



THE CAUSEWAY

## STEVENTON PARISH COUNCIL

Mrs. Angela Einon, Parish Clerk

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**Steventon Parish Council Meeting was held on Tuesday 6<sup>th</sup> September 2022 at 7pm  
in the Millennium Room of the Village Hall**

### 1. APOLOGIES FOR ABSENCE

Apologies had been received from Mr M Stimpson-Tame and Cllr Sally Povolotsky(OCC & VWHDC).

### 2. PRESENT

Dr C Wilding, Chair, Mr Bennett, Mrs S, Broadbent, Mr J Clark, Mrs C Denton, and Mr J Rice. Mrs A Einon (Parish Clerk) was 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.

Dr Wilding declared an interest in the Planning application for 55 Hanney Road and left the meeting for this item.

### 4. PUBLIC PARTICIPATION

#### 4.1. Litter and graffiti

The litter bin near the village hall had disappeared. The Parish Council were aware and are proceeding on a replacement.

Play area – the table tennis area, the tables and the youth shelter have suffered from graffiti.

**Action 22/09/01: Mr Clark and Mr Rice to inspect.**

#### 4.2. Truck

The pre-brief meeting had agreed to provide litter bins and sacks along the Causeway on the first day Friday there some bins near the Church but no bags. The sight organisers new nothing about litter bag provision some further bins were installed. Bags were installed and cleared by the Parish litter operatives along the Causeway. Cars had been parked in Castle Street and byway 16 and used to sleep in. Residents had observed their gardens used as a toilet.

The Copse had been extensively fouled with human waste. Were sufficient facilities available?

The parking permit system had not worked as copies had been circulating freely.

The fireworks at the end of the festival had been excessively loud and disturbing to residents and wildlife.

Residents who had wanted to contact the organizers were unable to find a telephone number though one had been given on the parking permits.

#### 4.3. Litter and dog bins on estates

There are no bins on the Linden estate. This is the responsibility of the management company. Cllr Stimpson-Tame agreed to write to them concerning installations.

**Action 22/09/02: Mr Stimpson-Tame**

#### 4.4. Roots and Shoots

Mrs Broadbent explained that the project was to provide community support so far an allotment had been allocated to grow food and teach others the procedures involved. The plan was to cook excess food and freeze it to be delivered or collected to families in need. Plans were also progressing on creating a warm space for drop in at the Church one day a week. East Hendred larder cooks on Tuesday and they had provided thirty frozen meals to Steventon. Rev Phil had distributed them to 8 families in Steventon.

#### 4.5. Bus shelter Little Green

A request for a seat was made. The Parish Council agreed to look into this.

**Action 22/09/03: Parish Clerk**

#### 4.6. Speedwatch .

Cllr Sheenagh Broadbent read out a report from Steventon Community Speedwatch. Precise: We have 13 volunteer operators who are all fully trained at using the speed detection equipment. We have been operational since the beginning of July and we have been out 16 times. To date we have recorded over 70 offences that have been

reported to the Police and letters sent out. We have had a lot of support from villagers – people have stopped to talk and thank us, and we have had “friendly” waves and thumbs up from passers-by. The 3 signs that we think would be appropriate and are approved by Thames Valley Police. This would obviously need approving by the Parish Council and possibly anyone else with an interest – OCC/Highways? We would also need clips of an appropriate size so that they can be attached to the posts. The Parish Council had previously agreed to fund these.

**Action 22/09/04: Parish Clerk**

- 5. REPORT FROM ANY COUNTY OR DISTRICT COUNCILLOR IN ATTENDANCE** No Councillor had attended.  
**APPROVAL OF THE MINUTES OF THE LAST MEETING** The minutes of the meeting held on 5<sup>th</sup> July 2022, were accepted as a true record  
Proposed: Mrs Denton Seconded: Mr Clark

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

### **7.1. COMMITTEES AND GROUPS**

Terms of reference for this year were required for all working groups. Dr Wilding would circulate a template. Referred to Recreation and Open Spaces.

