



THE CAUSEWAY

## STEVENTON PARISH COUNCIL

Mrs. Angela Einon, Parish Clerk

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**A meeting of Steventon Parish Council was held in the Millennium Room of the Village Hall  
on Tuesday 5<sup>th</sup> October 2021 at 7pm**

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

Apologies had been received from Mrs C Denton, Mrs S Broadbent and Cllr M Barber(VWH)

### **2. PRESENT**

Dr C Wilding, Chair, Mr J Bennett, Mr J Clark, Mr R Green, Mr J Rice and Mr M Stimpson-Tame. Mrs A Einon (Parish Clerk) and Cllr Sally Povolotsky (OCC), were in attendance. The meeting was joined by ten 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 of pecuniary interest. Mr Rice declared an interest in the planning application for 59 The Causeway and left the meeting for this item.

### **4. PUBLIC PARTICIPATION**

Dr Wilding reiterated that the draft Neighbourhood Plan was now available on the Parish website.

Updates will be ongoing, spaces filled in and appendices added. Input from the village residents was required. There will be an Open Meeting in the Millennium room on Tuesday 12<sup>th</sup> October at 7 p.m. all are invited.

#### **4.1. A34 access from Drayton**

The access slip road from Drayton had now been permanently closed and the area on the A34 turned into an official layby.

#### **4.2. Traffic volume**

Detailed analysis of the tube recording was still awaited but the median speed recorded on both Hanney Road and the High Street was 29 mph. The level of HGV movements at all hours of the day and night appeared very large, when details were available the Parish would submit a request to the Licensing Team to restrict operating hours. The HGV lorries, probably heading to and from the Storage Depot, were eroding the pavement at the corner of High Street and Hanney Road and creating a vast puddle by the Little Green, where they struggled to get round and frequently had to stop the traffic, use the opposite side of the road, or reverse. The speed monitors had arrived, and we are waiting for the installation of the poles. The monitors have made a considerable difference to speeding in other villages.

#### **4.3. Planning application 2-6 High Street**

The Vale Planning Committee had considered the application and made a site visit. The application had been approved.

#### **4.4. Network Rail culvert**

The culvert at Stocks Lane had been cleared by Network Rail. The work had taken three weeks rather than the anticipated one.

#### **4.5. GARD**

Derek Stork reported that Ofwat would make draft recommendations the week after next. Consultation is open and has been extended by three weeks. Information was not available to the public, all details had been redacted so realistic commenting was not possible.

#### **4.6. Litter Steventon Hill**

Complaint about the amount of fast food packaging on the Hill. Cllr Povolotsky informed the meeting that the source, mainly MacDonald's in our area, would arrange clearance if a photograph of the offending litter was sent to them.

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

Councillor Sally Povolotsky reported

Steventon - Reservoir is a huge current topic and one taking up a lot of casework time, understandably. Coop fire was a big blow locally, and have offered support to villagers efforts to help elderly and disabled locally. Issues around New Estates / Hanney road access / speeding / parking, logged with officers and pending visit.

Rowstock relief project which affect Steventon lights and junction hope to have further things to discuss by November December.

A 20 mph speed limit for the villages looked hopeful for roll out in 2022. The sign on the A34 is to be changed to direct to Harwell Campus and Chilton from the revised exit at Chilton rather than the current one at Milton. OCC are to close the High Street between 10 am and 4 pm to survey the dips in the road around the bridge to establish the state of the substrata and decide what remedial action is required. The survey of byway 16 blamed Network Rail for the water running down the road. The three officers on the case will meet next week.

Robert Green to contact Andy at Network Rail and liaise with Sally to arrange the meeting on access to the south of the village by emergency vehicles.

**Action 21/10/01: Mr Green**

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

The minutes of the meeting held on 7<sup>th</sup> September 2021, were accepted as a true record with the following modification: Item 5. Cycleway between Drayton and Abingdon change to cycleway between Drayton and Steventon

9.4 change: arranged the purchase and spraying to "arranged to purchase the materials and spray"

Proposed: Mr Bennett. Seconded: Mr Clark .

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

### **7.1 Emergency Services**

See 5 above

### **7.3. HGV, potholes etc High Street**

The results of the simultaneous tube survey on the High Street and the Hanney Road were waiting for interpretation from Highways. Sally Povolotsky is hoping to arrange a meeting with the Officer interpreting.

