubbish in the paddock as a danger to her horses. The Parish Council were not sure why the allotment warden was burning tree trimmings in the paddock. Mrs Denton agreed to raise with Sarinc.

Action 20/04/08: Mrs Denton

11.1.3 Masons Fair

The Clerk to write to James of Mason's Fair to ensure that they would not be arriving this year at the end of May as previously arranged.

Action 20/04/09: Clerk

11.2 Sent

Date	To	Topic	Action
7/4/20	Mrs A Turton	Rubbish bin emptying stop during the current	

			pandemic	
4/3/20	E	Robin Wilkinson	Pugsden lane trees referred to SSE	
4/3/20	E	Alex Richards SSE	Photo of debris left by tree trimmers Pugsden Lane	
10/3/20	E	Dave Cookson Vale	S106 approved, agreement to sign	
10/3/20	E	Didcot Garden Town	Parish Councils sounding board Representative Dr C Wilding	
12/3/20	E	Kay Greenbank Ofwat	Stakeholder application letter	
12/3/20		B D Tonks	Memorial application	
16/3/20		Mark Francis	Thank you for zebra update	
20/3/20		G Ayres	Meeting	
24/3/20		Martin Read	Re pothole repair schedule	
24/3/20		Carter funerals	Memorial stone modification	
26/3/20		Dave Cookson Vale	Signed form to release S106 funds	
3/4/20		Richard Hall/John Clark	Owl boxes number required	
6/4/20		Councillors	Mason's fair Little Green end May	*
7/4/20		J Godfrey & Son	Funeral confirmation Terence Prior	
8/4/20		Josh Sharp Planning Vale	Re: FW: Emailing: P20.V0642.FULL - Apple Cottage 4 The Green Steventon Abingdon OX13 6RP	
12/4/20		Sue Rees Village Hall	Changes made to Website as requested	
8/4/20		Councillors	Virtual Parish Council meeting 7 pm 15 th April	
13/4/20		Registrar hub	Green form for Terence Prior	
14/4/20		Katie Cooke Planning Vale	Re: Planning application P19/V3215/FUL - Land between 'The Furrows' and 26 Stonebridge Road, Stonebridge Road, Steventon, OX13 6A	

13. PLANNING MATTERS

13.1. Applications

13.1.1. P20/V0642/FUL Apple Cottage 4 The Green Steventon Abingdon OX13 6RP Construction of detached house and garage. A revision will be issued.

The application had been very lacking in information, comment from the Countryside officer required a holding objection on what is proposed for the existing trees and shrubs.

Not discussed as revised application regarding the ownership of the access land to be submitted.

14. MATTERS FOR FUTURE DISCUSSION AND INFORMATION

Nothing was raised.

15. DATE OF NEXT MEETING Virtual meeting to be held on 5th May.

The Annual meeting with the Parish and the Annual Parish Meeting are postponed. Committee representatives and Chair to continue for a further year.

The meeting closed at 8.45 pm

APPROVAL Signed as a true record of the Meeting:

Name: Dr C R Wilding

Position: Chairman of the Parish Council

Signature:

Date: 5th May 2020