**Action 22/09/05: Recreation and Open Spaces**

## **8. PLANNING MATTERS**

### **8.1. APPLICATIONS**

8.1.1. P22/V1917/LDO Milton Park Milton Abingdon

Proposed Revised Draft Local Development Order for Milton Park

Proposed demolition of old buildings and replace with new. Warehouse storage now being replaced with scientific development areas. RM building now the Beehive and innovation centre a state of the art meeting and conference centre. Changes within the areal, increased buses and autonomous transport to reduce traffic. The cinder track upgrade to a cycle way from Steventon is part of the plan but will take time as possible compulsory purchase required, No objection

Dr Wilding left the meeting and the Chair was taken by Mrs Broadbent for the next two items.

8.1.2. P22/V1932/HH 55 Hanney Road Steventon Abingdon OX13 6AH

A single storey rear extension and alterations to the garage.

No objection

8.1.3. P22/V1922/LDP 55 Hanney Road Steventon Abingdon OX13 6AH

Lawful development application for a loft conversion to include dormer, window and rooflights

Lawful development would be decided by the Vale. The Parish council had no objection.

8.1.4. P22/V1891/T28 Hill Farm Church Road Steventon Abingdon OX13 6SW

Installation of a 25m lattice mast comprising 6 no antennas and 2 no dishes on an open headframe together with 2 no ground based cabinets and ancillary development thereto.

**Agreed by VWH**

8.1.5. P22/V1558/LDP 7 Castle Street Steventon Abingdon OX13 6SR

Loft conversion with rooflights only

**Agreed by VWH**

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

9.1. Bi-annual check to ensure duplicates of critical files are stored away from Clerk`s house.

No critical files stored at the Clerks house.

9.2. Arrange for annual inspection by ROSPA, record findings in the Council Minutes and rectify problems.

Inspection arranged and report circulated to the Parish Council

9.3. Annual review of documents to be sent to the Oxford Record Office.

More details of what can be stored and in what format. The Clerk has minutes and old records to store.

9.4. Insurances including Fidelity Guarantee

The Clerk has requested quotes.

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

**10.1. Finance and General Purposes Committee JB, JC, JR, CW, Clerk**

Not met.

**10.2. Planning Committee – Parish Council members.**

Not met

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

Mr Stimpson-Tame was still to produce details on maximum sizes for headstones and tablets.

**Action 22/09/06: Mr Stimpson-Tame**

**10.4. Human Resources CW,CD,SB,JR**

Not met

**10.5. Recreation and Open Spaces – Trees, Greens, Waterways, Footpaths, Playground, Sports Hall.**

**SB, JC, CD, JR, MST, CW**

**10.5.1. Sports Hall Funds (Alternative uses) CW, SB, JC, JR, MST**

Dr Wilding was drafting the S106 application for an eco-park.

**10.5.2. Play area**

Rospa inspection had been done and a number of items raised. Refer to Recreation and Open Spaces meeting to be held in the North Star at 7 pm on 13<sup>th</sup> September.

**Action 22/09/07: Recreation and Open spaces meeting**

**10.5.3. Cricket nets lease**

An addition to be made to the schedule that the nets be maintained during the winter and in the land would be reinstated if not used regularly. An advertisement to be placed in the local press.

**10.6. Village infrastructure & resilience – railway, roads, drains JB, JR, CW,**

**10.7. Sarinc CD**

Nothing to report

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

Not met. It was hoped to submit by May but Covid had delayed progress.

**10.9. Website group. JR, Clerk**

Not met. The draft had been reviewed by Mrs Broadbent. The Vale had prompted and Robyn would be asked to review its readiness for submission.

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

The quotes from Falcon signs and Arien designs had been reviewed at a joint Art and Open spaces group meeting. A decision on Ariens smaller roofed design had been made. The total spend on map and surround would be approximately £300 over the amount already procured from the S106 funds. Investigate if an additional amount could be requested.

The benches required a follow up and Abi Brown would be asked when available to have a meeting.

**10.11. Other representative reports**

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

Milton Park meeting scheduled for 13<sup>th</sup> September

**10.11.2. Causeway Trust JC**

Investigating new Trustee as one had left the village. Drafting a tree replacement programme using some resistant elm trees. Planting was weather dependent.

Recreation and Open spaces to meet on 13<sup>th</sup> September meeting.

**Action 22/09/08: Recreation and Open spaces**

**12. FINANCE Financial report 2022-23**

The financial reports were discussed and approved.

Proposed: Mrs Denton Seconded: Mr Clark.

