



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 6th October 2020 at 7pm

1. APOLOGIES FOR ABSENCE.

Apologies had been received from Mr M Tucker and Cllr M Barber (VWH).

2. PRESENT

Dr C Wilding, Chair, Mr 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. The meeting was joined by four 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. Water on Steventon Hill

Mike Fox-Davies responded that he had received an email to say that OCC had attended to inspect the leak. This is not a result of ground water as it has been flowing all through the dry period. He had raised it with the officers, when Thames Water is challenged they test the water to see if they can find their additives, frequently by the time the water has travelled through the earth the chemicals have been removed. The problem will be resolved.

4.2. Reservoir

Mr Stork raised with Cllr Mike Fox-Davies a meeting with GARD and OCC. Water resources South East consultation finishes at the end of October, its more to be sure that OCC and stakeholders are included and able to comment on the outcome. Mike Fox-Davies will contact David Johnson MP who should be involved.

5. REPORT FROM ANY COUNTY OR DISTRICT COUNCILLOR IN ATTENDANCE

Cllr Mike Fox-Davies reported:

In the seven days up to 25 September, there has been a total of 128 confirmed COVID-19 cases in Oxfordshire. This is an increase from 92 new cases in the previous week and is equivalent to a weekly rate of new cases of 18.5 per 100,000 residents.

The new NHS COVID-19 app is now live in England and Wales. This is part of the NHS Test and Trace service, which will be used alongside traditional contact tracing to help trace individuals who may have come into contact with a confirmed case of coronavirus. The app allows people to check into venues by scanning a QR code.

It is now a legal requirement for all designated venues to display an official NHS QR poster. Designated venues include:

- Hospitality services, including pubs, bars, restaurants, and cafés
- Tourism and leisure services, including gyms, swimming pools, hotels, museums, cinemas, and theme parks
- Close contact services, including hairdressers and barbers
- Facilities provided by Local Authorities for the public, including town halls and civic centres for events, community centres, libraries, and children's centres

New test and trace support payment scheme for people on low incomes

Last weekend Government announced a new payment of £500 to support low income earners who have tested positive for COVID-19 or have been directed to self-isolate by NHS Test and Trace.

Since the start of September, a group of officers from education, school transport, active travel and public health have been meeting on a daily basis to promote safe travel to and from school and effective social distancing at the school gate. Where school transport providers have reported problems with children not wearing face coverings on buses, officers have contacted specific schools to reinforce the need to follow coronavirus guidance.

It is great news that residents will once again be able to recycle certain electrical goods at some county libraries from Monday 28 September. In the same way library users can drop off returned books into crates at the library entrance, an extra crate will now be provided for library users to donate their unwanted electrical items.

He had received an email three weeks ago to say that officers were meeting with developers on site regarding the chicane. Not happy with the current proposed design and a revised narrowing arrangement was being considered that utilised a full width speed hump with white dragons' teeth.

Unfortunately that Matthew Barber was not present at the meeting as had hoped to take forward Steventon Storage facility. Dr Wilding will contact Mr Barber and look further into the permissions given at the appeal.

6. APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the virtual meeting held on **1st September**, were accepted as a true record with the following modifications:

4.1 replace stationery with stationary.

5. replace Berber with Barber

7.1 delete 'was' after OALC

7.2 insert 'was needed' after planting.

9.3 delete sentence after joined and replace with "to include the current path and the headstone repositioned to the centre."

9.4 replace enquires with enquiries. Replace 'of' with 'for' after Vale. Delete sentence after work split. Replace with 'by the periods when the work needed to be done, as in 6 months, one year, etc.'

9.5 Insert after questionnaire ' to those who had not previously replied,'

12.1.1 insert 'management company' before system.

Proposed: Mr Clark. Seconded: Mrs Denton

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

7.1 Parish council land

Dr Wilding been to the School to request a meeting about the parish land and car park. No meeting had yet been arranged.

Action 20/10/01: Dr Wilding

7.2 Planting Trees on the Green

Nothing more had been received

7.3 Emergency access to south of railway line

Mr Green still to obtain contacts and arrange a meeting of all concerned.

Action 20/10/02: Mr Green

8. ITEMS FROM RISK ASSESSMENT ACTION SCHEDULE

8.1 Bi-annual inspection by Council Specialist Tree Working Group

Work as per the specialist tree report by Think Trees was in hand.

