

# **ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL**

## **CLERK'S BRIEFING NOTES**

### **PARISH COUNCIL MEETING ON 7 March 2019**

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Prepared by Elaine Anstee  
28 February 2019

**Aston, Cote, Shifford and Chimney Parish Council**

**Correspondence sent since 7 February 2019**

1. Email confirmation of RLF attendance at WODC meeting on 7 March 2019.
2. 19/00211/HHD - Planning response 8Feb19
3. 19/00060/FUL – Planning response 8Feb19
4. Ltr to APCM- Successful grant application 8Feb19
5. Ltr to Volunteer Link-Up – Unsuccessful grant application 8Feb19
6. Email to register interest in proposed planning training for parish councils
7. The Electoral Registration Officer – Full Register of Electors return

## Aston, Cote, Shifford and Chimney Parish Council

### Oxfordshire CC | Town & Parish Council Survey

*\*Please note that this will be sent out via email as an electronic survey and responses should be submitted via that method.*

#### Highways Services

1. Please provide us the following information to allow us to follow up with you about the survey results
  - ☐ Your name
  - ☐ Town or Parish Council
  - ☐ Email Address
  - ☐ Phone Number
2. Does your community already undertake any work itself on the public highway?
  - ☐ Yes
  - ☐ No
  - ☐ Don't know
3. If yes to Q2, what type of work is your community involved in?
  - ☐ Vegetation clearing – siding and grass cutting
  - ☐ Clearing snow and gritting of footways
  - ☐ Clearing of snow and gritting of roads
  - ☐ Clearing and maintenance of drainage 'grips'<sup>1</sup>
  - ☐ Sign cleaning
  - ☐ Footway clearance
  - ☐ Fingerpost/sign replacement/repair
  - ☐ Public Rights of Way maintenance & inspection
  - ☐ Anything else?
4. If yes to Q2, who is this work currently undertaken by?
  - ☐ Paid employees
  - ☐ Contractors
  - ☐ Volunteers
  - ☐ A mixture of individuals
  - ☐ Other (please specify)
5. Would your community be interested in undertaking other work beyond the work currently funded and delivered by Oxfordshire Highways (and/or in addition to any work you currently undertake, as set out in Q3)
  - ☐ Yes
  - ☐ No
  - ☐ Not currently, but maybe in the future
6. If yes or maybe to Q5, what type of work would you be interested in undertaking?
  - ☐ Highways 'super user' – a trained volunteer who can inspect potholes and order works directly from OCC's highways contractor
  - ☐ Vegetation clearing – siding and grass cutting
  - ☐ Clearing snow and gritting of footways [not roads]
  - ☐ Clearing and maintenance of drainage 'grips'
  - ☐ Sign cleaning
  - ☐ Footway clearance
  - ☐ Fingerpost/sign replacement/repair

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<sup>1</sup> A grip is a shallow channel in the Highway verge to direct water off the carriageway

## Aston, Cote, Shifford and Chimney Parish Council

### Oxfordshire CC | Town & Parish Council Survey

*\*Please note that this will be sent out via email as an electronic survey and responses should be submitted via that method.*

- ☐ Public Rights of Way maintenance & inspection
  - ☐ Commissioning small improvement works direct from OCC approved Highways contractors
  - ☐ Other (please specify)
7. Would you consider undertaking work via the following methods (please tick all that apply)
- ☐ Using community volunteers
  - ☐ Using local contractors
  - ☐ Using direct paid staff (e.g. currently employed handyperson)
  - ☐ Buying in additional services from Oxfordshire CC
  - ☐ None of the above
  - ☐ Other (please specify)
8. Do you currently hold community events that tend to have any kind of impact on the highway, whether that be cones to prevent parking, directional or warning signs, or marshals directing traffic as an example?
- ☐ Yes
  - ☐ No
  - ☐ Not currently, but maybe in the future
9. If yes to Q8, who is this work currently undertaken by?
- ☐ Paid employees
  - ☐ Contractors
  - ☐ Volunteers
  - ☐ A mixture of individuals
  - ☐ Other (please specify)
10. If yes to Q8 do you currently (please tick all that apply)
- ☐ Organise your own signing and traffic management for the event?
  - ☐ Use your own temporary road signs and cones?
11. Would you like to make any further comments to support your answers and help inform our review?