## 12.2. Cheques for Signature

### 13. CORRESPONDENCE

#### 13.1. Received

6/7/22	E	woodleazegroundworks	Re:- New Carparking Layby Quote		
6/7/22	E	E Carter fd	FW: Memorial Application for Edna Brewer -		
6/7/22	E	Adam Bows	Thames Water CAPS fund	4	
6/7/22	E	OALC	OALC AGM presentations and various	13	
6/7/22	E	John Clark	various	18	
6/7/22	E	NALC	NALC NEWSLETTER	30	
6/7/22	E	RecruitmentAndRetention	share - Thames Valley Police recruitment		
6/7/22	E	Sheenagh Broadbent	various	18	
7/7/22	E	Collodel, Angel - OCC	Immediate Road Closure Alert	5	
7/7/22	E	Worsley, Sally-Anne	Conversion of an agricultural cart shed		
7/7/22	E	Cllr Sally Povolotsky	various	22	
7/7/22	E	Lesley Tait	Re: Planning future water resources	7	
7/7/22	E	Margaret Eaglestone	FW: SCAS Governor Elections		
7/7/22	E	Martin Stimpson-Tame	Little lane various	22	
8/7/22	E	Corrigan, Steven	Re: Oxfordshire Code of Conduct	2	
8/7/22	E	Povolotsky, Sally	Fw: Media Release: New Design Guide	5	
8/7/22	E	alerts whitehorsedc	News from Vale of White Horse District Council	22	
8/7/22	E	Ben Taylor	Trust for Oxfordshire's Environment (TOE)		
8/7/22	E	Christopher Wilding	Various	19	
8/7/22	E	registration southandvale	Planning Consultation - P22/V1558/LDP		
9/7/22	E	Margaret Hall	Re: Website steventon NSPCC panto 2023		
9/7/22	E	registration southandvale	Planning Decision Notice - P22/V1200/HH		
10/7/22	E	Vidovic, Andrew - OCC	FW: Winter Preparedness		
10/7/22	E	Steventon News	STEVENTON NEWS - AUGUST	4	
11/7/22	E	Christine Ewing	Internment plot for Hamish Ewing	2	
11/7/22	E	Communications	Press releases various	12	
11/7/22	E	Shirley Bazykiewicz	Permit and layout		
12/7/22	E	Val Thomas - STFC UKRI	Steventon Fair June/July 2022	2	
13/7/22	E	Clark, Nigel - OCC	FW: Fix my street	6	
13/7/22	E	Alexandra Freeman	Judicial Review on planning appeal		
14/7/22	E	Alice Hirst	Be Free Young Carers Village Hall and Green	2	
14/7/22	E	Lorraine Atkins	Truck signs	2	
14/7/22	E	Neighbourhood Alert	Theft of Domestic Heating Oil		
14/7/22	E	Waste Team southandvale	Litter mapping project	3	
15/7/22	E	Gammond, Peter - OCC	Unauthorised encampments	8	
15/7/22	E	Mike Day	Draft lease for nets	3	
17/7/22	E	Chris Brickwood	Co-op notice board	4	
18/7/22	E	Francis, Mark - OCC	Re: All sorts road related	5	
18/7/22	E	Beki Haines	Fwd: RE: Quotation request		
18/7/22	E	crwilding	Parish Council report attached	6	
19/7/22	E	Beki Haines	Re: Fwd: RE: Quotation request	2	
19/7/22	E	woodleazegroundworks	Re: New Carparking Layby Quote		
19/7/22	E	rachel shelley signs	Quotation: 22459 - Interpretation Panel		