8.2 Bi-annual inspection by the Council. Unadopted roads, footpaths and waterways

Mr Clark would organise the footpaths to be walked prior to next Parish Council meeting. Report any potholes or other problems.

8.3 Check made quarterly to ensure no personal details of the general public are held on computer.

No personal details are held.

8.4 Ditch clearance working group arrange

Mr Clark will arrange a ditch clearance session. How extensive would depend on the number of volunteers attending and compliance to Covid regulations. It would be possible to maintain a 2m distance.

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, MST, CW, Clerk.

Met virtually on 15th September to write the parish council response on the white paper planning for the future and feedback on the proposed revisions to planning law. NALC had requested the responses and for them to be sent to the government consultation address. Twenty-five questions posed by the revisions were answered and returned.

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

A meeting in the burial ground was scheduled for 10.00 on Sunday 18th October.

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

Mr Clark was thanked for the considerable amount of time he had spent in sorting out trees around the village.

The Clerk was researching a further submission of the Asset of community value.

Gym equipment

Mr Tucker and Dr Wilding met with Clare Rush on Friday 11th September to identify the most appropriate equipment to install. Ms Rush had prepared a list of suitable equipment and offered to obtain a quote. Mark Tucker would prepare a specification and obtain further quotes for the equipment proposed.

Art funding

A zoom meeting had been arranged for 28th September attended by Dr Wilding, Mr Tucker, Mr Clark, Clerk, Abi Brown (Arts Officer VWH) and Lin Dewsnap (Volunteer). These people would constitute the steering working party for the Arts group. A list of proposals to be drawn up for discussion at a village walk round meeting to be held on Thursday 22nd October, meeting at 9.30 in the village hall car park.

Action 20/10/03: Recreation and Open Spaces

Approval of the application by the Clerk to the Vale for permission to do the work on the list of trees in the Conservation area had been received.

Quotes had been received and circulated from two contractors, Ringrose and Arbor, it had not been possible to obtain a third, two further contractors had declined to quote due to pressure of work.

The quotes which were not precisely on the same work came in with a difference of £2120. It was agreed to progress the Arbor quote, the amount of work to be done was referred to the Clerk and Mr Clark to decide priorities. Urgent work to be done first.

Action 20/10/04: Clerk/Mr Clark

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

Resilience group

Mr Green would check the registration of vulnerable people with SSE as Mr Clark had been unsuccessful.

Little Green

Mr Green had shared the results of the questionnaire with the residents. Explained that by these results it was not necessary to process with diagonal parking. He was arranging further meeting. Mr Green will try to obtain a contribution from Biffa for the work done on the roads on the Little Green. Quotes for the installation of posts at the access from the High Street, held in the allotment building, had yet to be obtained.

Action 20/10/05: Infrastructure

9.6 Sarinc CD

No meeting had been held.

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

Webinar on Saturday 10th organized by Oxfordshire Neighbourhood Plans Alliance (OPNA) would be joined by Dr Wilding, Mrs Brickwood and the Clerk. Hopefully will give some guidance and information on how to progress. A meeting of the steering group to be arranged after the webinar.

9.8 Website group CB, RG, JR, Clerk

Further additions for the website would be welcome. Sarinc had been asked to contact, about their page content, but so far nothing had been received.

9.9 Other representative reports

9.9.1 Milton Park Forum CW, CB

No meeting

10. FINANCE

10.1 Financial report 2020-2021

The cheque for grass cutting had now been received. The financial report was discussed and agreed.

