



THE CAUSEWAY

STEVENTON PARISH COUNCIL

Mrs. Angela Einon, Parish Clerk

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A virtual meeting of Steventon Parish Council was held on Tuesday 2nd June 2020 at 7pm

1. APOLOGIES FOR ABSENCE.

Apologies had been received from Mr R Green

2. PRESENT

Dr C Wilding, Chair, Mr J Bennett, Mrs C Brickwood, Mr J Clark, Mrs C Denton, Mr J Rice, Mr M Tucker and Mr M Stimpson-Tame. Mrs A Einon (Parish Clerk) and Cllr Mike Fox-Davies (OCC) were in attendance. The meeting was joined by five members of the public.

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. Steventon Sports and Social Club

Paul Flint and Lucy Perkins joined the meeting to present the proposals for reopening particularly the bar. They felt that if an area of the green immediately in front of the pavilion could accommodate spaced tables then the SSSC could reopen on a limited schedule. Inside would not be accessible, it may be possible to use two gazebos in case of rain. The Parish Council were in full agreement for the use of the immediate area of the green by the SSSC but reiterated that the area could not be restricted for access as a green is open to all.

4.2. Traffic

The belisha beacons on the zebra crossing in the High Street had been turned and were no longer clearly visible on approach. The Slow sign on Steventon Hill had now not working at all.

4.3. Steventon News

The July issue will be shortened and again with no advertisements. No income from advertisements could put the publication in peril. Currently using small amount of savings.

5. REPORT FROM ANY COUNTY OR DISTRICT COUNCILLOR IN ATTENDANCE

Cllr Mike Fox-Davies reported:

Test and Trace

As you will be aware, Test and Trace was launched across England on Thursday (28 May). The service is designed to help identify, contain, and control coronavirus, reduce the spread of the virus and save lives. It forms a central part of the Government's COVID-19 recovery strategy, which seeks to return life to as close to normal as possible, for as many people as possible, in a way that is safe and protects the NHS and social care. OCC are currently in discussions across the Oxfordshire system about the development of a local outbreak control plan, and we will update you with further details as soon as we can.

Schools

Across Oxfordshire, headteachers are working tirelessly to make the final preparations for welcoming back more children from **Monday 1 June**, following Government guidance. Each school is unique and the risks and challenges will vary – but **safety, hygiene and social distancing are absolute priorities.**

Changes to school bus pick up points

As schools begin to open their doors to more pupils, we have been **risk assessing** the pick up points used by the School Transport network. This is to ensure there is enough space for children to maintain **social distancing guidelines.**

Update on the registration of births

Birth registrations here in Oxfordshire and elsewhere in England and Wales have been suspended by central Government since the beginning of the coronavirus pandemic.

The usual national requirement to register a birth within 42 days does not currently apply. Our registration offices in Oxfordshire are closed to the public and registrars are currently only registering deaths and stillbirths.

Extended hours at recycling centres

Please help spread the word that all seven of Oxfordshire's household waste recycling centres (HWRCs) are now open from **8am to 5pm, seven days a week**.

Re-start, Re-cover, Re-new

Councils will have a leading role to play in helping restart the local economy while maintaining social distancing, and colleagues across both OCC and CDC are preparing for the next stages of the easing of lockdown restrictions. We are also working hard on a series of temporary changes to roads and transport networks to help residents travel safely and abide by social distancing.

There has been particularly clear support for measures including a wider roll-out of 20 mph speed zones where supported by residents; the introduction of school streets to restrict motor vehicles around schools at certain times of day; improved cycling infrastructure, such as more cycle-only lanes in every town; and additional cycle facilities, such as more secure cycle racks at rural bus stops. You can read more about our work clearing cycleways and footpaths in our [media release](#).

Cllr Mike Fox-Davies reported that he was pushing the chicane installation at every opportunity and was investigating the possibilities of controls on Steventon Storage Facility.

6. APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the virtual meeting held on **5th May**, were accepted as a true record.

Proposed: Mr Bennett. Seconded: Mr Tucker

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

7.1. Truck

Truck 2020 has officially been cancelled

7.2. Little Green

A meeting to agree progress would be convened as soon as possible when lockdown was lifted.

7.3. Linden snagging

Ongoing Response from Graham Gregory still awaited. Richard Hornsby confirmed that the transfer of land from Linden homes was in progress. Contact with solicitors regarding outstanding items in the agreement was ongoing.

Action 20/06/01: Dr Wilding/Mr Green

7.4. Parish council land

Mr Green was not present to give an update.

Action 20/06/02: Mr Green

8. STEVENTON SPORTS AND SOCIAL CLUB RE-OPENING

See 4.1 above.

9. ITEMS FROM RISK ASSESSMENT ACTION SCHEDULE

9.1 Publication Scheme under the Freedom of Information Act.

The model publication scheme was approved for a further year

9.2 Review Register of Ownership annually.

The register of ownership was under review see 7.4 above

10. WORKING GROUP, SUB-COMMITTEE AND REPRESENTATIVES ACTIVITIES

10.1 Finance and General Purposes Committee JB, JC, CB, JR, CW, Clerk

Not met

10.2 **Planning Committee JB, CD, RG, CW, Clerk.**

Not met

10.3 **Burial Ground CD, JC, MT, MST, Clerk**

Not met.

10.4 **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 work had started on 1st June and had already removed the surface from the play area completion would take about three weeks

Action 20/06/03: Mr Tucker/Recreation and Open Spaces

Assets of community value

The North Star: Dr Wilding had circulated the draft application and incorporated comments received. The Clerk would submit the application.

Action 20/06/04: Recreation

The Clerk had written to the Environment Agency for an update on the progress of their contact with Milton parish and the flooding caused to Steventon the response from Joey Freun states: This area is known to flood when groundwater levels are high.

The Environment Agency are not responsible for the maintenance of watercourses. That responsibility rests with the riparian landowner as per the guidance on .GOV.UK, which can be found here: <https://www.gov.uk/guidance/owning-a-watercourse>

If there is an obstruction within the culvert, then it would be for the local council to resolve, as part of their riparian landowner responsibilities. The Environment Agency will contact the council informing them of this potential blockage, however the Environment Agency will not be clearing/maintaining the culvert.

Mr Bennett reported that Steventon Sports and Social Club would like to apply for support for the installation of an underground water supply to facilitate maintenance of the cricket pitch and surrounding area. It had become urgent as sport is suspended at present and the installation could be made without disrupting any games. The Parish Council fully supported the suggestion that the S106 funds available to the SSSC should be used for this purpose and had no objection to the installation on the green, which is in their ownership.

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

Nothing to report

10.6 **Sarinc CD**

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

Not met.

10.8 **Website group CB, RG, JR, Clerk**

Progress on populating the new site is slow.

