



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 5<sup>th</sup> May 2020 at 7pm**

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

### 1. APOLOGIES FOR ABSENCE.

No Apologies had been received

### 2. PRESENT

Dr C Wilding, Chair, Mr J Bennett, Mrs C Brickwood, Mr J Clark, Mrs C Denton, Mr R Green, 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 three 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. Truck

Concern was expressed on the status of Truck. Regardless to government directives the village cannot support an influx of 15k people in July. Truck is still selling tickets on the website. The Clerk has written to the organizers but only received a standard reply saying they will comply with any government rulings on running the festival. Dr Wilding would speak to Mr Binnings

#### 4.2. Railway Bridge

The Parish Council were thanked for their successful stand to rescue the railway bridge from demolition.

#### 4.3. Steventon News

It is likely that the June issue will be shortened and again with no advertisements. The May issue had been popular 290 copies had been available in the Coop and 60 were remaining. June will be available to collect from the Coop and on the website Steventon.info. No adverts mean no income.

### 5. REPORT FROM ANY COUNTY OR DISTRICT COUNCILLOR IN ATTENDANCE

Cllr Mike Fox-Davies reported:

#### **New COVID-19 testing sites**

As part of the Department of Health & Social Care's (DHSC) intention to widen access to Covid-19 testing. There are around 12 sites currently either operational or under active consideration. Bookings for these testing sites will be managed in line with current [DHSC guidance](#). Further information can be found at the [gov.uk](http://gov.uk) site.

#### **Councillor Priority Fund update**

This week the council has paid **£4,000** in total to help support COVID-19 specific applications as agreed by councillors, with a running total of **£29,580** since the fund opened.

#### **Community support**

The [Oxfordshire All In](#) website now includes a food access map and database, as well as contacts for local groups.

#### **VE Day 75<sup>th</sup> Anniversary**

Online VE Day celebrations between **8-10 May**. We are inviting people to mark the important 75th anniversary of Victory in Europe Day by submitting local **recent or historical photos** relating to World War Two in Oxfordshire so we can post and share them across our Facebook and Twitter channels alongside video messages.

## **Libraries open for online business**

### **Home and Community Safety Advisers**

Our Home and Community Safety Advisers have adapted swiftly to new ways of working during the COVID-19 pandemic to ensure vulnerable residents who are self-isolating continue to remain safe and well in their homes. The team now checks on the wellbeing of known vulnerable residents across Oxfordshire over the phone or through face to face visits to ensure they have adequate fire protection, a role previously undertaken by Fire and Rescue.

### **Full Council**

Our first virtual Full Council meeting took place on **Monday 4 May at 10:30** through MS Teams, which worked well with about 70 participants.

Tips likely to open in the next few weeks, working out how to administer.

Will try again the get the chicane sorted.

## **6. APPROVAL OF THE MINUTES OF THE LAST MEETING**

The minutes of the meeting held on **15<sup>th</sup> April**, were accepted as a true record, with the following modifications:

7.1 Second sentence replace with: The work had been scheduled to start on 31<sup>st</sup> March but Corona virus lockdown had lead to cancellation.

7.3 Full stop after Parish Council.

Proposed: Mr Clark. Seconded: Mr Bennett

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

### **7.1. Little Green**

Mr Green had written to Mr Lifac and had also discussed the work done on the track to the rear. The Parish Council felt unable to contribute towards those costs. Dr Wilding had measured the 25 foot allocated on the bylaw for road access at the front of the houses on the Little Green. A meeting to agree progress would be convened as soon as possible when lockdown was lifted.

### **7.2. Abbotts Meadow Incidents**

Mr Tucker reported that there had been no incidents that he was aware of since Christmas.

### **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. He was contacting the solicitor who had represented Linden concerning the legal ownership and the remaining outstanding parts of the agreement, particularly ditch clearance and culvert repair.

**Action 20/05/01: Dr Wilding/Mr Green**

### **7.4. Network rail crossing and bridge**

Notification from Vale White Horse DC of the withdrawal of the appeal to demolish the bridge had been received. Information on Level crossing time delays was still awaited.