Proposed: Mr Rice: seconded Mr Clark

10.2 Cheques for Signature

11. CORRESPONDENCE

11.2. Received

02/09/20	E	Mark Dendy	Re: Steventon Sports and Social Club		
02/09/20	E	Communications	Nearly Â£90,000 of funding available for volunteer		
02/09/20	E	Edwards, Shelley - Trading Standards	electric blanket testing		
02/09/20	E	mark tucker	Re: Nut Repair: Playground Steventon.	10	
02/09/20	E	Oxfordshire Neighbourhood Plans Alliance	Enrol now for our October webinar.		
02/09/20	E	Liz Folley	Fun Fair		
02/09/20	E	Planning Vale	Autoreply		
02/09/20	E	Liz Folley	Re: Fun Fair	2	
02/09/20	E	Customer Services	Re: Cherry Tree Steventon		
03/09/20	E	mark tucker	Arts Funding: S106 Money Steventon		
03/09/20	E	Sam Greenwood - Ringrose Tree Services	Tree works quotation		
04/09/20	E	Brown, Abigail	Re: Arts Funding: S106 Money Steventon	10	
04/09/20	E	suttoncourtenay-pc	Proposed relief road		
04/09/20	E	headteacher.3241	Meeting to discuss land		
04/09/20	E	Bellinger, Vanessa	Steventon Fair		
04/09/20	E	Alex Freeman	Potential grant		
04/09/20	E	Bellinger, Vanessa	Re: Steventon Fair		
04/09/20	E	southandvale.gov	Planning Decision Notice - P20/V1341/FUL		
04/09/20	E	fisherstu	Re: Horse Chestnut Tree Adjacent to the Social Club		
05/09/20	E	Sarinc	Work to the trees at Field Gardens		
06/09/20	E	tim oconnor	Quote for tree work		
06/09/20	E	Residents responses	Re: Fair ont he Little Gren	8	
07/09/20	E	IONOS Customer Service	Upcoming Payment Notification		
07/09/20	E	Community First Oxon	Community First AGM - Thursday 24th		
08/09/20	E	Town & Parish Council Websites	Re: Your site is live	6	
09/09/20	E	lin dewsnap	meeting art proposals vale		
10/09/20	E	OALC	OALC 1.Face to face or virtual meetings		
10/09/20	E	Edyta Duchnowska (Capita)	BACS Remittance		
10/09/20	E	Communications	Leisure facilities in southern Oxfordshire		
10/09/20	E	Came and Co - Renewals	Steventon Parish Council - Policy Wording		

10/09/20	E	Communications	Re: District Council update		
11/09/20	E	southandvale.gov	TCA Decision for P20/V1988/TCA		
11/09/20	E	office.3241	Car park by school and park		
12/09/20	E	Christopher Wilding	Re: Car park by school and park		
12/09/20	E	Laura Bosley	Re: Trees on the green		
13/09/20	E	Tim O'Connor	Re: Quote for tree work	4	
14/09/20	E	oxfordshire.gov	Thank you for telling us about a problem		
14/09/20	E	Christopher Wilding	Steventon News		
15/09/20	E	Trotter Treeworks	Tree Works		
15/09/20	E	Christopher Wilding	Re: Steventon News		
16/09/20	E	southandvale.gov	Planning Consultation - P20/V2095/HH		
17/09/20	E	mark tucker	Fly tipping: Road Between allotments		
17/09/20	E	mark tucker	Re: Fly tipping: Road Between allotments		
17/09/20	E	Municipal Team 1	Re: Fly tipping		
17/09/20	E	TechnicalPlanningConsultation	Automatic reply: Respse to current planning		
17/09/20	E	Catherine Brickwood	Re: Planning Consultation - P20/V2095/HH		
18/09/20	E	Nick and Mary Thompson	Poppy Appeal RBL		
18/09/20	E	policycomms	Re: Respse to current planning consultation		
18/09/20	E	Brenda Feeny	Fwd: Churchyard		
18/09/20	E	crwilding	Fwd: Outdoor Gym Quotation		
18/09/20	E	Cllr Jenny Hannaby	Re: Unauthorised encampments update for week		
20/09/20	E	Arbor Tree Specialists LTD	Arbor Tree Quote (SQ-571)		
21/09/20	E	Kim Heath	Steventon allotments		
21/09/20	E	Oxfordshire County Council News	Oxfordshire is among the best for recycling		
21/09/20	E	Eventbrite	Order Confirmation		
21/09/20	E	South Oxfordshire DC	Emerging South Oxfordshire Local Plan		
21/09/20	E	Communications	Urgent update for town and parish councils		
22/09/20	E	OALC	Updated advice about council venue		
22/09/20	E	Christopher Wilding	Fw: Urgent update for townh councils		
22/09/20	E	Wyer, Nicola	PC Sounding Board - Didcot Garden Town		
22/09/20	E	Police and Crime Commissioner for Thames Valley	Police and Crime Commissioner newsletter - September		
23/09/20	E	Richard Bosley	cycle path		
23/09/20	E	Catherine Robson	Water on Steventon Hill		
23/09/20	E	CPRE	Don't Let the Government De-regulate		
24/09/20	E	Sarinc	Re: Steventon allotments		
24/09/20	E	Campaign to Protect Rural England Oxfordshire	The Impact of Government Planning Reforms		
24/09/20	E	southandvale.gov	Planning Decision Notice - P20/V1651/HH		
24/09/20	E	Communications	District Council update for town	5	
25/09/20	E	Oxfordshire Travel Choices	Science Vale Cycle Network Update - Sept		
25/09/20	E	S.M. Rees	Steventon News - October issue		
26/09/20	E	george jenkinson	Fallen tree in copse.		
27/09/20	E	Mark Tucker	Allotment		
27/09/20	E	Mark Tucker	Public footpath 12; village green towards A34		
28/09/20	E	Wendy Turkington	iPAD SP1 Defibrillator - Important Information		
28/09/20	E	Oxfordshire Travel Choices	Botley Road Improvements - Travel Choices		
28/09/20	E	John Rice	Apologies but unable to attend		
28/09/20	E	Steve Miles	Church yard		
29/09/20	E	harwell pc	parish clerk hours		

