



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 1<sup>st</sup> September 2020 at 7pm**

### **1. APOLOGIES FOR ABSENCE.**

Apologies had been received from Mr Bennett.

### **2. PRESENT**

Dr C Wilding, Chair, 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), Cllr Mike Fox-Davies (OCC), Cllr Matthew Barber(VWH) were in attendance. The meeting was joined by two 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.

There were no declarations.

### **4. PUBLIC PARTICIPATION**

#### **4.1. Emergency access to south of railway line**

The incident of a fire by the copse and access by the fire service being delayed by the closed level crossing had again raised serious concern from residents south of the crossing about the access. Mike Fox-Davies has had feedback from the Chief Fire Officer to say that protocols are in place and have gone back to the units at Didcot and Abingdon to do more in house training to ensure that protocols are followed in the event of barriers being down at the level crossings. Previous attempts to coordinate a meeting with the emergency services had not been successful as the Police did not want to participate. Matthew Barber apologised for not attending recent parish council meetings. He would ensure that the contact in the Police would be sent to the Parish Council. The four emergency services are using the same system and are able to contact Network Rail to stop a train and open the level crossing. Mr Green will progress a meeting to establish a log of events and frequency of hold ups. Decisions need to be made to contact Network Rail before ending up stationery by the level crossing.

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

Cllr Mike Fox-Davies reported:

In the seven days up to 21 August, there has been a total of 86 confirmed COVID-19 cases in Oxfordshire. This is an increase from 65 cases in the previous week.

The new academic year has almost arrived, and our Learning & School Improvement team have been working closely with schools and colleges to make sure that all children are welcomed back safely. Risk assessments have been carried out and hygiene measures are in place across all educational settings, and all educational providers are following Department for Education, Public Health England and County Council guidance.

For those children who are entitled to home to school transport, the OCC Transport Recovery Group has liaised with schools to identify a safe service. This has included a total of 40 additional routes to ensure children from more than one school do not travel together.

Independent report on different options for local government structures

In July, Oxfordshire County Council and Cherwell District Council jointly commission a piece of work to look at the various options for local government structures. This work is in advance of the anticipated Government Devolution and Local Recovery White Paper, which is due in the Autumn.

Steventon Storage Facility. The District Council has control of planning and OCC only have controls of minerals and waste. Matthew Barber said that he had spoken with Adrian Duffield, Head of Planning, who would look into the permissions and conditions relevant to the Storage Facility, and would feedback

his findings. Usage completely changed since the upholding of the appeal against the planning application back in the 90s. Size of vehicle and frequency of movements is excessive.

Cllr Matthew Barber reported:

Parking enforcement transfer to the district are progressing and a report will be received in the near future. Two hour free parking will be kept at present but is likely to change in late October. Changes in planning by the government are open to consultation. Locally Cllr Max Thompson is now the chair of the Planning Committee at the Vale.

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

The minutes of the virtual meeting held on **4<sup>th</sup> August**, were accepted as a true record with the following modifications:

Proposed: Mr Tucker. Seconded: Mr Clark

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

##### **7.1 Parish council land**

Dr Wilding had written to the School to request a meeting to discuss an agreement on their use of the field and car parking area. Dr Wilding would go to the School tomorrow to arrange a meeting.

**Action 20/09/01: Dr Wilding**

Mr Green had received a response from OALC was that the Parish Council could do what they want on their land. A decision about issuing permits would be discussed under infrastructure.

**Action 20/09/02: Mr Green**

##### **7.2 Planting Trees on the Green**

Ms Bosley provided a proposal for tree planting which was supported but it was felt that a detailed map of planting, and which species of trees were to be planted where. Do we need to include the Conservation Officer. Mike Habermerle to be included as he is aware of these requirements.

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

- 8.1 Arrange for annual inspection by ROSPA, record findings in the Council Minutes and rectify problems. Report received, Dr Wilding, Mrs Denton and the Clerk were present when the inspection was carried out. The Clerk had written to Playground Facilities concerning the structure of the zip wire and swing, which had been raised in the report.
- 8.2 Annual review of documents to be sent to the Oxford Record Office  
The Clerk to communicate with the records office on what was required to enable storage of back minutes etc.
- 8.3 Insurances including Fidelity Guarantee.  
Renew insurance with Came and Company.

