

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL

CLERK'S BRIEFING NOTES

PARISH COUNCIL MEETING ON 4 July 2019

<i>Page</i>	<i>Contents</i>
2	Correspondence Sent
3-4	Assets of Community Value Notes – WODC (Agenda Items 8c)
5	Community Information Network – Save the date (Agenda Item 10c)
6-7	Community First Oxfordshire – AGM 19 July 19 (Agenda Item 10d)
8-9	Bampton and District Flood Prevention Working Group (Agenda Item 10i)
10	Account Balances as at 30 June 19 (Agenda Item 14a)
11-16	Confidential item – (Agenda Item 15) Redacted

Aston, Cote, Shifford and Chimney Parish Council

Correspondence sent since 6 June 2019

1. Ltr – Aston School re Community Emergency Plan
2. Ltr – Community Trust re Community Emergency Plan
3. Ltr – St James Church re Community Emergency Plan
4. Ltr – The Fellowship Centre –re Community Emergency Plan

All other correspondence by email.

Aston, Cote, Shifford and Chimney Parish Council

WODC – Asset of Community Value (Agenda Item 8c)

Section 4 – Supporting evidence for the nomination

Please read these notes before answering the questions in this section. These guidance notes and the introduction to each question are provided to help you complete your asset of community value nomination form.

The Council will only list a nominated asset if it satisfies the relevant test in the Localism Act 2011. This defines an asset of community value as being a building or other land in the authority's area where in the opinion of the authority it satisfies either test 1 or 2 below:

In forming your nomination case, please consider which of the above tests is applicable to the land and/or building that you are nominating.

The Localism Act defines social interests to include (in particular) – cultural interests; recreational interests; and sporting interests. Beyond that, there is no national guidance as to what the key terms in the definitions mean.

It is for the nominating organisation to argue why it considers the nominated land and/ or building is an asset of community value and satisfies the relevant test. The nomination form sets out further guidance on the types of points the District Council would wish to see considered. Please use the sections below to explain why you believe that the nominated asset should be listed as an asset of community value. Use the sections to explain how the asset furthers the social wellbeing or social interests (including cultural, recreational, sporting interests) of the local community.

It is important that you answer as fully as possible as the nomination may be challenged by the property owner. This may be through an initial response to a notification regarding the nomination or through a subsequent review request should the Council decide to add the asset to its List of Assets of Community Value.

Please note that the information may be sent to the property owner.

Determining whether the use furthers social wellbeing or social interests

Please answer either 4.1 or 4.2 depending on which is relevant to your nomination.

Answer 4.1 if the asset is now open/ accessible to the local community.

Or

Answer 4.2 if the asset is currently closed/ not accessible to the local community, but there was a time in the recent past when it supported social wellbeing or social interests.

4.1 What is the current main (non-ancillary) use of the land and/ or building and how does this further the social wellbeing or social interests of the local community?

Or:

Aston, Cote, Shifford and Chimney Parish Council

4.2 If the main use of the land and/ or building does not currently further the social wellbeing or social interests of the local community, please explain why not. When did the land and/ or building last further the social wellbeing or social interests of the local community? Please give details of the history of use as far as you know it.

4.3 Please give as much information as possible about why the nominated land and/ or building is of community value. Continue on a separate sheet if necessary. The types of information listed below are examples and you should use the prompts to develop and support your nomination:

- What are your main reasons for the nomination?
- What services or social benefits has the facility made possible for the community? · What groups use the facility currently or in the recent past?
- The level or scale of use of the facility – the numbers of users/members/customers.
- Details of actual use (include for example calendar/ session rotas for use by local groups).
- Testimonials from community activity supported.
- Involvement by the local community in running or managing the facility. · The impact of its loss (or potential loss).

Realism of future use

Please answer either 4.4 or 4.5 depending on which is relevant to your nomination.

Answer 4.4 if the asset is currently open/ accessible to the local community.

Or

Answer 4.5 if the asset is currently closed/ not accessible to the local community, but where there was a time in the recent past when it supported social wellbeing or social interests.

Or:

4.4 Please indicate why you consider that the nominated land and/ or property will continue to further the social wellbeing or social interests of the local community in the future. Please provide any supporting information that is relevant. For example, have you: · Discussed the nomination with the asset owner? · Assessed the viability of the proposed use (through considering purchase and running costs)? · Considered how purchase of the asset could be funded? · Considered how the facility could be run for the benefit of the community?

4.5 Please demonstrate why it is realistic to think that there will be a time in the next five years when the main use of the nominated land/ and or property will further the social wellbeing or social interests of the local community. Please provide any information as to how the nominating organisation proposes to reinstate a use which supports the community. For example, have you:

- Discussed the nomination with the asset owner?
- Assessed the viability of the proposed use (through considering purchase and running costs)?
- Considered how purchase of the asset could be funded?
- Considered how the facility could be run for the benefit of the community?

Aston, Cote, Shifford and Chimney Parish Council

Dear Parish / Town / District Council

DRAYTON DEPOT OPEN DAY- 20TH JULY 2019

I would like to invite a representative of your authority to come and visit our highway depot in the south of the county at Drayton; one of the operational centres at the heart of delivering our highway maintenance and improvement activities.