29/09/20	E	donna benning	Allotment		
29/09/20	E	Robert Green	Planning permission for a Swimming Pool		
29/09/20	E	lin dewsnap	Public Art		
29/09/20	E	Earl Ashford	Footpath/Cycle Track - Steventon		*
30/09/20	E	Matthew Barber	Police & Crime Bulletin September		
30/09/20	E	Brown, Abigail	Re: Steventon Art Steering group		
30/09/20	E	OALC	September Update for OALC Member councils		
30/09/20	E	Martin Stimpson-Tame	Burial ground		
01/10/20	E	Thames Valley Environmental Records	TVERC News Update October 2020		
01/10/20	E	Ebsworth, Sam	October Monthly Updates -		
01/10/20	E	OALC	OALC September Update - error		
01/10/20	E	Sarinc	Grass Cutting Invoice		
02/10/20	E	Gammond, Peter - Community Safety	Unauthorised encampments		
02/10/20	E	Planning For The Future	Automatic reply: Consultation on Planning		
02/10/20	E	Steventon Parish Clerk	October Parish Council meeting		
02/10/20	E	Reeves	Re: Forms		
02/10/20	E	Oxfordshire County Council News	Street Tag app launched to encourage more active		
02/10/20	E	Darby, John	Re: TPO	2	
03/10/20	E	Anne Whitehead	ADYP AGM		
04/10/20	E	John Clark	Re: Work on trees		
05/10/20	E	Gateway Confirmation	Successful Receipt of Online Submission		
05/10/20	E	Gateway Confirmation	Successful Receipt of Online Submission		
05/10/20	E	HMRC Online Payments	HMRC Payment confirmation		
05/10/20	E	defib	Defibrillator @ Steventon Village Hall,		*
05/10/20	E	Sarah Purdie	Oxfordshire South & Vale Citizens Advice AGM 2020		
05/10/20	E	Christopher Wilding	Water on road		
05/10/20	E	John Clark	Tree in copse		
05/10/20	E	Stone, Mark	Important Covid 19 update for public events		
05/10/20	E	brenda.feeney@btinternet.com	Re: Fwd: Churchyard		*
05/10/20	E	Alex Freeman	Meeting tomorrow		
06/10/20	E	sarinc	FW: Request for assistance for a Castle Street		

11.1.1 Potential grant from HOY

Details had been sent in by Alex Freeman. Create a biodiversity habitat. It was felt that this was too large for the Parish, it relied on ability to purchase land. It required considerable expertise and a large group, for example BBONT or Earth watch.

11.1.2 Fair on Little Green

The Fair held on the Little Green had been well received and there had been support from residents.

11.1.3 Burial ground

A further letter had been received concerning the two plots side by side, requesting a further review and clarification of the rules applied. The Clerk would draft a response for approval by the Chair. The decision remained that plots were only double in depth not width. The rules of the burial ground should perhaps be extended to include a rule that double width was not allowed.