19/7/22	E	SLCC Membership	News Bulletin -	5	
20/7/22	E	Donna Shepherd	Pendulum Swing	5	
20/7/22	E	Neighbourhood Alert	Appeal For Witnesses Assault In Wantage		
21/7/22	E	Horton, Mike - OCC	requests for parking restricti	2	
21/7/22	E	Neighbourhood Alert	Time is Running Out - Your Opinon Matter		
22/7/22	E	VWHDC	Vale News - July 2022		
25/7/22	E	Neighbourhood Alert	Advice For Dog Owners - Increase		
26/7/22	E	Georgina Arnold	Steventon Sports Field	2	
26/7/22	E	Causeway	Station Yard		
26/7/22	E	SO & VWHDC	Settlement Assessment Questionnaire	2	
27/7/22	E	Alexander, Jack	Fundays for the summer 2022		
27/7/22	E	headteacher	Re: Future of Parish land	2	
27/7/22	E	Joseph Bennett	Re: Steventon Sports Field		
27/7/22	E	Neighbourhood Alert	Do Not Burn Baby Burn		
27/7/22	E	Reeves Memorials	Re: Aidan Hudson Memorial Application		
27/7/22	E	Sheridan Jacklin-Edward	The purpose of parish councils		
28/7/22	E	CPRE Oxfordshire	CPRE Oxfordshire July Newsletter	2	
29/7/22	E	John Rice	Re: FW: Fix my street		
1/8/22	E	John Jarvis	concerns	2	
2/8/22	E	Darch, Tim - OCC	Minutes of July PTR meeting/next meeting	2	
2/8/22	E	Amy Jenkinson	PRE-PLANNING APPLICATION CONSULTATION		
4/8/22	E	Neighbourhood Alert	Section 34		
4/8/22	E	ONPA	ONPA August 2022 News		
8/8/22	E	Mike Murray	Persistent Antisocial Behaviour		
9/8/22	E	SAAA	SAAA 2022 Opt-out Communication		
9/8/22	E	Helen Kendrick	Warm Spaces for winter 2022 / 2-23		
10/8/22	E	Graham2, Robert - OCC	TTRO (T10770) Temporary Road Closure,		
10/8/22	E	Becky Crockett	Reminder - CPRE member event -		
11/8/22	E	Climbersway Tree Care	Tree Maintenance		
13/8/22	E	registration southandvale	Planning Consultation - P22/V1932/HH		
13/8/22	E	registration southandvale	Planning Consultation - P22/V1922/LDP		
15/8/22	E	Howard Shallard-Brown	Steventon play area		
15/8/22	E	Neighbourhood Alert	Catalytic Convertor Thefts		
15/8/22	E	Playground Facilities Ltd	Invoice 1889 from Playground Facilities Ltd		
15/8/22	E	Victoria Ruffy	Re: Himalayan Balsam along the Causeway		
16/8/22	E	Kirby, Gary (C9455)	Re: Station Yard		
16/8/22	E	Gill Mulford	Steventon Parochial Charities	2	
16/8/22	E	Derek Stork	Oxfordshire Reservoirs - clearing up	3	
16/8/22	E	Tracey Cheshire	Invoice 65501 from Playsafety Limited	2	
17/8/22	E	Didcock fd	Re: Interment ashes		
17/8/22	E	Oxon Sa	Steventon Parish Council AGAR	2	
17/8/22	E	Richard Chapman	End of season square maintenance		
17/8/22	E	Zoe Davies	RoSPA Survey		
18/8/22	E	Stuart & Louise Brockman	Re: Window broken	2	
22/8/22	E	Emma Plastow	Land to rent		
22/8/22	E	Neighbourhood Alert	South and Vale Neighbourhood Teams		
22/8/22	E	Roxy Elford	ADYP Awards		
22/8/22	E	steventonvillagehall book	Re: hall booking	2	

23/8/22	E	Freshair fitness	Steventon Parish Council - Outdoor Gym		
23/8/22	E	Edward Harris	Renewal Information Request		
23/8/22	E	Causeway	Faulty Street Lights		
23/8/22	E	OPFA	The Inspection of Children's Playgrounds		
24/8/22	E	Joseph Bennett	Post damaged on big green		
24/8/22	E	Neighbourhood Alert	New Joint Patrolling Partnership	2	
26/8/22	E	Oxfordshire Community	Oxfordshire community tackle local	2	
26/8/22	E	registration southandvale	Planning Application consultation		
28/8/22	E	Laurie-Jane Cann	Interest in joining the Parish Council		
30/8/22	E	Traffic Filters	Oxford transport proposals - update		
31/8/22	E	Have your say	Re: Reminder: Settlement Assessment		
31/8/22	E	Reeves Memorials	Hannah Fletcher Memorial Application		
1/9/22	E	Lisa Stead	Community Engagement		
5/9/22	E	BHIB Councils Enquiries	your Council's insurance policy	3	
5/9/22	E	FixMyStreet	Your FixMyStreet account	3	
5/9/22	E	Gateway Confirmation	Successful Receipt of Online Sub	2	

### 13.1.1 Code of conduct

Training is compulsory

### 13.1.2 Application

An interest had been expressed in joining the parish council. The Clerk would forward details.