**Action 21/10/02: Cllr Sally Povolotsky**

### **7.4. Road onto the Green**

Further damage had been caused to the culvert which now seemed to be at impasse the owners of 4a deny responsibility and blame the gas contractor who have been working all over the village. They deny having any responsibility for the problem. Gas says it was a scaffolding lorry, 4a says not at a stage to have scaffolding. The Parish Council asked the Clerk to write to 4a that the original damage was caused by their lorries removing spoil from the site. Further damage had only been caused because of the initial. Until the culvert was repaired it may be necessary to restrict the weight of anything accessing the Green to protect the water course.

**Action 21/10/03: Clerk**

The Clerk was also asked to write to the resident of the Little Green who had allowed a skip to be located in the parking area and request immediate removal.

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

- 8.1** Bi-annual inspection by Council Specialist Tree Working Group  
Mr Clark and Mr Stimpson-Tame would inspect the trees on the Greens.
- 8.2** Bi-annual inspection by the Council. Unadopted roads, footpaths and waterways  
This is ongoing anyone finding problems to report.
- 8.3** Check made quarterly to ensure no personal details of the general public are held on computer.  
No personal details are kept.
- 8.4** Ditch clearance working group arrange.  
Mr Clark and Mr Stimpson-Tame would inspect and clear the ditches around the Greens along with the tree survey. Other ditches in the village had been maintained by the allotment warden Andrew, for which the Parish Council were very grateful.

## **9. WORKING GROUP, SUB-COMMITTEE AND REPRESENTATIVES ACTIVITIES**

### **9.1 Finance and General Purposes Committee JB, JC, JR, CW, Clerk**

Not met.

### **9.2 Planning Committee JB, CD, RG, MST, CW, Clerk.**

The Clerk had written to Gladman to propose a meeting on the proposal for a development in Abingdon Road by zoom on 14<sup>th</sup> October.

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

Not met

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

#### **9.4.1 Play area**

Playground Facilities were still waiting for a report from their supplier on the tire which had been removed. The recent inspection had highlighted plastic covers that were burnt and some areas of rot on the climbing frame. The Clerk had met with Phil Brew and gone through the repairs required. He would provide a quote.

#### **9.4.2 Grass cutting, wilding biodiversity MST, JC, Dawn Clements(Sarinc), Clerk**

Martin Stimpson-Tame had completed the grass cutting schedule and had asked for quotes from ten contractors, so far one had quoted for £16,000 and a quote from Sarinc had come in at £3500. The Parish Council agreed to accept the quote from Sarinc. The amount is more than received from OCC for grass cutting but it did provide more cuts. The Clerk to write to OCC pointing out the disparity in funding.

**Action 21/10/04: Clerk**

#### **9.4.3 Sports Hall CW, JC, RG, JR, MST**

A number of planned sports facilities in the Vale to be funded under S106 had not been successful. Monies could be spent on things providing similar benefits providing the developers agreed. Availability of the funds had been published in Steventon News to request suggestions on what sporting facilities would be well supported and possible groups who would lead.

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

#### **9.5.1 Little Green**

The specification for tender had not been completed but Mr Green was meeting with his son who would help prepare the specification. They would provide a map and plan of the area with marked out matting and posts. Mr Green would then ask for quotes for the work involved.

**Action 21/10/05: Mr Green**

#### **9.5.2 Speed signs**

The two speed monitors had been delivered, but they could not be employed until the posts had been installed by OCC.

**Action 21/10/06: Dr Wilding/Clerk.**

#### **9.5.3 20 mph speed limit**

The Parish Council fully supported the reduction of the speed limit in the village to 20 mph and would progress any scheme progressed this aim.

There was also grave concern that the speed limit on Steventon Hill was 60 mph but this would hopefully be addressed by the changes to the lights and proposals for Featherbed Lane. If this was

not the case it was proposed to apply to the Councillor fund held by Sally Povolotsky for the data investigations required to change the speed. This was slightly complicated as the Parish boundary is across Steventon Hill at approximately the midway point from lights to village edge.

**9.6 Sarinc CD**

Not met

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

The Open meeting, mentioned in public participation above, had been scheduled for Tuesday 12<sup>th</sup> October in the Millennium room. The details of the draft plan were now open for public consultation with the village and are on the website. Comments were invited from both the open meeting and the website. A meeting of the working group had been held on 28<sup>th</sup> September to decide on displays and content for the Open meeting.

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

Nothing to report

**9.9 S106 Art working group CW, JC, SB, Clerk, Abi Brown (Vale), volunteer Lin Dewsnap**

**Benches** The working group had met on Friday 21<sup>st</sup> September and discussed the bench proposals from Greenfield Woodwork and Oxford Oak both had provided remarkably interesting proposals which included interaction with the village. The working group had decided that Greenfield Woodwork offered the most village orientated suggestions and asked the Parish Council to agree their choice and that a submission should be made to claim some of the S106 monies for this project. The next step will be specific suggestions for benches and how the village will be included. The Parish Council agreed the choice and submission of S106.

