



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 3rd November 2020 at 7pm

1. APOLOGIES FOR ABSENCE.

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 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. Foot path on Steventon Hill

The footpath is again disappearing due to slippage from the bank, it is now impassable for wheelchairs and people with buggies and pushchairs. Mike Fox-Davies agreed to raise and pursue this problem along with floods on the Hill and a pothole at the end of Hanney Road. The Parish council is aware of the problem.

4.2. Water on Steventon Hill

Thames Water stopped the water running down Steventon Hill for two days, it is now back to the flow we suffered before. TW are saying it is not their water. OCC will again investigate though the location of the water is the same as previously and in fact coming out by the bollards left behind by Thames Water.

4.3. Steventon News

Steventon News will be published for December but due to lockdown it is not clear about delivery under lockdown.

5. REPORT FROM ANY COUNTY OR DISTRICT COUNCILLOR IN ATTENDANCE

Cllr Mike Fox-Davies reported:

As I am sure you will now be aware, the Prime Minister has announced a four-week national lockdown for England, with strict new measures coming into force from Thursday 5th November

What are the new measures?

From 5 November, people will be told to stay at home unless they have a specific reason to leave, such as education, childcare, and work which cannot be done from home.

Pubs, restaurants, and non-essential shops and businesses will have to close, although hospitality venues can continue to provide takeaway and delivery services. Schools, colleges, universities and early years settings can remain open.

People must not meet socially indoors or in a private garden with family or friends who are not part of their household or support bubble. People are also being asked to avoid travelling in or out of their local area. Urgent action is needed to stop the situation from escalating further so that we can protect our most vulnerable residents, alleviate the pressure on the NHS, and save lives. It is hoped that these exceptional measures, implemented for a time-restricted period, will help to stem the spread and enable the virus to be contained area and to reduce the number of journeys they make.

He had talked to Derek Stork and arranged a meeting with David Johnson MP to talk with them and Nick Thompson to obtain his support against the proposed reservoir.

Reminded that there is £1,875 available from his fund. Applications were required before 31st January.

6. APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the virtual meeting held on **6th October**, were accepted as a true record.

Proposed: Mr Bennett. Seconded: Mr. Stimpson-Tame.

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

7.1 Parish council land

Dr Wilding had arranged a meeting with Mr Mottram, one of the joint headmasters of the School, and the Clerk at 10 am tomorrow, 4th November, regarding the use of the parish land and car park.

Action 20/11/01: Dr Wilding

7.2 Planting Trees on the Green

The Clerk had provided a map of the proposed sewer to Laura Bosley with a view to mapping the location of trees.

7.3 Emergency access to south of railway line

Mr Green had talked to the Chief Inspector at Abingdon who was convinced that protocols were in place to access via the level crossing. It was pointed out to him that although it may exist on paper when the cars arrived at the level-crossings they were not aware of any procedures. Mr Green needed details of incidents to pass on dates and times. As although the police have a computer system that logged all call outs, he felt that possibly incidents had not been logged correctly. A draft letter had been circulated to the Parish Council for comment.

Action 20/11/02: Mr Green

7.4 Trees scheduled for work

Mr Clark and the Clerk had met up and looked at dividing the schedule of what work was required to the trees on both the little and big greens. The discussion concluded that because of the time lapse between when the survey was done and now, all the work would need doing before March when the nesting season will stop tree trimming. It was agreed that all of the work in the quote should be done. While examining trees on the two greens they had discussed the amount of growth and ivy around the bottom of trees, not all were on the schedule. Particularly concerning were those that obstructed sight lines at the exit to the Little Green and along the Hanney Road. It was agreed that while the contractors were attending, they be asked to clear any others that had excessive growth around the base or ivy.

Action 20/11/03: Clerk

7.5 Posts on Little Green

Meeting not yet organized. Social distancing may complicate arranging a meeting.

Action 20/11/04: Mr Green

8. ART FUNDED BY S106

The Art steering group had met on Thursday 22nd October at 9.30 and walked the village for some three hours, the results have been circulated to the Parish Council. Comments had been received from three councillors and included in the report; two further comments had been received since. There was some £65k available and it appeared from the comments received that priorities were emerging. Comments would be appreciated from any other Councillors on their preferred priorities. The Parish Council agreed that the Steering group was doing a good job and it was agreed to support them going forward with the recommendations. Mr Tucker agreed to contact the Remus representative to establish if they were proposing to submit an application for S106 monies, or if they had any objection to the Parish Council arranging for art to be installed on the site.