**Action 20/05/02: Mr Green**

### **7.5. Masons Fair**

The Clerk had written to Masons Fair and they had agreed that there would be no fair on the May bank holiday.

### **7.6. Parish council land**

Mr Green was preparing an application to the Land Registry listing with maps, locations that were to be registered. They would then advise a cost.

**Action 20/05/03: Mr Green**

## **8. ITEMS FROM RISK ASSESSMENT ACTION SCHEDULE**

### **8.1 Standing Orders.**

Standing orders were circulated and agreed. A new model was anticipated due to the changes made by government to cover for the Covid 19 emergency.

### **8.2 Bi-annual check to ensure the latest [most suitable] anti-virus software is being used**

The anti-virus is McAfee and is up to date.

## **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.

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 work is scheduled to start on 1<sup>st</sup> June and will take about three weeks. Mr Clark reported that he had repeatedly replace the cable ties on the gates to the play area and the Muga. The closure notice had been removed. It was agreed that the Muga could now be open for use as guidelines now allowed access to basketball pitches. The Clerk would replace the notice on the play area gate but leave unlocked.

**Action 20/05/04: 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. Mr Green to provide map of North Star. Dr Wilding would circulate to Recreation before submitting the application.

**Action 20/05/05: 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 but was awaiting a response.

The footpath in Mill Street that had been damaged by a digger has been repaired.

Sealed Litter bins, some had been opened despite the clearly displayed notices.

Consideration would be given to a virtual Recreation working group meeting.

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

**Pedestrian crossing**

The zebra crossing lighting had been installed and was now operational

9.6 **Sarinc CD**

A response from Sarinc regarding the rubbish burning in the burial ground paddock:

The Warden collects wood from many areas around the village, The Causeway, The Big Green, The Little Green and general fallen branches from trees during winter and high winds, most of these areas are Parish Council ground

The Warden will burn all the debris along the side of the copse during summer when he can access the hill on the side of the copse

Most of the recent fires have been for the purpose of burning the hedging and scrub from the western hedge in the churchyard, (also between the paddock and field). This was cut down to a more manageable height at the request of the church by Mr Tyrrell, who was advised to put all the cuttings in the paddock to burn.

It is important to note that the Warden burns within the rear paddock of the cemetery only in winter, this is to prevent the side of the copse being churned up with tractor tyres. The new tractor is fitted with grass tyres only which means there can be no access in the winter.

There would be an important consequence if the warden was not permitted to burn the debris during the winter, an alternative method of disposal would need to be found, which would incur costs. We would ask the Parish Council would they be prepared to pay for the skips?

The Parish Council agreed that the current arrangement should continue. It was felt that the problem had probably been increased by the additional hedge clearance and burning by Mr Tyrrell. Concerns were raised about who authorised this clearance

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**

Not met.

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. **FINANCE**

9.1 Financial report 2019-20

Agreed that the figures would be the basis of the end of year audit report.

9.2 Financial report 2020-2021

The report was discussed and agreed. Proposed: Mr Clark seconded Mr Stimpson-Tame

9.3 Cheques for Signature

The Parish Council discussed the payment to Mrs Turton and agreed that the usual amount of £200 should continue to be paid while the lockdown was in place.