11.2 Sent

02/09/20	E	Steventon News	Fwd: electric blanket testing		
02/09/20	E	Liz Folley	Re: Fun Fair	2	
02/09/20	E	Steventon Neighbourhood Plan	Fwd: Enrol now for our October webinar.		
02/09/20	E	Planning at Vale	Return form		
02/09/20	E	Caroline Nodder IFBB	Re: Cherry Tree Steventon		
02/10/20	E	mark tucker	Re: Meeting 6th October		

02/10/20	E	policycomms@nalc.gov.uk	Return on White paper consultation		
02/10/20	E	planningforthefuture	Consultation on Planning for the future		
02/10/20	E	Steventon Parish Council	October Parish Council meeting		
02/10/20	E	Rodney Bitmead	Fallen Tree		
02/10/20	E	Info	Forms		
02/10/20	E	Darby, John	TPO		
03/10/20	E	Darby, John	Re: TPO		
04/09/20	E	Steventon Parish Council	Quote for Tree work		
04/09/20	E	Town & Parish Council Websites	Re: Fwd: Re: Steventon website	8	
04/09/20	E	Bellinger, Vanessa	Re: Steventon Fair		
04/09/20	E	Alex Freeman	Re: Potential grant		
04/09/20	E	steventon99@btinternet.com	Re: Fwd: Horse Chestnut Tree Adjacent to the Social		
04/10/20	E	School Office St. Michaels	Forest School		
06/09/20	E	tim oconnor	Re: Quote for tree work	5	
06/09/20	E	fisherstu	Re: Horse Chestnut Tree Adjacent to the Social Club		
06/09/20	E	mark tucker	Re: Arts Funding: S106 Money Steventon		
06/09/20	E	Steventon Parish Council	Fair on the Little Green		
06/10/20	E	defib	"Re: Defibrillator @ Steventon Village Hall,		
06/10/20	E	lin dewsnap	Tonights Parish Council meeting		
06/10/20	E	thefoxsteventon	Ash tray		
06/10/20	E	sarinc	Re: FW: Request for assistance for a Castle Street Re		
06/10/20	E	Robert Green	Vulnerable		
08/09/20	E	Martin Stimpson-Tame	Re: New website		
11/09/20	E	Laura Bosley	Re: Trees on the green		
11/09/20	E	Cllr Christopher Wilding	Fwd: Car park by school and park		
12/09/20	E	9313241.office.3241	Re: Car park by school and park		
15/09/20	E	Christopher Wilding	Re: Steventon News		
15/09/20	E	Trotter Treeworks	Re: Tree Works		
17/09/20	E	admin.vale@biffa.co.uk	Fly tipping		
17/09/20	E	mark tucker , Cllr	Re: Fly tipping: Road Between allotments		
17/09/20	E	Joe Bennett , Cllr Carole D	Are we rural		
17/09/20	E	nalc TechnicalPlanningConsult	Response to current planning consultation		
17/09/20	E	mark tucker	Re: Fly tipping: Road Between allotments		
18/09/20	E	Brenda Feeney	Re: Fwd: Churchyard		
20/09/20	E	Steventon Neighbourhood Plan	Fwd: What is the Future of Neighbourhood Planning?		
21/09/20	E	Steventon Parish Council	Virtual Meeting to discuss S106 Art funding 28 Se		
21/09/20	E	Kim Heath	Re: Steventon allotments		
21/09/20	E	Sarinc	Fwd: Re: Steventon allotments		
21/09/20	E	Steventon News	Fwd: Newsletter Support		
21/09/20	E	Catherine Brickwood	Re: Virtual Meeting to discuss S106 Art funding 28 Se		
23/09/20	E	Richard Bosley	Re: cycle path		
23/09/20	E	Catherine Robson	Re: Water on Steventon Hill		
28/09/20	E	Donna Shepherd	Re: Nut Repair: Playground Steventon.	4	
28/09/20	E	abigail.brown	Fwd: Virtual Meeting to discuss S106 Art funding		
30/09/20	E	Cllr Mark Tucker	Steventon Art Steering group		
30/09/20	E	Brown, Abigail	Re: Steventon Art Steering group		

12. **PLANNING MATTERS**

12.1. **Applications**

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

A tree had fallen across the footpath at Milton Lane. The Clerk had contacted the Bitmead's but the tree is located in the space behind the pumping station. There is no registered owner, it is one of the areas that the Parish may register, so the Clerk will attempt to get a quote and arrange for its removal.

The defibrillator at the village hall has been used and the Clerk has been contacted to replace the pads.

The Clerk would need to order some spare pads, this was approved.

14. **DATE OF NEXT MEETING Virtual meeting to be held on 3rd November 2020**

The meeting closed at 8.50 pm

APPROVAL Signed as a true record of the Meeting:

Name: Dr C R Wilding

Position: Chairman of the Parish Council

Signature:

Date: 3rd November 2020