9. ITEMS FROM RISK ASSESSMENT ACTION SCHEDULE

9.1. Financial procedures

No new model had been received and it was agreed to approve for a further year.

9.2. Bi-annual check of Headstones by Council Member(s).

The Burial ground working group had met and tested the headstones on Sunday 25th October. Thank you to Mr Clark and Mr Stimpson-Tame for dealing with the relatives query at the meeting in a way that tactfully solved the problem that had been recurring.

9.3. Annual review of Burial Records by the Council.

The records were available at the burial working group meeting and at any other time by contacting the Clerk.

9.4. Annual review of future Burial Ground needs by the Council and make arrangements for further space as required.

Steventon does not require further space as the paddock is available.

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, MST, CW, Clerk.**

Not met.

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

A meeting in the burial ground had been held on 25th October.

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

10.4.1 Gym equipment

Gym equipment had not progressed as content of equipment had been raised. Unfortunately, gym equipment was generally not well used, but money is available and would be lost if not used. Mr Rice considered that monkey bars should be included as they were well used in Blewbury. Further consultation would be made locally on the preferred items of equipment.

10.4.2 Sports and Social Club

A request to install tie-downs for the gazebo into the green, which would be covered to keep safe. New gazebos had been ordered as those previously used had been damaged by the wind. Problems had been experienced recently with the caps on the football goal posts being removed. Concerns were raised and further details of the exact position, type and how long they were required was requested from the Sports and Social Club.

Action 20/11/04: Dr Wilding

10.4.3 Ditches

Thanks to the volunteers who had recently been clearing the waterway in the village. Mr Clark informed the meeting that on 14th November a further attempt would be made to clear the culvert at the Sheepwash Lane and Milton Lane junction, and the ditches at the bottom of the green.109.4.4

10.4.4 Footpaths

The survey of footpaths around the village had been completed.

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

Little Green

Mr Green was arranging further meeting to mark up the car parking and create a details specification suitable to obtain quotes.

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

Action 20/11/05: Infrastructure

10.6 **Sarinc CD**

The terms of office of both Wendy Lucas and Carole Denton as Trustees nominated by the Parish Council ended in January. Both were willing to stand for a further period of four years. The Parish Council thanked them for their input and time and accepted their offer to continue.

The Clerk had been in touch with the Sarinc Clerk regarding website content and this was to be discussed at the next meeting of Sarinc. Mrs Denton was asked to raise art work on the allotments at the next meeting.

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

Two Councillors and the clerk attended the webinar on Neighbourhood plans, all three have different views on it. There were some positive suggestions but the majority of discussion was about biodiversity and climate change rather than how to go forward with the plan. Biodiversity seemed to require professional input as this was not something within the abilities of our local group. A lot of time and effort and money had been put into the Neighbourhood plan so far but a decision needs to be made to go forward or abandon. A meeting to be called of the Neighbourhood Plan working group within the next two weeks to discuss the way forward.

10.8 Website group CB, RG, JR, Clerk

The website now had local travel and weather information available.

10.9 Other representative reports

10.9.1 Milton Park Forum CW, CB

No meeting

10.9.2 Causeway Trust had walked the causeway to look at the state of the Trees and decide future actions.

11. FINANCE

11.1 Audit report for 2019-2020

The report from Moore the external auditor said:

The Accounts and Audit Regulations 2015, Regulation 12(1) requires the RFO to have signed and dated the Statement of Accounts before presenting the Governance Statement or the Statement of Accounts to the Council for its consideration and approval. However the Annual Governance and Accountability Return shows that RFO signed and dated their approval several days after date on which the council met and approved the document, which is in breach of the requirements. In future could the RFO please ensure to sign and date their statement before providing the documents to the Council for its consideration and approval.

The Parish Council considered that this was an unfair and unnecessary comment giving no consideration to the circumstances prevailing at this time. The financial reports had been put together during lockdown of the country for Covid-19 little physical contact had been allowed. Meetings had been held virtually and submissions agreed but the physical signatures could not be obtained, prior to or at the meeting. These could have been done remotely if digital signatures had been accepted. The Clerk was asked to pass the comments of the Parish Council to the Auditor.