11. **CORRESPONDENCE**

11.2. Received

Date		From	Topic	Action
15/4/20	E	Paul Melrange	Trees on green survey	
16/4/20	E	Jason Shepherd Playground facilities	Thank you for order and attach insurance docs.	
16/4/20	E	Playground facilities	Invoice for advance	
16/4/20	E	Tracy Smith VOWHDC	Appeal withdrawn on railway bridge	
17/4/20	E	Matthew Barber	Grant available for Covid 19 emergency work	
17/4/20	E	N Thompson copy letter to Network Rail	Re culvert at Stocks Lane blocking	
17/4/20	E	OALC	April newsletter	
18/4/20	E	M Barber	Police and Crime update	
20/4/20	E	Katheryn Blofeld	A34 closures for marking	
21/4/20	E	Environment Agency	Acknowledge receipt of email	
21/4/20	E	EA Incident	Incident number	
22/4/20	E	Lee James Masons Fair	Acknowledge email and agree cancelled	
22/4/20	E	Vale communications	Weekly update on grants etc	
23/4/20	E	Nina Thompson NR	Passed photo of culvert to drainage engineer	
23/4/20	E	Jason Shepherd Playground facilities	Re invoice	
24/4/20	E	CAB	Quarterly newsletter	
24/4/20	E	Vale communicatiosn	Garden waste scheme reopens for new customers	
24/4/20	E	Wilding to Newspapers Oxford	Press release from Council on bridge	
24/4/20	E	Planning Vale	Planning Decision Notice - P20/V0534/HH porch Abingdon Road	
25/4/20	E	Marcus White BBC	Thanks for the press release	
27/4/20	E	Mark Whitehead	Truck cancellation	
27/4/20	E	TTRO	Road closure Stocks Lane and Causeway level crossing work	
27/4/20	E	Cllr Mike Fox-Davies	Priority fund	*
28/4/20	E	R Green	Land Linden registry	
28/4/20	E	Joe McDermott Albright Dene	Can we arrange virtual meeting to discuss High Street proposals.	
29/4/20	E	Consultations Thames Water	Thames Water - Water Resources Management Plan 2020 - 2100.	
29/4/20	E	Mario Lifac	The Green	
30/4/20	E	Steventon News	Pdf for website inclusion	

30/4/20	E	Katie Cook Planning	Planning application P19/V3215/FUL - Land between 'The Furrows' and 26 Stonebridge Road, Stonebridge Road, Steventon, OX13 6AS	
2/5/20	E	Sarinc	Response to fires	*
3/5/20		Joshua	Allotment enquiry	
4/5/20		Sally Worseley VWH	Erection of 1 new residential dwelling to be known as: Southfield, Steventon Hill, Steventon, ABINGDON OX13 6AA	
4/5/20	E	Reply to M Lifac R Green	The Green	
4/5/20	E	M Lifac copy reply	Relates to track at rear of Green contribution	*
5/5/20	E	Truck festival	Still ongoing. Abide by Government advice.	*

#### 11.1.1 Sarinc see 9.6

#### 11.1.2 Track rear of Green see 7.1

#### 11.1.3 Albright-Dene requested meeting

Agreed to a virtual meeting with Albright-Dene regarding development of 2-5 High Street. Clerk to arrange.

#### 11.2 Sent

Date		To	Topic	Action
1/5/20	E	Katie Cook Planning	Thank you for reasoning behind consent of Furrows	
15/4/20	E	Paul Melerange	Trees on Green restart survey	
17/4/20	E	J Godfrey	Form 9	
17/4/20	E	N Thompson	Thanks for copy of NR culvert letter	
20/4/20	E	C Wilding	Draft letter re litter bins	
20/4/20		Turton	Re litter bins stop emptying.	
21/4/20	E	EA, Footpaths officer, Nina	Letter re floods and Ginge blockages	
21/4/20	E	Lee James	Re Masons Fair confirm cancellation	
23/2/20	E	Registrar deaths	Green form re Gerring	
23/4/20	E	Jason Shepherd	Invoice enquiry	
25/4/20	E	Marcus White BBC	Press release re bridge	
4/5/20	E	R Green	Track behind little green	
4/5/20	E	Matt Harrup	Truck	
4/5/20	E	Truck festival	What is happening	
5/5/20	E	Joe McDermott Albright-Dene	Agree virtual meeting please suggest dates and times. Further information required pre meeting.	
5/5/20	E	Joshua	Allotment enquiry. Sarinc details	
5/5/20	E	Registration deaths	Pat Jarvis	

### 13. PLANNING MATTERS

#### 13.1. Applications

No applications have been received

### 14. MATTERS FOR FUTURE DISCUSSION AND INFORMATION

Nothing was raised.

### 15. DATE OF NEXT MEETING Virtual meeting to be held on 2<sup>nd</sup> June

The meeting closed at 8.10 pm

**APPROVAL** Signed as a true record of the Meeting:

Name: Dr C R Wilding

Position: Chairman of the Parish Council

Signature:

Date: 2<sup>nd</sup> June 2020