The County Council continues to make a significant annual investment in Oxfordshire's highway network, and we hope that by opening our depot gates we can provide you with a unique opportunity to view live demonstrations of the specialist plant and equipment used on a daily basis by our contractors, including; but not limited to, Road Marking, Carriageway Patching, Dragon (Velocity) Patching and Gully Cleansing.

Team members from both the County Council and our delivery partners; Skanska will be on hand throughout the day to answer any questions you may have and help you to build a better understanding of some of the services that we deliver.

A further invitation has been made to elected County Council Members, and I would be pleased for you to extend this invitation to members of the public, or any groups in your constituency that you feel may have an interest in the services we provide.

To enable us to suitably and safely manage the event; including the live demonstrations, the day will be structured in to two time slots each with a maximum capacity, these being;

Time Slot 1 10:00am – 12:30pm

Time Slot 2 1:00pm – 3:30pm

Should you wish to attend, please can you email Natalie Weston

(AreaOperations.South@Oxfordshire.gov.uk), to confirm your preferred time slot, and the number in your party before Friday 12th July

Address: Drayton Depot, Milton Road (Nr Abingdon - OX14 4EZ) – Saturday 20th July

Tea and Coffee will be provided, and it would be lovely to see as many of you as possible.

Best wishes

Sean Rooney

Service Lead; Highway Maintenance

Oxfordshire County Council

Aston, Cote, Shifford and Chimney Parish Council

Community First Oxfordshire - Annual General Meeting

You are cordially invited to attend the Annual General Meeting of Community First Oxfordshire.

Date: Friday 19 July 2019

Venue: Upper Heyford Village Hall, Somerton Road, Upper Heyford, Bicester. OX25 5LB

Time: 11:30-13:00

Tea, coffee and biscuits will be available on arrival, followed by the formal business of the AGM - please see attached agenda.

You are also invited to take part in an informal workshop along with a light lunch and refreshments.

Mini Workshop

Community voices and social action with all, for all

- *Whose voices are still not heard in communities?*
- *What issues does their 'silence' or lack of opportunity raise?*
- *How can community, voluntary and other sectors support inclusive social action in our communities?*

Please reply by Friday 12th July if you wish to attend. Please complete the proxy form if you are unable to attend but still wish to vote.

We look forward to seeing you there.

Kind regards,

Sue

Sue Hunt

COMMUNITY FIRST OXFORDSHIRE

South Stables, Worton Park, Witney, OX29 4SU

P: 01865 883488

W: www.communityfirstoxon.org

Follow us on [Twitter](#) | Find us on [Facebook](#)

Registered in England Company no. 2461552 Registered charity no. 900560

Aston, Cote, Shifford and Chimney Parish Council

Annual General Meeting

Friday 19th July 2019

Notice of Annual General Meeting

Notice is hereby given that the Annual General Meeting of Community First Oxfordshire (the 'Charity') will be held on Friday 19th July at 11:30am in Upper Heyford Village Hall, Somerton Road, Upper Heyford, Bicester, Oxon. OX25 5LB.

Agenda

1. Apologies for absence
2. Minutes of the Annual General Meeting on 28th June 2018
3. To receive the minutes of the Annual General Meeting of the Charity held on 28th June 2018 and confirm as a correct record.
4. Presentation by the Directors, Emily Lewis-Edwards and Tom McCulloch on CFO's achievements for the year and look forward to how CFO would be supporting communities in the future.

Ordinary business

4. To receive the Trustees' Report and Financial Statements for the year ended 31 March 2019.
5. To reappoint Wenn Townsend as independent examiners of the Charity and to authorise the Board to fix the independent examiners' remuneration.
6. To accept the retirement of Julian Cooper and Natasha Eliot as Trustees.
7. To re-elect Natasha Eliot as a Trustee.

Dated: 21/06/19

By order of the Board

Sue Hunt

Company Secretary

Explanatory notes on the Agenda

Ordinary business

Item 2 The Chairman of the meeting will ask for the agreement of the Members present to the minutes of the Annual General Meeting of Community First Oxfordshire held on 28th June 2018 being taken as read and agreed. The minutes are available for inspection at the Registered Office during normal business hours and at the Venue on the date of the Annual General Meeting. A digital copy will also be provided by email to anyone requesting a copy from the Office.

Item 4 The Trustees' Report and Financial Statements for the year ended 31 March 2019, are available on the Charity's website - [www.communityfirstoxon.org/about/annual review & accounts](http://www.communityfirstoxon.org/about/annual%20review%20&%20accounts). A printed copy will be supplied on request.

Items 6-9 Article 12.4 of the Memorandum and Articles of Association requires one third (or the nearest one third) of the Trustees to retire at each AGM, those longest in office retiring first. A retiring Trustee who remains qualified may be reappointed. Julian Cooper and Natasha Eliot are due to retire at the AGM and Natasha Eliot has indicated her willingness to be reappointed.

Under Article 14.4 No Trustee shall serve for more than nine consecutive years, Julian Cooper who has served since 2005 is no longer eligible for reappointed. He is thanked for his valuable contribution over many years.

