

AGENDA

The Annual Parish Council meeting followed by the monthly Parish Council meeting of the Parish Council will be held on Thursday 2nd May 2024, at 7.30pm, in the Ordish Room, at the Village Hall.

Councillors: You are hereby summoned to attend the above meeting for the purpose of transacting the following business.

Members of the public who wish to attend the meeting are asked to let the clerk know in advance of the meeting at clerk@astonoxon-pc.gov.uk. Please note item 6 on the agenda about Public Representation.

EaAnstee

Elaine Anstee – Clerk

RECORDING OF MEETINGS

The law allows the council's public meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted.

As a matter of courtesy, if you intend to record any part of the proceedings, please let the Clerk know before the start of the meeting.

1. Present

2. Apologies from Members – R Anstee gave apologies in advance.

3. Annual Meeting of Parish Council

- Election of Chairperson – Chairperson to sign Acceptance of Office.
- Election of Vice Chairperson
- Election of Transport Representative (if desired)
- Election of Community Trust Representative
- Election of Representative to the local committee of Cote Chapel
- Election of Representative for the RAF Brize Norton Local Community Working Group meetings (currently 1 evening meeting per year and an invitation to an evening summer semi-formal event)
- Discussion and decision on who will submit PC news article to Voices (bi-monthly)
- Portfolio assignments – current in Clerk's Briefing notes on page 3.

4. Parish Councillors - Disclosure of interests on agenda items

5. To approve the minutes of the Parish Council meeting on 4th April 2024 – minutes previously circulated.

6. Meeting Open for Public Representation

This is the only part of the meeting where members of the public are permitted to speak, and it must be about an item on the agenda. The Parish Council's Standing Orders limit the time for this part of the meeting to ten minutes in total unless otherwise directed by the chairman of the meeting. The Standing Orders specify that each member of the public shall not speak for more than three minutes.

7. WODC/OCC Matters

A brief update from the relevant WODC or OCC Councillor – due to the election apologies already received.

8. Matters Arising from Previous Meetings

a) Quick updates:

- *Electronic Speed Signs* – request for replacement of the two existing and quote for new one for Bampton Road submitted.
- *Cote Chapel* – No update.
- *Gate at St James Church* – The RFO is now working on this.
- *Footpaths/Treescaping*
- *Thames Water* – awaiting report from flow monitors due end of April 2024/pumping station at back of Marsh Furlong and works at St Joseph's Court (Aug 2024).

b) Traffic calming update and other traffic issues.

Clerk to give verbal report on items raised under public participation on the 4th April. A summary of the 26 responses received to the Voices article has been shared with councillors by email. To decide on next steps.

c) Neighbourhood Plan

Led by Chair.

d) Anti-Social Behaviour

None reported at time of agenda.

9. Correspondence

Clerk's Briefing Notes on Page 2.

10. PLANNING

New planning applications

Documents emailed to councillors for perusal prior to the meeting and available at:

<https://www.westoxon.gov.uk/planning-and-building/planning-permission/view-planning-applications/>

Reference

24/00888/HHD

Alternative Reference

PP-12925592

Application Validated

Tue 23 Apr 2024

Address

Chestnut House Ham Lane Aston Oxfordshire OX18 2DE

Proposal

Alterations to include erection of single storey rear extension, conversion of existing garage to create additional living space with first floor extension above. New render to external facade and construction of detached double car port.

Status Under consideration

Update on Ongoing Planning Applications – For Information

- a) Brier Furlong – ongoing reporting of CTMP breaches and letter sent to WODC Enforcement. An officer from WODC has been in contact WODC Cllr L Nichols and the residents of Marsh Furlong continue to record breaches of CTMP.
- b) Marsh Furlong – agenda item 8 under Thames Water.
- c) St Joseph’s Court –agenda item 8 under Thames Water.
- d) North Farm – no further update since last meeting.
- e) Potential new development – update from Chair.

Update on Previous Planning Applications - None

11. New Business

a) Data Logger and Flood Grant - OCC

An ‘Expression of Interest’ was submitted to OCC on 27th April 2024 with regards flood/water level monitoring. For discussion of next steps.

b) Life Education Grant Request

Life Education have submitted a letter (the RFO has sourced the accounts) for a grant of £310 towards their work of providing health, well-being and drug prevention education to the children at Aston and Cote Primary School on a planned visit in June 2024. The full request and accounts are on pages 19-27.

c) Insurance Renewal for 24-25

To consider the insurance renewal for 1 June 2024. This is for year 2 of the current agreement with insurer Clear Councils (formerly BHIB Ltd). Details in the briefing notes on pages 28 to 33. For Resolution

d) Councillor Resignation and Co-Option for a new councillor.

Notice of vacancy posted on the website and noticeboards on the until 21st May 2024. The Monitoring Officer at WODC has been informed. Notice of Co-Option can be posted from 22 May 24 if requirement for election is not met.

12. Governance – Policies for Review - None

13. Community Trust

The Community Trust have requested ‘matched funding’ or 50% towards the costs of repairs and replacements of the village hall guttering, facias and soffits. The cost (quote on page 17 of the briefing notes) is £7,900. 50% would be £3,950. For decision and resolution.

14. Parish Infrastructure

a) Village maintenance

To identify any current maintenance work required. Budget remaining for 2024/25 is £1,500.

b) Cote Turn – waste bin – awaiting pricing from WODC/Publica – chased again March 24.

c) Bin for Chimney – clerk has contact OCC Highways about siting a bin in the vicinity of the Chimney white gate.

15. FINANCE – See report from RFO on pages 4 to 12 of the briefing notes, with items for Resolution.

16. CONFIDENTIAL Item to be discussed in closed session.

To resolve to exclude the press and the public in accordance with the Public Bodies (Admission to Meetings) Act 1960.

Clerk's Revised Contract – previously emailed to councillors.

17. Parish Councillors' and clerk's reports from meetings attended since last meeting.

18. Matters arising since publication of agenda/

Matters which Councillors may wish to raise for inclusion on next agenda.

(For discussion only)

19. Date of next meeting: Thursday 13th June 2024, 7.30pm

Being the Annual Parish Council Meeting followed by the monthly meeting of Parish Council.