11.2 Financial report 2020-2021

Proposed: Mr Clark: seconded Mr Tucker

11.3 Cheques for Signature

12. Correspondence

12.1. Received

07/10/20	E	Rahaman, Mohammad - E&E	Em Rd CI NOTICE - T8193 (EN)		
07/10/20	E	Sarinc	Website	3	
07/10/20	E	John Clark	Ditch Clearance		
07/10/20	E	ONPA	The Future of Neighbourhood Planning online event		
08/10/20	E	Sandra Jaeger	Re: Forest School		
08/10/20	E	harwell.ssg (MAG)	Harwell SSG meeting 5 November		
08/10/20	E	Philip Sutton	Burial Requests in Parish cemetery		
09/10/20	E	Gammond, Peter - Community Safety	Unauthorised encampments for week ending Friday 9	5	
09/10/20	E	WEL, Distribution List (info	WEL Medical Order ID: 16594		
09/10/20	E	Sarinc	Re: Allotment		
09/10/20	E	Phil Sutton	Re: Church yard		
09/10/20	E	Steve Miles	Re: Church yard		
09/10/20	E	WEL Medical Shop	Your WEL Medical - Shop order has been received!		
10/10/20	E	Various	Fwd: Tyre swing	20	
11/10/20	E	Mary Thompson	Advent windows 2020		
12/10/20	E	Wel medical	WEL Medical Ltd.: Invoice #1237699		
12/10/20	E	John Rice	Re: Outside Gym equipment		
13/10/20	E	C Wilding	various	8	
13/10/20	E	Lee Jackson	Ashes interment	6	
13/10/20	E	Paul Garratt	Steventon Parish Council		
14/10/20	E	Eleanor Mayhew	Riparian Tree Planting Fund		
14/10/20	E	Jake Fleetwood	ADYP Litter pick		
15/10/20	E	Dyson, Chris - Corporate Services	Press release: Fireworks safety in Oxfordshire		
16/10/20	E	Charlton, John - Communities	PTR Meeting - 20 October		
16/10/20	E	headteacher	Meeting with Chair of PC	3	
16/10/20	E	OALC	OALC Remembrance Day new government advice	4	
16/10/20	E	registration southandvale	Planning Decision Notice - P19/V2150/HH		
17/10/20	E	Martin Stimpson-Tame	Burial		
19/10/20	E	brenda.feeney	Re: Burial ground Steventon		
19/10/20	E	Oxfordshire County Council N	Oxfordshire residents asked to cut scary amount		
19/10/20	E	Oxfordshire Neighbourhood Plans Alliance	October mailing		
19/10/20	E	Soldiers of Oxfordshire Museum	Spy Oxfordshire exhibition to open at Soldiers of		
20/10/20	E	Brown, Abigail	Re: Meeting Art Steering group	4	
20/10/20	E	Fresh Air Fitness	Considering a new outdoor gym for your commun		
20/10/20	E	homecall	Chair?	3	
21/10/20	E	lin dewsnap	Re: Meeting Art Steering group	2	
21/10/20	E	mark tucker	Quotes for Gym Equipment,		
22/10/20	E	carter	Re: Edward Carter Funeral Directors	3	
23/10/20	E	Hall, Shirley	Re: Steventon Storage Facility OX13 6DJ Misc 27/		

23/10/20	E	Oxon Sa	Signed External Auditor Report and Certificate 20		
24/10/20	E	registration southandvale	Planning Consultation - P20/V2358/FUL		
25/10/20	E	Lydia Inglis	ONPA AGM		
26/10/20	E	Matthews, Julia	P20/V0179/FUL - land at 23 High Street, Steventon		
26/10/20	E	Chris Joseph	Request to inter my mothers ashes into my fathers		
26/10/20	E	Christopher Wilding	various	10	
27/10/20	E	Citizens Advice Oxfordshire South and Vale	In Touch with You		
27/10/20	E	FixMyStreet	New FixMyStreet updates on report: 'Water flood	4	
27/10/20	E	Licensing Vale	Street Trading Application - Happy Plaice		
27/10/20	E	mark tucker	Re: Fly Tipping		
27/10/20	E	Southern Area - E&E	Thank you for your email		
28/10/20	E	Laura Bosley	Sewer pipe map	2	
28/10/20	E	MJDidcock Funeral Service	Interment of ashes - T/L Gay		
29/10/20	E	Help	Wantage Independent Advice Centre (WIAC)		
29/10/20	E	Mal Karen CARTER	No response to emails to steventon99	2	
29/10/20	E	Martin Stimpson-Tame	Re: No response to emails to steventon99		
30/10/20	E	Reeves	memorial applications for Mills and Warr		
30/10/20	E	Cllr Mike Fox-Davies	Re: Steventon hill		
30/10/20	E	S.M. Rees	Steventon News - November issue for website		
02/11/20	E	John Clark	Footpath surveys		
02/11/20	E	National Association of Local Councils	CORONAVIRUS UPDATE	10	
02/11/20	E	roger.oxfts	Change of Headstone at the Steventon Church		
02/11/20	E	Town & Parish Council Websites	Re: More information	4	
03/11/20	E	John Rice	Annual footpath inspection		

