

AGENDA

**The monthly meeting of the Parish Council will be held on
Thursday 10th November 2022, 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

3. Explanation from the Chair of the meeting about the protocol on the recording of meetings

4. To approve the Minutes of the Parish Council meeting on 6th October 2022 – minutes previously circulated.

5. Parish Councillors - Disclosure of interests on agenda items

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.

8. Matters Arising from Previous Meetings

a) *Traffic Calming Update*

- The Square, Aston – this has been outstanding for over a year and the clerk has contacted highways for an update.
- The clerk has done a comparison of the maps of the original request for the extensions to 30mph zones and the OCC map for 20mph around Aston and Cote. It appears that the ones for North Street, the B4449 towards Brighthampton in Cote, the extension in Cote towards Shifford and on Bull Street to the new gate have been included. The joining up of the speed limits between Aston and Cote on the B4449 has not been included. There is no timeline for implementation of the 20 mph and there will be no cost to the Parish Council. The clerk has requested confirmation of this and asked for the position on the areas not covered but on the original request.
- There is £7,901 in the budget for traffic calming measures.

b) *HM Queen Elizabeth II Platinum Jubilee 2022*

The trees have been purchased from Bampton Garden Plants for £1094.00 and are being held by them until the Community Trust is ready for planting in November/December.

c) *Bins*

The clerk has confirmed that the bin map has been corrected and has gone back through all the emails to identify where the Parish Council was consulted on the new charges for the emptying of bins. WODC stated that they had consulted the Parish Councils in the district on the 24th June 2021 and 1st December 2021, but the only consultation found is the physically replacing/changing the bins. The change to the pricing is totally WODC/Ubico Ltd prerogative as the contractor. The issue of which bins they have now decided they are responsible was made without consultation with Town and Parish Councils. The Parish Council will be charged for the bins on the playing field (2), Cote Allotments and the Great Brook. This will be £1,740.96 plus VAT for weekly collections for the year, April 2023 to March 2024.

d) *Anti-Social Behaviour*

None 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	22/02767/CND
Alternative Reference	PP-11562380
Application Validated	Fri 07 Oct 2022
Address	Cote Farm Barn Cote Bampton Oxfordshire OX18 2EG
Proposal	Discharge of condition 4 (details of windows and doors) of planning permission 20/00067/HHD
Status	Under consideration
Appeal Status	Unknown
Appeal Decision	Not Available

Reference	22/02510/HHD
Alternative Reference	PP-11413350
Application Validated	Thu 29 Sep 2022
Address	17 Pound Field Road Aston Oxfordshire OX18 2FR
Proposal	Alterations to existing garage to include installation of a door and window and replacement of existing main garage door with electric roller door. Erection of detached outbuilding, a greenhouse and a pagoda. Works to rear garden to include formation of raised flower beds and erection of wrought iron Arbours for climbing plants. (part retrospective)
Status	Under consideration

It is to be noted that permitted development rights have been removed from this development.

Update on Ongoing Planning Applications – For Information

- a) **North Farm** – No update
- b) **Hawthorns** – Retrospective planning application 22/02636/FUL. The PC responded in October and Planning at WODC confirmed that permitted development rights have been removed for this site (Email dated 20/10/2022).
- c) **Marsh Furlough** – No update.
- d) **Terra** – 22/00986/FUL has not been to Lowlands Planning at WODC and is now expected to go to committee in December.
- e) **Children's Home** – The archaeological dig was schedule to complete on the 28th October and details of the activities and finds are available at <https://blog.oxfordarchaeology.com/aston-oxon/>. Work on the building is due to start on 31st October 2022 with completion in August 2023.

Update on Previous Planning Applications

Reference	22/02416/CND
Alternative Reference	PP-11511010
Application Validated	Wed 31 Aug 2022
Address	Chimney Farm Barns Chimney Bampton Oxfordshire OX18 2EH
Proposal	Discharge of conditions 5 (roof sample) 6 (sample cladding) 7 (details of all external windows and doors) 10 (details of bat roosting and nesting opportunities for birds) 11 (details of owl box) 12 (lighting design strategy for biodiversity) and 13 (comprehensive landscape scheme) of planning permission 19/03222/FUL
Status	Decided
Decision	Approve
Decision Issued Date	Fri 21 Oct 2022

Reference	22/02138/HHD
Alternative Reference	PP-11445136
Application Validated	Wed 03 Aug 2022
Address	Western View Cottage Back Lane Aston OX18 2DQ
Proposal	Two storey side extension
Status	Decided
Decision	Approve
Decision Issued Date	Fri 07 Oct 2022