#### **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.**

To meet next week to give a parish council response on the white paper planning for the future and feedback on the proposed revisions to planning law.

##### **9.3 Burial Ground CD, JC, MT, MST, Clerk**

A meeting in the burial ground needs to be arranged.

A letter had been received requesting that two graves be joined effectively and put the headstone in the centre. Currently there are two plots side by side, no mention of joining when initial request was made. It was not raised until the second person had been buried. Burials are in double depth graves and normally husband and wife are buried in the same plot. No request or question had been made at the time of purchase of the graves. Lines of graves are the system in the Burial Ground and deviations from that are not acceptable.

##### **9.4 Recreation and Open Spaces – Trees, Greens, Waterways, Footpaths, Playground, Sports Hall. JC, CB, CD, RG, JR, MT, MST, CW**

The Clerk had made enquires about an appeal against the decision on the Asset of community value. There is guidance on the South Oxfordshire website which is much more extensive than the Vale on and are proposing to resubmit. The Parish Council were in agreement to make a further application.

Gym equipment funding is available under the S106 and Mr Tucker and Dr Wilding were meeting with Clare Rush to identify the most appropriate equipment to install.

Art funding is also available under S106. Mr Tucker had written to Abigail Brown who is the Arts Officer in the Vale who had forwarded a presentation of the type of things on which money could be spent. She expressed a willingness to have a meeting with representatives from the Parish Council to discuss how the money could be spent. Feedback from the article in Steventon News saying that the money was available has been limited but we have also had interest from Lin Dewsnap who would like to be involved as part of her degree work. A suggestion of a bronze statue had also been received though concerns about protection for such were expressed. A street plan with some history and routes could be in the village hall car park. Arrange for a presentation by Abigail to interested parties of Recreation and Open Spaces. Mr Tucker would contact her to arrange a date and time.

**Action 20/09/03: Recreation and Open Spaces**

An application had been made by the Clerk to the Vale of permission to do the work on the list of trees in the Conservation area.

Quotes had been requested for the work split by these time bands. Contact had been made by one of the three contractors requested to quote. The Clerk proposed to request two further companies suggested by the Tree Officer

**Action 20/09/04: Clerk**

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

Mr Green had written an article in Steventon News about the availability of registration with SSE and other services for those who are vulnerable.

Parking on the Little Green. The re-post of the questionnaire that had not previously replied had produced feedback from four further people. The ten responses imply that the number of car parks required is less than 15 as some park to the rear. This would infer there is not a problem, however there is parking on the green and not in the current line too frequently. Diagonal parking would require further incursion into the green. One way was also suggested though access by lorries could be difficult. A caravan has been parked behind the houses and would not be able to access if posts were installed. A detailed proposal would then be drafted to use to obtain quotes and to inform the residents about the plan. The bylaw on the little green states 25 feet from the front boundary, measurement out from the front boundary will provide twenty-six car spaces, using the existing bylaw without going to Defra to change the use of the registered green. Not everyone will be able to park directly in front of their house but there are more than sufficient spaces for the those who have responded. Possibly different colour grasscrete to indicate spaces. The working group would meet before the next Parish Council meeting and draw up the spec.

Quotes for the installation of posts at the access from the High Street, held in the allotment building, had yet to be obtained.

**Action 20/09/05: Infrastructure**

**9.6 Sarinc CD**

Meeting to be held tomorrow. Mrs Denton will raise website content at the meeting.

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

Waiting for Mr Green to provide a draft on Infrastructure to Mr Goode, for comment. Mr Green can no longer manage Wednesday nights for meetings, all were in agreement that another night would not be a problem.

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

The website had now gone live. Steventon info will continue for a short time and will direct any enquirers to steventonoxon.org.uk. The Parish Councillors thanked the Clerk for the work involved.

## 9.9 Other representative reports

### 9.9.1 Milton Park Forum CW, CB

No meeting

## 10. FINANCE

### 10.1 Financial report 2020-2021

It was pointed out that no funds had been received from OCC for grass cutting. The Clerk would chase. The contractor had let us down. We need to go out for quotes to cut the grass in the future. It was raised by Mrs Brickwood if we could revise the map of areas to cut and at what frequency with a view to increasing biodiversity and wildflowers in the village.