12.1.1 Licence application Happy Plaice

No comments from the Parish Council in response to the licence application. The Village Hall committee has had problems with paying their invoices. It was up to the Committee of the Village Hall to decide if he was permitted to continue trading from their car park. The Parish Council to write to the licencing group saying we had deferred comment to the Village Hall committee.

12.2 Sent

07/10/20	E	Cllr John Clark	Footpaths		
07/10/20	E	School Office St. Michaels	Re: Forest School		
07/10/20	E	Sarinc	Re: Website	2	
09/10/20	E	Sarinc	Fwd: Allotment		
09/10/20	E	Philip Sutton	Fwd: Re: Church yard		
09/10/20	E	Cllr Mark Tucker	Meeting 18th October		
09/10/20	E	donna benning	Re: Allotment		
09/10/20	E	Philip Sutton	Re: Burial Requests in Parish cemetery		
09/10/20	E	Steve Miles	Re: Church yard		
10/10/20	E	Jason Shepherd + various	Re: Fwd: Tyre swing	10	
12/10/20	E	Catherine Brickwood	Re: Advent calender		
12/10/20	E	Cllr Christopher Wilding	various	10	

13/10/20	E	Lee Jackson	Re: Ashes interment	5	
13/10/20	E	C Wilding	Re: Steventon News		
16/10/20	E	headteacher	Re: Meeting with Chair of PC	3	
16/10/20	E	Cllr John Clark	Trees		
19/10/20	E	Brenda Feeney	Burial ground Steventon	2	
19/10/20	E	Cllr Mark Tucker	Meeting Art Steering group		
19/10/20	E	enquiries otc.gov	Steventon Storage Facility OX13 6DJ		
20/10/20	E	homecall	Re: Chair?	2	
23/10/20	E	Carter	Re: FW: Green - Bolton		
26/10/20	E	Chris Joseph	Re: Request to inter my mothers ashes into my fathers		
27/10/20	E	OCC Highways	Culvert at Stocks Lane		
27/10/20	E	Cllr Matthew Barber	Meeting Tuesday 3rd November		
27/10/20	E	Robert Green , C	Re: Fwd: Water		
27/10/20	E	Licensing Vale	Re: Street Trading Application - Happy Plaice		
29/10/20	E	Sue Rees , Cllr Martin Sti	Fwd: No response to emails to steventon99		
29/10/20	E	Mal Karen CARTER	Re: No response to emails to steventon99		
30/10/20	E	Laura Bosley	Re: Sewer pipe map		
30/10/20	E	Gammond, Peter - Community Safety	Re: Unauthorised encampments for week ending Friday 3		
30/10/20	E	Cllr Mike Fox-Davies	Steventon hill		
31/10/20	E	Sovereign housing	Steventon Stonebridge Road		
02/11/20	E	John Clark	Re: Footpath surveys		
02/11/20	E	lin dewsnap , abigail.brow	S106 Art		
15/10/20	E	Town ad Parish websites	modifications	4	

13. PLANNING MATTERS

13.1. Applications

13.1.1. P20/V2358/FUL 5 Green Close Steventon Abingdon OX13 6EX

Proposed timber frame building 4.8m x 3m with a soak away or catchment pit

No objection but serious concerns about access and car parking in a very restricted residential area.

14. MATTERS FOR FUTURE DISCUSSION AND INFORMATION

15. DATE OF NEXT MEETING Virtual meeting to be held on 1st December 2020

The meeting closed at 8.35 pm

APPROVAL Signed as a true record of the Meeting:

Name: Dr C R Wilding

Position: Chairman of the Parish Council

Signature:

Date 1st December 2020