10.9 **Other representative reports**

10.9.1 **Milton Park Forum CW, CB**

No meeting

11. **FINANCE**

11.1 **Financial report 2020-2021**

The report was discussed and agreed. Proposed: Mr Bennett: seconded Mr Clark

11.2 **Cheques for Signature**

12. **CORRESPONDENCE**

12.2. Received

Received	From	Subject	
07/05/2020	alert@neighbourhoodalert	Keeping You Safe and Well During Covid-19 07/05/2020 11:17:02 [321421]	
07/05/2020	Chandler2, Louise - Corporate Services	NHS healthcare over the May bank holiday weekend	
07/05/2020	Cllr Mike Fox-Davies	Fw: Limited reopening of Oxfordshire's Household Waste Recycling Centres announced	
07/05/2020	Communications	Press release - Four important messages ahead of this Bank Holiday weekend	
07/05/2020	Joe McDermott	Re: 2-6 High Street, Steventon	
07/05/2020	mark tucker	Playground facilities	
07/05/2020	Martin Stimpson-Tame	Truck announcement	
07/05/2020	OALC	Modified Standing Orders	
07/05/2020	Oxfordshire Neighbourhood Plans Alliance	Update from ONPA	
08/05/2020	Christine Ewing	Stile to Copse on Castle Street	
10/05/2020	steventon news	Steventon News -contributions for June issue	
12/05/2020	Fruen, Joey	RE: GE10573: Ginge Floods and footpaths - flooding	
12/05/2020	Town & Parish Council Websites	Coronavirus Update - We are Open	
13/05/2020	Andre Botha	Fwd: ZOOM meeting Thursday	
13/05/2020	Community Engagement (Corp Comms)	Campaign Materials - Online Child Sexual Abuse	
13/05/2020	playsafety	Notification of play area inspection in July for Steventon Parish Council	
13/05/2020	ThePensionsRegulator	Time is ticking: workplace pensions re-enrolment	
14/05/2020	Campaign to Protect Rural England Oxfordshire	Planning & Democracy during Covid-19	
14/05/2020	harwell.ssg (MAG)	Magnox update re ASW contract	
14/05/2020	Martin Stimpeon-Tame	Re: Linden Phase 3	
14/05/2020	Matthew Barber	Re: Grant available to assist with COVID-19 emergency work	
15/05/2020	Rahaman, Mohammad - E&E	Distribution S-14(2) Em No Right Turn Restriction - T7803 (EN) - Drayton, HWRC (B4017) Steventon Road	
17/05/2020	Cllr Mike Fox-Davies	Emergency Active travel Survey	
18/05/2020	Hind, Lorna - Chief Executive's Office	Return of Form 9s to confirm a burial has taken place	
18/05/2020	Registration Hub	RE: Green form returns	
19/05/2020	alert@neighbourhoodalert	Get Safe Online Advice Re Safe Email 19/05/2020	
19/05/2020	Chandler2, Louise - Corporate Services	Two Stories: Mental Health Awareness Week	
19/05/2020	Communications	CORRECTION TO PRESS RELEASE - New government business grants not enough	
19/05/2020	Jason Shepherd	RE: Pre-start Meeting	
19/05/2020	JOHNSTON, David	Contact if help required	
20/05/2020	Countryside Records	RE: Who to contact	
20/05/2020	Edward Carter Wantage	t/l Violet Dorothy Dunsdon	