**Map** Linda Benton had attended part of the above meeting and provided a draft of the map for discussion. It was agreed that the amount of written information should be abbreviated to allow for the map to be used in other forms, e.g. a leaflet. The current amount would be illegible if the map were to be scaled to a smaller size. The Clerk would circulate the Parish Council with a photo of the draft map.

**9.10 Other representative reports**

**9.10.1 Milton Park Forum. CW, JR**

A meeting would be held next Thursday. John Rice agreed to attend.

**9.10.2 Causeway Trust. JC**

The large trees by the war memorial were overhanging the causeway and the road and they proposed to have them inspected.

**10. FINANCE**

**10.1 Financial report 2021-2022**

The financial report was discussed and approved.

Proposed: Mr Rice. Seconded: Mr Clark.

**10.2 External audit report for year 2020-2021**

External auditor report 2020/21

Except for the matter reported below on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with the Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

It was reported on the 2019-20 External Audit Report that the RFO approved Section 2 for review after Sections 1 and 2 were approved by the Council which is not the correct statutory order. As this approval process took place during the 2020-21 period the Council should have ticked 'No' to Assertion 3 on Section 1 of the Annual Governance and Accountability Return.

Other matters not affecting our opinion which we draw to the attention of the authority:

Whilst the Annual Governance and Accountability Return is presented in round sum amounts it should be ensured that both it and any supporting documents remain arithmetically correct. Please in future can it be ensured that the figures presented calculate to the totals provided.

The Internal Auditor ticked 'Yes' to box K on the Annual Internal Audit Report which relates to whether a Council correctly certified itself exempt in the prior year however, the Council did not claim exemption last year. The assertion should have been answered 'Not covered'. The Internal Auditor has confirmed that this was an error and has appropriately amended his report to the Council.

The Internal Auditor has signed off the Annual Internal Audit Report 2020/21 after the Annual Governance and Accountability Return 2020/21 was approved. This means the completed 2020/21 report was not available for review and consideration with the form. It is presumed that the statements in Section 1 Annual Governance Statement refer to the previous year's internal audit report.

The external audit signed and approved the accounts. The Clerk was thanked for the work involved in the Audit system.

### 10.3 Cheques for Signature

## 11. CORRESPONDENCE

11.1	Received		
08/09/2021	E	NALC	NALC NEWSLETTER etc 27
08/09/2021	E	South Oxfordshire and Vale of White Horse District	You are invited to comment on the draft Joint Statement
08/09/2021	E	Steventon Webmasters	Vacancy for Parish Council
09/09/2021	E	Howell, Simon	Re: Call for Vale to hold extraordinary
09/09/2021	E	Lloyd, Jeremy	Do we have the correct details for you
09/09/2021	E	Came and Co - Renewals	Confidential: Steventon Parish Council
09/09/2021	E	Communications	Council meeting to discuss garden
09/09/2021	E	Gail Tanner	Re: Gas works in Steventon
09/09/2021	E	Ria Jones	Council Grants Available.
09/09/2021	E	Steventon Webmasters	Blocked Road North Way
09/09/2021	E	Steventon Webmasters	Footpath & Bonfires
10/09/2021	E	Eleanor Mayhew	FW: Thames Valley Flood Scheme News 3
10/09/2021	E	Grove Funeral (FU521)	FW: T/L Stuart Miles
10/09/2021	E	Mike Colles	Internment of the late Elizabeth Burra 3
10/09/2021	E	Roger Prew	Mother W Joyce Prew 10
11/09/2021	E	registration southandvale	Planning Consultation - P21/V2562/HH
14/09/2021	E	Howell, Simon	Re: Letter to Simon Howell
14/09/2021	E	Communications	media release - Councils pledge
14/09/2021	E	Communications	Vale of White Horse District Council media
14/09/2021	E	Donna Shepherd	St Michaels Play Area Nest Swing Repai
14/09/2021	E	Lesley Tait	Strategic Water Resource Solutions
15/09/2021	E	Flowerdew, Max	The Green, Steventon, Abingdon
15/09/2021	E	Communications	First draw for Vale Council
15/09/2021	E	oalc.org.uk	NALC nominations 4
15/09/2021	E	OALC	Re: Powers of expenditure
15/09/2021	E	Oxon Sa	External Audit to ended 31 March 2021
15/09/2021	E	steventonvillagehall bookings	Re: booking please 2
16/09/2021	E	Area 3 Communications	UPDATE: A34 Drayton (Oxfordshire)
16/09/2021	E	Christopher Wilding	various 14
16/09/2021	E	Christopher Wilding	contributions for new Sports Hall
16/09/2021	E	Communications	Great success as children across