### Community Safety

12. Would your community be interested in working in partnership (as volunteers) to complete home safety visits, with full training and support from Fire and Rescue Prevention teams? Focused on the vulnerable residents that live near you.
- ☐ Yes
  - ☐ No
  - ☐ Not currently, but maybe in the future
13. Do you have a Community Emergency Plan to pre-plan to help in preparations and response to local emergencies, e.g. power outage or adverse weather?
- ☐ Yes
  - ☐ No

## **Aston, Cote, Shifford and Chimney Parish Council**

Radio Oxford

Mark Watson <mark.watson@bbc.co.uk>

Wed 27/02/2019 15:10

Hi, I'm contacting all the parish councils on the West Oxfordshire District Council website list, to tell you about our new West Oxfordshire Takeover programme that goes out on Thursdays at 8pm which you might be interested in.

We're looking for more local people to take part across the district in our programme which is aimed at under 50 year olds with features and music that may be of interest to that part of our audience, but it's open to anyone to contribute something appropriate. You can have a listen to our recent programmes here

<https://www.bbc.co.uk/programmes/p06hfhm2/episodes/player>

We'd like to give local people the chance to make their own audio report about the place where they live or work. It could be about a club, sport, hobby, charity or group they are involved with, their job or a local business, a report about an event that's happened or one that's coming up, a celebration of something or someone where they live, a subject they are passionate about which they would like to share with a wider audience, or anything else you can think of that might be appropriate to talk about on the radio!

It's more of a celebration of where we live rather than about something really newsy or controversial which our daytime programmes might tackle. It has to conform to the usual BBC rules about impartiality and decency and if a particular opinion or view is expressed, we may have to find another person with an alternative view to be fair to the other side and give a balanced report for our listeners.

To make it easy to take part, we are suggesting people make their own two minute takeover recordings on their smartphone voice recorder or tablet audio recorder app, rather than having to come into our studios. Contributors may find it easier to involve another local person and record a chat with them about the subject, write a script or some notes to help them remember what they want to say, or act like a reporter and interview someone. You don't have to do it in a quiet place. We love to paint audio pictures so a little atmosphere and background noise is great, as long as it's not too loud. If you don't have the technology, we may be able to come and visit you instead.

Unfortunately we can't accept features containing commercial music but we can sometimes include local music.

If you have an idea or would like to have a go, or you know someone who might like to take part, please share this email and reply to me and we can discuss the report you would like to make. I'd be happy to answer any questions you may have and give you some hints and tips on how to make a good report. I'm usually in the office Tuesday to Fridays from 11am to 3pm on 01865 889022.

I look forward to hearing from you soon.

P.S. I also produce or community Shout Out appeals, where people offer help or ask for help from our listeners and our Events Guides so if you have something for those features, please let me know well in advance so we can try and give you some free publicity.

All the best.

**Mark Watson,**

**Broadcast Journalist, Producer & Music Manager.**

**BBC Radio Oxford, 269 Banbury Road, Oxford, OX2 7DW.**

## Aston, Cote, Shifford and Chimney Parish Council

### Leisure and Communities

Reply to : Astrid Harvey  
Tel : 01993 861692  
Email : [astrid.harvey@westoxon.gov.uk](mailto:astrid.harvey@westoxon.gov.uk)

### Council Offices

Woodgreen,  
WITNEY,  
Oxfordshire,  
OX28 1NB  
Tel: 01993 861000  
[www.westoxon.gov.uk](http://www.westoxon.gov.uk)



Mrs E Anstee  
Parish Clerk - Aston, Cote, Shifford and  
Chimney  
16 Foxwood  
Aston  
Oxon  
OX18 2DZ

Your Ref :  
Our Ref : Localism/ACV  
Date : 27 February 2019

Dear Mrs Anstee

### **The Red Lion, The Square, Aston, Bampton OX18 2DL**

The Red Lion, Aston was listed as an Asset of Community Value in April 2014 following Aston, Cote, Shifford & Chimney Parish Council's nomination of this property. I am writing to advise that the five year term of this listing will expire on 9 April 2019.