Aston, Cote, Shifford and Chimney Parish Council

Subject: 20190613-Flood Prevention Working Group Meeting MINUTES

BAMPTON AND DISTRICT FLOOD PREVENTION WORKING GROUP

**Minutes for Flood Prevention Working Group Meeting Held at Bampton Council Chambers, 1600hrs
Thursday 13 June 2019**

1. MATTERS ARISING. Dealt
2. DEVELOPMENTS

1. Balancing ponds Masons arms, above Monohan Way. Earliest build will be Sept 19. Laurence King will contract work out.
2. Pond to source of Highmoor Brook (WODC) Awaiting Electricity cable to be buried. No start date ATT
3. Brize Meadows Pumping Station connectivity. Requires additional discussion with Thames Water. ACTION. Supplemental meeting to be arranged with Thames Water over concerns at Bampton & Brize Norton.

3. ENVIRONMENT AGENCY REPORT/MAINTENANCE

1. Failed maintenance from 2018. It was reported by EA representative that 2018 maintenance programme was impacted by dry weather, due to local environmental advice from secondary organisations. That said, EA representative reported that EA had 'hit maintenance targets' in our area for 2019.
2. Planned maintenance 2019. No dredging will be carried out by EA, as it is considered that the environmental and financial cost is unacceptable. Main watercourses are looked after by Environment Agency (referred to as 'enmained watercourses').

PLANNED MAINTENANCE

1. Great Brook - June
 2. Shill Brook – October
 3. Clanfield Brook – November
 4. Black Bourton Brook – November
 5. Highmoor Brook - August
3. Communication. EA representative (James Spicer) to send hyperlinks for:
1. Government Website showing maintenance schedule for all enmained watercourses.
 2. Living on the edge website.
4. Dredging Great Brook 2019 (EA) - The committees view was that dredging is essential in some areas. We have considerable reservations about the lack of dredging on the Great Brook particularly. ACTION: James Spicer agreed to refer our concerns to his management, though he did reiterate that it was unlikely that EA will change its current policy.

Aston, Cote, Shifford and Chimney Parish Council

4. FLOOD REPORTS. By Parish:
 - a. Bampton - no concerns regarding flooding, despite recent poor weather.
 - b. Black Bourton - no problems reported
 - c. Clanfield - no problems reported
 - d. Brize Norton – no problems reported
 1. FLOOD MAP CHALLENGE. Submission from Charlotte Kent, EA. Flood map, based on the 2007 flooding, has resulted in many areas being designated 'flood plain' with significant additional impacts to owners and developers. Charlotte reports that their is a review of the data underway.
 2. OCC DRAINAGE REPORT. No submission. Noted that drainage wagon has been sucking out drains in Bampton.
 3. WODC FLOOD ENGINEERING TEAM REPORT. No submission.
 4. THAMES WATER REPORT. They report that they are keen to attend future meetings.

Date of Next Meeting. Proposed for 14 Nov 19 at 1630hrs. Steve McLaren agreed to book Bampton Parish Hall. The use of this facility is greatly appreciated.

Councillor Ben CAMPION

Brize Norton Parish Council

Aston, Cote, Shifford and Chimney Parish Council

SLCC Practitioners' Conference



Following the hugely successful 2019 Practitioners' Conference we are delighted to open the booking for the 2020 Practitioners' Conference which will take place on Wednesday 26th & Thursday 27th February at Chesford Grange, Kenilworth.

Topics at this event will include 'Becoming Carbon Neutral', 'Dementia Awareness', and much more. Your exciting agenda is currently being planned and will be available soon. If you would like to put forward a topic suggestion for either a workshop or speaker, then please contact Tracey Duffy, Conference Manager, tracey.duffy@slcc.co.uk

Early Bird Costs

Early bird discount ends 22nd Jan 2020

Members Day Delegate Wednesday - £126.00

Members Full Conference Single Occupancy - £339.00 + £48.00 VAT

Non Members Day Delegate Wednesday - £168.00

Non Members Full Conference Single Occupancy - £400.20 + £60.24 VAT

Attend and log 2.5 CPD points per day! [Click here](#) to log your CPD points.

Joining instructions will be sent to you 3 weeks before the event and your invoice will be sent 5 days after the event. We advise that, on receipt of the joining instructions, you are liable for any fees incurred in order to attend the event.

Aston, Cote, Shifford and Chimney Parish Council**Financial Matters****1. Cash Balances**

£

UNITY TRUST CURRENT ACCOUNT

Balance at 31 May 2019

18,143.46

May payments

(726.97)**Balance at 30 June 2019****17416.49***SANTANDER BUSINESS DEPOSIT ACCOUNT*

Balance at 31 May 2019

537.62

Transactions in month: account closure credit

0.08

Closure Debit

537.70**Balance at 30 June 2019****0.00***CCLA INVESTMENT ACCOUNT*

Balance at 31 May 2019

48,335.00

Transactions in month

0**Balance at 30 June 2019****48,335.00****TOTAL CASH HOLDING AT 31 May 2019****£65,751.49**