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

### 10.2 Cheques for Signature

## 11. CORRESPONDENCE

### 11.2. Received

05/08/20	E	C Wilding to Matthew Barber	Fwd: Fw: Steventon Storage depot	
05/08/20	E	clerk milton-pc	Re: Covid-19 signs - Park	
05/08/20	E	registration southandvale	Planning Consultation - P20/V1651/HH	
05/08/20	E	Sarah Williams	Re: Grass cutting	
05/08/20	E	councillors	Re: Grass cutting	6
05/08/20	E	Fermer, Paul - Communities	NHT Public Representative Online Survey	
05/08/20	E	crwilding	Fwd: The Pitchings Phase 3 management company.	2
05/08/20	E	Communications	Vale Town and Parish Council update - 5 August	
05/08/20	E	Carole Denton	Test email	
05/08/20	E	Lesley Tait	An update on the work to develop a regional water	2
06/08/20	E	Martin Stimpson-Tame	Use of the green	
06/08/20	E	1&1 IONOS Customer Service	Changes to your Hosting Contract and Price	
06/08/20	E	registration southandvale	Planning Consultation - P20/V1544/FUL	
06/08/20	E	Communications	Have your say on what matters to you living and w	
06/08/20	E	Campaign to Protect Rural England Oxfordshire	England Planning Overhaul; Cherwell Local Plan Re	
07/08/20	E	Planning Vale	Autoreply	
08/08/20	E	Calum McGregor, CPRE	A planning system shake-up	
10/08/20	E	Francis, Mark - Communities	Re: Playground warning sign	
10/08/20	E	John Rice	Photo of Charlie on zipwire	*
10/08/20	E	Becky Crockett	Respect, Protect Enjoy - the Countryside Code	
10/08/20	E	registration southandvale	Acknowledgement letter for P20/V1988/TCA	
10/08/20	E	Stephen Howes	Parking on The Green	
10/08/20	E	Catherine Robson	dangerous waterfall by the Mill House in Mill Str	
11/08/20	E	Eventbrite	Order Confirmation for Wild Parishes Webinar	
11/08/20	E	Martin Stimpson-Tame	Fungus	
11/08/20	E	Sam Greenwood - Ringrose Tree Services	Re: Tree works quotation	2
11/08/20	E	Lyn Harrison	Parking, Little Green	
11/08/20	E	Christine Ford - Ringrose Tree Services	Your Quotation	