As a result of the end of the current listing term, the property will be removed from the list and it will no longer be subject to the restrictions placed upon it that relate to the status as an Asset of Community Value. The restriction placed upon the title with the Land Registry will be removed, as will the Local Land Charge.

Please note, however, that it is possible for The Red Lion to be nominated afresh as an Asset of Community Value. Such a nomination would be considered without reference to the previous listing decision and the District Council would give notice of any new nomination that it receives.

Yours sincerely

Astrid Harvey  
Community Planning Officer

## Aston, Cote, Shifford and Chimney Parish Council

### Financial Matters

#### 1. Cash Balances

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##### *UNITY TRUST CURRENT ACCOUNT*

Balance at 31 January 2019	<b>27310.01</b>
January payments	(2696.68)

February Receipts	39,303.82
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<b>Balance at 28 February 2019</b>	<b><u>63,917.15</u></b>
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##### *NATIONWIDE DEPOSIT ACCOUNT*

Balance at 31 January 2019	<b>39,106.79</b>
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Interest	197.03
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Transactions in month	(39,303.82)
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<b>Balance at 28 February 2019</b>	<b><u>£0</u></b>
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##### *SANTANDER BUSINESS DEPOSIT ACCOUNT*

Balance at 31 January 2019	<b>537.00</b>
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Transactions in month: interest received	<b>0.32</b>
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<b>Balance at 28 February 2019</b>	<b><u>£537.32</u></b>
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<b>TOTAL CASH HOLDING AT 28 February 2019</b>	<b><u>£64,454.47</u></b>
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## Aston, Cote, Shifford and Chimney Parish Council

Analysis of Grants including S137				
Max permitted spend under Section 137 LGA 1972		7891.44	7891.44	8152.48
No electors		1004	1004	1004
Rate		£7.86	7.86	8.12
<b>Unspent remaining</b>		<b>£3,182.39</b>	<b>£2,547.86</b>	<b>£2,070.15</b>
	Relevant Statute	Budget 18/19	Actuals 18/19	Final Budget 19/20
		Budget	Budget	
<i>VILLAGE MAINTENANCE</i>				
<b>Lengthsperson</b>		1500	900	1500
<i>SUBSCRIPTIONS</i>				
CPRE		38	36	38
ORCC		73	70	73
<b>TOTAL SUBS</b>		<b>111</b>	<b>106</b>	<b>111</b>
<i>Subscriptions under Statute</i>				
OALC		205	242.58	208
NALC Magazine		18		18
Other - SLCC		105	105	110
ICO		35	40	35
<b>TOTAL SUBS</b>		<b>363.05</b>	<b>387.58</b>	<b>371.33</b>
<b>Grants Covered by Statute</b>				
British Legion		150	150	150
Volunteer Link-up		135	0	135
CAB	LGA 1972, s142	150	150	150
Voices		1000	1000	1000
Community Trust - playground maintenance	LG(MP)A 1976, s19	750	750	750
Aston Fete				
Aston Minibus	LGRA 1997, s27	750	1000	1000
Aston School Life Bus	LG(MP)A 1976, s19		500	1115
	LG(MP)A 1976, s19			
<u>Churchyard Maintenance</u>				
Cote Chapel	LGA 1972, s214	300	300	300
St Mary's, Shifford	LGA 1972, s214	300	300	300
St James', Aston	LGA 1972, s214	700	700	700
<b>TOTAL STATUTORY GRANTS</b>		<b>£4,235</b>	<b>£4,850</b>	<b>£5,600</b>
<b>Total Grants</b>		<b>£4,709.05</b>	<b>£5,343.58</b>	<b>£6,082.33</b>

The parish council has both statutory powers for spending and the ability to use its 'free resource' as defined under S137 of the Local Government Act 1974. Arnold Baker Local Council Administration says 'Subject to certain formalities a council may spend in a single financial year up to a prescribed limit for any purpose which in its opinion is in the interests of or will directly benefit the area or its inhabitants, or of part of it, or some of them. The powers of an existing statute must be used if there are any.'