21/05/2020	Graham2, Robert - E&E	FW: TTRO (T7559) Temporary Road Closure, Sutton Courtenay, Brook Street and Drayton Road*REVISED DATES*	
21/05/2020	Ann Turton	Thank you	
22/05/2020	admin	Tell us about your rural community working together during COVID-19 lockdown	
22/05/2020	Eleanor Mayhew	Ock Catchment Partnership Newsletter	
22/05/2020	FixMyStreet	New FixMyStreet updates on report: 'Culvert under Stocks Lane'	
23/05/2020	Cllr Mike Fox-Davies	Oxfordshire to extend opening hours at Household Waste Recycling Centres	
23/05/2020	Cllr Mike Fox-Davies	Bold plans for transport as Oxfordshire prepares for the "new normal"	
24/05/2020	Alison Jarratt	Re: Internal audit	
24/05/2020	Gammond, Peter - Community Safety	Oxfordshire County Council - Gypsy and Traveller service	
25/05/2020	crwilding	Fwd: SSSC Re-Opening	
25/05/2020	Oxon Sa	REMINDER - Extended deadlines for submission of annual accounts to 31 March 2020	
26/05/2020	alert@neighbourhoodalert	Appeal For Witnesses Following Exposure In Wantage 26/05/2020	
26/05/2020	Carlaw, Clare	Water Resources Forum - 15 June - 10 to 12pm	
26/05/2020	FixMyStreet	New FixMyStreet updates on report: 'Large trees concerned residents'	
27/05/2020	Christopher Wilding	Re: Water Resources Forum - 15 June - 10 to 12pm	
27/05/2020	Hill2, Tina - E&E	RE: trees in Hanney rd Steventon	
28/05/2020	Edward Carter Wantage	Re: t/l Violet Dorothy Dunsdon	
28/05/2020	Oxfordshire County Council News	Cycleways and footpaths to be cleared and repaired as council anticipates demand surge	
28/05/2020	Paul Flint	Participation in June 2nd Meeting	
28/05/2020	TTRO Requests	TTRO (T7886) Temporary Road Closure , Steventon, The Causeway	
29/05/2020	Active Communities	Leisure Assessments	
29/05/2020	alert@neighbourhoodalert	Burglary Non Dwelling Rowstock 29/05/2020 22:07:50	
29/05/2020	OALC	OALC Update May 2020	
29/05/2020	Podlasiak, Kasia - Oxfordshire Customer Services	Oxfordshire Libraries - Digital Update May 2020	
31/05/2020	Martin Stimpson-Tame	Rubbish on the green	
31/05/2020	S.M. Rees	Re: Steventon News - June issue for website please	
01/06/2020	Cllr Mike Fox-Davies	Re: Meeting 2nd June	
01/06/2020	Communications	Volunteers make all the difference in South and Vale	
01/06/2020	Communications	South Oxfordshire and Vale of White Horse District Councils media release - Parking charges to be re-introduced in South and Vale car parks	
01/06/2020	Jane Hornsby	Parish Council meeting tomorrow evening	*
01/06/2020	Margie Peden	Virtual Parish Council Meeting	

01/06/2020	S.M. Rees	Re: Steventon News - June issue for website please	
02/06/2020	Sally-Ann White	Water voles	*

11.1.1 Bin emptying

Re commencement of emptying the litter bins was raised. It was felt that the option should be passed to the Turton's to decide when they restarted, but to recommend not sorting but using the currently empty village hall bins.

11.1.2 Suggestion to recognize the support of the Co-op during the pandemic

It was agreed that the Parish Council would like to make a presentation of a certificate to the staff of the Co-op who had excelled in their service to the village.

Action 20/06/05: Clerk

11.2 Sent

Date	To	Subject
06/05/2020	Joe McDermott	2-5 High Street meeting
12/05/2020	Andre Botha	Zoom meeting
12/05/2020	Joe McDermott	2-5 High Street
13/05/2020	C Wilding	Village Hall rate
13/05/2020	R Green	Footpath Stile repair
16/05/2020	Registration	Green form returns
20/05/2020	Joe McDermott	Comments on proposed application
20/05/2020	Alison Jarrett	Internal audit
24/05/2020	Sue Rees	Steventon News
26/05/2020	Tina Hill	Trees in Hanney Road
27/05/2020	Edward Carter	Violet Dunsden
01/06/2020	Sarinc	St Michael's play area

13. PLANNING MATTERS

13.1. **Applications** No applications have been received

13.2 **Albright-Dene** a virtual presentation was given on the proposals for 2-5 High Street

The meeting on 14th May at 6 pm gave an outline of the proposal to build 9 x 1-bed flats, 6 x 2-bed flats and two commercial premises. Feedback was sent after the meeting from the Parish Council. The area requires redevelopment but felt that the proposals were over building for the size of the site. In favour of maintaining business accommodation but seriously concerned that as no provision for food outlets it did not replace the existing, strongly supported businesses, and the two units were likely be unlet and ultimately converted to residential.

14. MATTERS FOR FUTURE DISCUSSION AND INFORMATION

Assistance due to Covid-19 to village infrastructure

15. DATE OF NEXT MEETING Virtual meeting to be held on 7th July

The meeting closed at 8.00 pm

APPROVAL Signed as a true record of the Meeting:

Name: Dr C R Wilding

Position: Chairman of the Parish Council

Signature:

Date: 2nd June 2020