11/08/20	E	Communications	Keeping active during lockdown: Were you inspired	
12/08/20	E	Christopher Wilding	Fire at Copse	2
12/08/20	E	registration southandvale	Planning Decision Notice - P20/V1272/HH	
12/08/20	E	Natalie	FW: Memorial Enquiry for the late Mrs Gay	6
12/08/20	E	MJDidcock Funeral Service	no_subject	
12/08/20	E	Communications	District Council update for town and parish council	
12/08/20	E	OALC	Important White Paper, Planning for the future and	*
12/08/20	E	C Wilding	Fire at the Copse Steventon	7
13/08/20	E	Lorraine Harrison	residential parking on the little green	
13/08/20	E	Nicola Chaundy	The Little Green	
14/08/20	E	councillors	Re: Gym Equipment quotes	5
14/08/20	E	councillors	Re: Fair on Little Green	9
14/08/20	E	Highway Enquiries - E&E	AutoReply	
14/08/20	E	Robin Wikinson	Re: Fire at copse	
15/08/20	E	Thomas Hebborn	Re: Small funfair on green	
17/08/20	E	Davies, Belinda - Communities	Re: Grass Cutting payment for Steventon Parish Council	3
17/08/20	E	Alyson Pugh	Re: Notification of play area inspection	
17/08/20	E	Town & Parish Council Websites	Re: Fwd: Re: Steventon website	4
17/08/20	E	harwell.ssg (MAG)	NDA draft Strategy 4 consultation	2
17/08/20	E	Cllr Mike Fox-Davies	Re: Water running Steventon Hill	
17/08/20	E	steventon news	PC report for September issue	
17/08/20	E	Laura Bosley	Re: Trees on the green	3 *
18/08/20	E	C Wilding	Parish Council report	
18/08/20	E	Sharp, Josh	FW: P20/V0642/FUL - Apple Cottage 4 The Green Ste	
18/08/20	E	Sarinc	Re: Fire at copse	
18/08/20	E	registration southandvale	Planning Decision Notice - P20/V1197/HH	
18/08/20	E	Ridgeway National Trail	Events on the Ridgeway National Trail this autumn	
19/08/20	E	McNaught2, Rebecca - Communities	Oxfordshire Together - Snow Wardens	
19/08/20	E	Rebecca Whittaker	Oxford Mail- litter	
19/08/20	E	Came and Co - Renewals	Confidential: Steventon Parish Council - Pen Under	
20/08/20	E	Eleanor Mayhew	Thames WaterBlitz: 25th-28th September	
20/08/20	E	registration southandvale	TCA Decision for P20/V1856/TCA	
21/08/20	E	OALC	Code of Conduct consultation further update	
21/08/20	E	Waste Team southandvale	Deep Cleanse Steventon	3
21/08/20	E	registration southandvale	Planning Amendment Consultation - P20/V0642/FUL -	
23/08/20	E	Robert Green	Playpark fault	
23/08/20	E	C Wilding	Fwd: North Way Bingo	4
23/08/20	E	Robert Green	The power of Parish Councils to 'control' parking	
24/08/20	E	registration southandvale	Planning Decision Notice - P20/V1853/AG	
24/08/20	E	Emily Lewis-Edwards	CFO Oxfordshire Rural Services Survey Report 2020	
25/08/20	E	Tracey Cheshire	RoSPA Play Safety Inspection Reports	
25/08/20	E	Wyer, Nicola	PC Sounding Board - Didcot Garden Town	
25/08/20	E	Matthew Barber	CORRECTED Police & Crime Bulletin August 2020	
26/08/20	E	Rahaman, Mohammad - E&E	Distribution S-14(2) Em Rd CI NOTICE - T8106 (EN)	
26/08/20	E	Sue Hunt	CFO Oxfordshire Rural Services Survey Report 2020	
27/08/20	E	Oxfordshire County Council News	UPDATED: Brakes more likely to be applied to Oxford	

27/08/20	E	registration southandvale	Planning Appeal Consultation - P20/V0179/FUL - ST	
27/08/20	E	Reeves memorials	Gerring memorial application	
28/08/20	E	Jill M Callander (Magnox)	Harwell Site Stakeholder Group Update - Magnox So	
28/08/20	E	Alison Harrison	Suggestion for Public Art	
28/08/20	E	Mark Dendy	Steventon Sports and Social Club items for consideration	*
29/08/20	E	Brenda feeney	Churchyard	
31/08/20	E	Lorraine Atkins	New fair?	2
31/08/20	E	Gateway Confirmation	Successful Receipt of Online Submission for Refer	
31/08/20	E	Derek Stork	Parish Council Meeting - Tuesday 1 September	
01/09/20	E	Graham2, Robert - E&E	FW: TTRO (T7886) Temporary Road Closure , Stevent	
01/09/20	E	Cllr Mike Fox-Davies	Fw: Fire at the Copse Steventon	2
01/09/20	E	Registration Hub	Re: Green form returns	
01/09/20		Ann Turton	Waste bin Milton Lane	*

### 12.1.1 Maintenance company

Linden stage 3. Residents had been requested to put forward representatives to participate in the system. The request had not been polite and had excluded those over 60 as eligible. This was not something the Parish Council had any control over but would encourage the residents to write and point out the problems to the management company and that it was ageist and not permitted. Dr Wilding had enquired about control of management companies at the Vale but planning only insisted that a company existed.

### 12.1.2 Steventon Sports and Social Club

Request to leave out the tables and temporary fence. Agreed

### 12.1.3 Fair on Little Green

The equipment is considerably larger than anticipated and the two caravans appear to be two articulated living units plus two caravans.