### 13.1.3 Himalayan balsam

The presence was discussed but felt to be the responsibility of landowners. It can be beneficial to bees.

### 13.2. Sent

6/7/22	E	april edcarterfd	Memorial Application for Edna Brewer		
8/7/22	E	Christopher Wilding	Re: Planning future water resources + various	18	
9/7/22	E	margaret hall	contact steventon NSPCC panto 2023		
11/7/22	E	Parish Councillors	Infrastructure meeting		
11/7/22	E	Christine Ewing	Re: Internment plot for Hamish Ewing	2	
11/7/22	E	Shirley Bazytkiewicz	Re: Permit and layout		
13/7/22	E	Parish Councillors	Land		
13/7/22	E	Parish Councillors	Sid downloads		
13/7/22	E	sales ariensigns	Quotation request		
13/7/22	E	volunteercoordinationteam	Fix my street		
16/7/22	E	Francis, Mark - Communities	Fwd: All sorts road related	4	
18/7/22	E	Parish Councillors	Meeting Tuesday 7pm North Star		
18/7/22	E	Adrian Drozd	Re: Funfair		
18/7/22	E	Alice Hirst	Re: Be Free Young Carers Village Hall and Green		
18/7/22	E	Beki Haines	Re: Fwd: RE: Quotation request		
18/7/22	E	Ben Day	Re: Steventon fun fair		
18/7/22	E	info woodleazegroundworks	Re: - New Carparking Layby Qu	2	
18/7/22	E	Lorraine Atkins	Re: Truck signs		
18/7/22	E	Thomas Hebborn	Fair in steventon 27th June to 4th July		
18/7/22	E	Val Thomas - STFC UKRI	Re: Steventon Fair June/July 2022		
21/7/22	E	Clark, Nigel - OCC	Re: FW: Fix my street	2	
21/7/22	E	Parish Councillors	Truck access		
25/7/22	E	Chris Brickwood	Re: Co-op notice board	3	
26/7/22	E	Info Causeway	Re: Station Yard		

26/7/22	E	Kirby Gary	Fwd: Station Yard	
27/7/22	E	headteacher	Re: Future of Parish land	2
27/7/22	E	Georgina Arnold	Re: Steventon Sports Field	
27/7/22	E	Reeves Memorials	Re: Aidan Hudson Memorial Application	
27/7/22	E	registration.hub oxfordshire	Treadwell registration	
31/7/22	E	Mike Day	Re: Draft lease for nets	
13/8/22	E	Steventon News	Fwd: TTRO (T10770) Temporary Road Closure	2
15/8/22	E	Donna Shepherd	Re: Quarterly Operational Inspection	
16/8/22	E	Lesley Tait	Re: Thames Water - Developing	4
17/8/22	E	Parish Councillors	Traffic monitors	
17/8/22	E	Cllr Sally Povolotsky	Traffic monitors	
17/8/22	E	info didcockfunerals	Re: Interment ashes	
17/8/22	E	MJDidcock Funeral Service	Interment ashes	
17/8/22	E	Oxon Sa	Re: Steventon Parish Council AGA	
18/8/22	E	Eric Webb, Sue Rees	Fwd: Window broken	
18/8/22	E	STUART BROCKMAN	Re: Window broken	
22/8/22	E	Emma Plastow	Re: Land to rent	
22/8/22	E	Gil Mulford	Re: Steventon Parochial Charities	
22/8/22	E	steventonvillagehall bookings	Re: hall booking	2
23/8/22	E	Info Causeway	Re: Faulty Street Lights	
31/8/22	E	Cllr Sally Povolotsky	Meeting September 6th	
31/8/22	E	haveyoursay southandvale	Reminder: Settlement Assessment Questionnaire for	
5/9/22	E	BHIB Councils Enquiries	Re: Looking to renew your Council's insurance policy	2
5/9/22	E	Edward Harris	Re: Renewal Information Request	

#### 14. MATTERS FOR FUTURE DISCUSSION AND INFORMATION

Horses at the top of the copse.

Signs in the Copse.

Stonebridge road pavements – fix my street.

**15. DATE OF NEXT MEETING**

Parish Council meeting to be held 4<sup>th</sup> October 2022

The meeting closed at 8.50 pm

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

Name: Dr C Wilding

Position: Chairman of the Parish Council

Signature:

Date: 4<sup>th</sup> October 2022