Reference	21/02209/OUT
Alternative Reference	PP-09434572
Application Validated	Tue 22 Jun 2021
Address	Aston Mile Farm Aston Bampton Oxfordshire OX18 2EU
Proposal	Erection of an agricultural worker's dwelling.
Status	Decided
Decision	Approve subject to Legal Agreement
Decision Issued Date	Wed 26 Oct 2022

11. New Business

- a) *Remembrance Sunday service at Aston War Memorial (Sunday 13 November – 2.45pm at War Memorial for a short, spoken service led by the Vicar of St James Church)*

To discuss who will represent the Parish Council at this service and lay the wreath.

- b) *Christmas Tree*

It was agreed in December 2021 to purchase a Christmas Tree for the parish to be sited outside the garage in Aston at a cost of £85.00 from the Maintenance Budget. To discuss and resolve if to do the same this year.

For decision and resolution.

c) *Parish Council Meetings and Annual Parish Meeting for 2023.*

i) Thursdays at 7.30pm for monthly PC meeting:

5th January

2nd February

2nd March

6th April

4th May

1st June

6th July

3rd August

7th September

5th October

2nd November

7th December

ii) To set the date for the Annual Parish meeting for 2023. Suggest dates are Mondays in April being the 3rd, 17th and 24th.

d) *St James Church Grass Cutting Grant 2022*

The spend on grass cutting for 2021 was £704 and a grant made in 2021 was £616. The budget for 2022-23 is £700. Full details are in the clerk's briefing notes on pages 3 and 4. For decision and resolution.

e) *Footpaths*

The clerk has brought together information available from OCC at <https://www.oxfordshire.gov.uk/residents/environment-and-planning/countryside/countryside-access/public-rights-way/what-are-public-rights-way>. There is an interactive map showing the existing footpaths but does not show permissive footpaths. Further information is available in the clerk's briefing notes on pages 5 to 15. For discussion.

12. Governance –

a) *Civility and Respect Pledge and New Dignity at Work Policy*

Clerk's Briefing notes pages 16 to 30. For discussion and resolution.

13. Community Trust

14. Parish Infrastructure

a) *Village maintenance*

To identify any current maintenance work required. Remaining budget for 2022/23: £513.

15. FINANCE

a) *Account Balances—see Clerk's Briefing Notes Page 31. (for information)*

b) *Review of the Year-to-Date Financial Report*

Report on page 32 of the Clerk's briefing notes.

c) *Draft Budget 2023-2024 –*

At the November Parish Council meeting the clerk will present the first draft of the budget for 2023-24. This is in a new format for 2023/24 at the request of council with the intention to make the process more understandable. The points for discussion and resolution are included in the briefing on pages 33 to 39.

d) *Clerk Request for Training*

The clerk wishes to attend the SLCC Practitioner’s Conference, 1st and 2nd February 2023. The agenda will cover legislative updates, finance and the SLCC’s new strategy. It will be where the Clerk will receive their BA Hons award in Community Governance. The cost is £375.00 including £45 VAT. There is £305.00 left in the training budget for 2022/23.

e) *To RESOLVE to approve the following payments for the period November 22.*

	NET	VAT	Gross Amount
Clerk’s expenses 424 x 7p/Microsoft Office £43.20/	65.68	7.20	72.88
Des Johnson Inv - War Memorial/Recreation ground			
DF Williams (Window Cleaning/Bus Shelters) Inv 111449.	145.38	29.08	174.46
MyVision Grant approved at October meeting	100.00		100.00
Bampton Garden Plants (PJ Trees)	912.43	182.43	1,094.86
WODC Invoice 33495815 – Dog Bin Emptying	20.17	4.03	24.20
Total to be decided and approved	£1,243.56	£222.74	£1,466.40
Monthly Standing Orders/DDs			
Clerk’s Salary including WFH Allowance	387.16		387.16
HMRC PAYE	92.20		92.20
Total SDOs	£479.36	£	£479.36
Total	£1,722.92	£222.74	£1,945.76

16. Parish Councillors’ reports from meetings attended since last meeting.

17. Matters arising since publication of agenda/

**Matters which Councillors may wish to raise for inclusion on next agenda.
(For discussion only)**

18. Date of next meeting: Thursday 8th December 2022, 7.30pm
the Monthly meeting of Parish Council