16/09/2021	E	John Rice	1st draft - article for magazine - sports	
16/09/2021	E	Phil Brew	Re: Jobs that need doing	
17/09/2021	E	Cookson, David	contributions for new Sports Hall	
17/09/2021	E	Flowerdew, Max	The Green, Steventon, Abingdon	
17/09/2021	E	Oxon Sa	Re: Steventon Parish Council	
20/09/2021	E	Business Development	The School Renovation Company	
20/09/2021	E	C R Wilding	Re: Access track Little Green, SIDS, report	9
20/09/2021	E	mjdidcockfuneralservice	M & J Didcok	3
20/09/2021	E	Jade Paulley	Filming enquiry - Saturday 25th	2
20/09/2021	E	Jane Bevan	Re: Access track on the Little Green	2
20/09/2021	E	registration southandvale	Amendment Consultation - P21/V1143/FUL -	
21/09/2021	E	Came & Company Local	New name - same people, same service	
21/09/2021	E	Communications	Garden waste collections restart	
21/09/2021	E	Foundation Trust (RTH) OUH	Annual Public Meeting	
21/09/2021	E	S.M. Rees	Filming enquiry - Saturday 25th	4
22/09/2021	E	El-Megrissi, Heidi	Parish Sounding Board - 28 September	
22/09/2021	E	WEL, Distribution List	WEL Medical Shop Order: 18893	
22/09/2021	E	David Hamer	Re: Defibrillator @ Steventon Village Hall	4
22/09/2021	E	Ecogreencommunities	Council information	
22/09/2021	E	John Rice	Sports hall money	
22/09/2021	E	Oxon Sa	Signed External Auditor Report and Certificate 20	
23/09/2021	E	Came and Co - Renewals	Insurance Documentation	
23/09/2021	E	harwell.ssg (MAG)	Harwell - Dounreay Announc	4
23/09/2021	E	welmedical.com	WEL Medical Ltd.: Invoice	
23/09/2021	E	Martin Stimpson-Tame	Grass cutting	2
23/09/2021	E	Police and Crime Commissioner for Thames Valley	September update from the Police & Crime Commissioner	
24/09/2021	E	Sarinc	FW: Grass cutting for Steventon PC	
24/09/2021	E	registration southandvale	Planning Consultation - P21/V2622/O	
24/09/2021	E	W E L Medical	W E L Medical order delivered today	3
27/09/2021	E	Howell, Simon	Re: Letter to Simon Howell	
28/09/2021	E	Corrigan, Steven	Ethical Standards Training	
28/09/2021	E	Sarah Purdie	Oxfordshire South & Vale Cit Advice - AGM 20	
29/09/2021	E	Area 3 Communications	A34 Didcot New road sign	
30/09/2021	E	Flowerdew, Max	The Green, Steventon, Abingdon	
30/09/2021	E	Communications	Get ready for the Women's Tour	
30/09/2021	E	CPRE Oxfordshire	Oxfordshire September Newsletter	
30/09/2021	E	Lauren Rowntree	Land behind St Michaels School	
30/09/2021	E	Matthew Barber	Re: Meeting Tuesday 5th October	
30/09/2021	E	Nick and Mary Thompson	Wreaths for Remembrance Day	
01/10/2021	E	Worsley, Sally-Anne	Erection of 1 new residential dwelling	
01/10/2021	E	Cllr Sally Povolotsky	Councillor Update / Report	16
01/10/2021	E	Parishes	Workshops Oxfordshire County Council	
01/10/2021	E	TVERC	TVERC News Update   October 2021	
02/10/2021	E	registration southandvale	Planning Consultation - P21/V2691/FUL	
04/10/2021	E	Sarinc	Grass Cutting Invoice	
04/10/2021	E	Becky Crockett	The Future of the English Countryside	
04/10/2021	E	Donna Shepherd	Re: Invoice 1638	

04/10/2021	E	Donna Shepherd	August Inspection
04/10/2021	E	tonksbrothers.com	Paperwork for T/L Norman Joyce
04/10/2021	E	Planning Registration	Planning Application P21/V2492/LDE
04/10/2021	E	Planning Registration	Registration South and Vale