## 12.2 Sent

05/08/20	E	steventonpc.c.denton	Test	
06/08/20	E	Joe Bennett	questionnaire	
07/08/20	E	Planning at Vale	Tree application	
07/08/20	E	Francis, Mark - Communities	Playground warning sign	2
10/08/20	E	Robert Green	Re: Little Green	
10/08/20	E	Cllr Christopher Wilding	Fwd: Parking on The Green	
11/08/20	E	Sam Greenwood - Ringrose Tree Services	Re: Tree works quotation	
11/08/20	E	Christine Ford - Ringrose Tree Services	Re: Your Quotation	
12/08/20	E	Robin Wilkinson, Sarinc	Fire at copse	
14/08/20	E	Lorraine Harrison	Re: residential parking on the little green	
14/08/20	E	Nicola Chaundy	Re: The Little Green	
14/08/20	E	Alyson Pugh	Re: Notification of play area inspection in July for	
14/08/20	E	Highway Enquiries - Environment & Economy	Grass Cutting	
14/08/20	E	parish-council.website	Re: Steventon website	
17/08/20	E	Davies, Belinda - Communities	Re: Grass Cutting payment for Steventon Parish Council	2
17/08/20	E	Thomas Hebborn	Re: Small funfair on green	
17/08/20	E	James Beckett	Re: Water on Steventon Hill	
17/08/20	E	Tom Hartley	Re: Steventon Village Green	
17/08/20	E	Leigh B	Re: Steventon WI use of the Green	
17/08/20	E	laura bosley	Trees on the green	
17/08/20	E	Cllr Christopher Wilding	Play area	
17/08/20	E	Town & Parish Council Websites	Fwd: Re: Steventon website	4
17/08/20	E	Cllr Mike Fox-Davies	Re: Water running Steventon Hill	2
18/08/20	E	Natalie	Re: Memorial Enquiry for the late Mrs Gay	3
19/08/20	E	M & J Didcock	21/8/20 Mary Gray	
25/08/20	E	Christine Ford - Ringrose Tree Services	contract quote	
25/08/20	E	Nick Thompson	Re: RBL Wreaths et al for Remembrance Sunday	
25/08/20	E	Cllr Christopher Wilding	Asset of community value	
27/08/20	E	S.M. Rees	Re: Steventon News - September issue for village webs	
28/08/20	E	Alison Harrison	Re: Suggestion for Public Art	
29/08/20	E	Donna Shepherd, Jason Shepherd	Rospa report on play area	
29/08/20		Hand delivered Little Green houses	Notice of children's fair 1-6 September	
31/08/20	E	Lorraine Atkins	Re: New fair?	
31/08/20	E	registration.hub	Green form returns	
31/08/20	E	sales setinstone	Memorial applications	

14. **PLANNING MATTERS**

14.1. **Applications**

14.1.1. 20/V1544/FUL 119 The Causeway Steventon Abingdon OX13 6SJ

Conversion and extension of barn to create a dwelling

Conservation Officer has referred to Historic England. It was felt that we agree with Conservation Officer it is a major change of use and we do not feel that we have sufficient knowledge to make a meaningful comment.

14.1.2. P20/V1651/HH 1 Barnett Road Steventon Abingdon Oxfordshire OX13 6AJ

Proposed front dormer and window in gable end. (Loft conversion with rear dormer to gable end permitted development)

No objection.

14.1.3. P20/V0642/FUL Apple Cottage 4 The Green Steventon Abingdon OX13 6RP

Construction of detached house and garage. (Amended Ownership certificate and plans received 19th August 2020). (Tree report and survey received 10 June 2020)

Object. Over development of small plot. Access to not change from the present arrangement no widening or alteration.

14.1.4 High Street appeal against decision to refuse planning for 4 single units at the rear.

Nothing to add to our original comments.

15. **MATTERS FOR FUTURE DISCUSSION AND INFORMATION**

Cherry Tree untidy write to Wadsworth to request a tidy up.

Fox Inn Ask to provide an ashtray at the front of the inn.

Clare Rush use of the Muga during the winter, not for exclusive use. No objection will observe and review.

16. **DATE OF NEXT MEETING Virtual meeting to be held on 6<sup>th</sup> October 2020**

The meeting closed at 9.30 pm

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

Name: Dr C R Wilding

Position: Chairman of the Parish Council

Signature:

Date: 6<sup>th</sup> October 2020