## 11.2 Sent

08/09/2021	E	Phil Brew	Jobs that need doing	4	
09/09/2021	E	Cllr Sally Povolotsky	Fwd: District Councillor, various	7	
09/09/2021	E	Gail Tanner	Fwd: Gas works in Steventon		
10/09/2021	E	John Clark , Ro	Re: path 20		
10/09/2021	E	Nick Sharland	Website contact Vacancy for Parish Council		
10/09/2021	E	Roger Prew	Re: Mother W Joyce Prew	6	
11/09/2021	E	Mike Colles	Re: Internment of the late Elizabeth Burra	3	
14/09/2021	E	Donna Shepherd	St Michaels Play Area Nest Swing Repai		
14/09/2021	E	OALC	Powers of expenditure	2	
15/09/2021	E	Flowerdew, Max	The Green, Steventon, Abingdon		
15/09/2021	E	Democratic Services	New coopted Councillor		
15/09/2021	E	James Hooper   Direct Mole Ltd	Re: Gas works in Steventon		
15/09/2021	E	Oxon Sa	Re: Steventon Parish Council		
15/09/2021	E	Oxon Sa	Re: External Audit to 31 March 2021		
15/09/2021	E	Robert Green	Fwd: Do we have the correct details for you		
15/09/2021	E	steventonvillagehall bookings	booking please	2	
17/09/2021	E	Cllr Christopher Wilding	The Green, Steventon, Abingdon		
20/09/2021	E	Jane Bevan , Cllr Christophe	Re: Contacting the Parish Council Chairman		
20/09/2021	E	Sue Rees , Chris Wilding	Fwd: Filming enquiry - Saturday 25th	4	
20/09/2021	E	mjdidcockfuneralservice	Re: M & J Didcok	2	
20/09/2021	E	Jade Paulley	Re: Filming enquiry - Saturday 25th	2	
21/09/2021	E	S.M. Rees	Re: Fwd: Filming enquiry - Saturday 25th	2	
21/09/2021	E	shaun shackelford	Fwd: Ginge flooding		
22/09/2021	E	Came and Co - Renewals	Re: Confidential: Steventon Parish Council		
22/09/2021	E	defib	Re: Defibrillator @ Steventon Village Hall		
23/09/2021	E	Christopher Wilding	Re: Grass cutting		
24/09/2021	E	Sarinc	Grass cutting for Steventon Parish Council		
25/09/2021	E	Cllr Christopher Wilding	Steventon News		
27/09/2021	E	waste.team@southandvale.gov.uk	bins		
30/09/2021	E	Nick Thompson	Re: Wreaths for Remembrance Day		
01/10/2021	E	BD Tonks	Funeral		
02/10/2021	E	Sue Rees	Steventon News		

## 12. PLANNING MATTERS

## 12.1 Applications

12.1.1 [P21/V2611/DIS](#) Brook House High Street Steventon Abingdon OX13 6RX

Discharge of conditions 3(derogation licence approval) & 4(Bat Roost Assessment) on application P20/V1078/HH. (Internal and external repairs and alterations).

12.1.2 [P21/V2622/O](#) Land off Abingdon Road Steventon

Outline planning application for up to 80 residential dwellings (including up to 35% affordable housing), and 0.46 hectares for a C2 extra care facility (up to 30 units). The introduction of structural planting and landscaping, public open space and children's play area, sustainable urban drainage system, and associated ancillary works. All matters to be reserved with the exception of the main site access.

Strong objection by the majority of the Parish Council. The same as previously rejected and the reasons still stand. Outside village, erosion of definitive space between the villages of Drayton and Steventon, not designated in the Local Plan. No integration with the village a difficult access that reduces the space between the villages.

12.1.3 [P21/V2562/HH](#) 59 The Causeway Steventon Abingdon OX13 6SE

Single storey front porch extension with alterations to roof

No objection

12.1.4 [P21/V2656/DIS](#) 23A High Street Steventon Abingdon OX13 6RZ

Discharge of conditions 3(surface water drainage) & 4(foul water drainage) on application P21/V0131/FUL.

Demolition of the existing buildings and the erection of a single building comprising a four-bedroom dwelling with parking and amenity space

12.1.5. [P21/V2691/FUL](#) The Old Farmhouse 5 Kennel Lane Steventon Abingdon OX13 6SB

Erect a small, single storey, wooden stable block for equestrian use. Constructed on a concrete base

No objection

## 13. MATTERS FOR FUTURE DISCUSSION AND INFORMATION

## 14. DATE OF NEXT MEETING Parish Council meeting to be held 2<sup>nd</sup> November 2021

The meeting closed at 9.59 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> November 2021