

## **AGENDA**

**The monthly meeting of the Parish Council will be held on Thursday 10<sup>th</sup> April 2025, 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](mailto:clerk@astonoxon-pc.gov.uk). Please note item 6 on the agenda about Public Representation.

*EaAnstee*

**Elaine Anstee – Clerk**

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### **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.

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#### **1. Present**

#### **2. Apologies from Members**

#### **3. Parish Councillors - Disclosure of interests on agenda items.**

#### **4. To approve the minutes** of the Parish Council meeting on 6<sup>th</sup> March 2025 – minutes previously circulated.

#### **5. 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.

#### **6. WODC/OCC Matters**

A brief update from the relevant WODC and OCC Councillor. Due to the election this will probably be by email report.

#### **7. Matters Arising from Previous Meetings**

a) *Quick updates:*

- *Electronic Speed Signs* – The clerk has confirmed siting for the Bampton Road sign. The post needs to be purchased and installed prior to installation of the VAS. The clerk has requested the specification of the post and will arrange installation.
- *Cote Chapel* – no further update from 9<sup>th</sup> January.
- *Gate at St James Church* – Final design and quote for review.
- *Footpaths/Treescapes* – on agenda for APM.
- *Thames Water* – As of time of agenda Thames Water are currently working at the pumping station by St Jospeh's Court. It is understood that this is to carry out the work that was anticipated would be done in August 2024.
- *Traffic Calming* – deferred until VAS (see first point) installed and effects analysed. New big rock to go on the corner by the garage on the war memorial -
- *Great Brook Bridge* – First raised as an issue in 2015. Further concerns have been raised frequently ever since. The week of the 14<sup>th</sup> March the temporary safety barriers were removed by persons unknown. Immediately reported to OCC.
- *North Street* – Potholes were dealt with by 4<sup>th</sup> April and surface redressing is due for programming though date unknown.
- *Beddles Turn* - Raised with OCC Highways in 2018 and was most recently raised in February 2025.
- *Cote Mile Bridge* – No outstanding reports on Fix-My-Street.
- *Defibrillators* – Brier Furlong (Aston Pottery), no news, and cabinet (Aston & Cote Primary School) the clerk has contacted the school again about the electrical connection required for the cabinet.
- *B4449 past St Joseph's and Aston Pottery* – white lining of road. This has been reported to OCC and on Fix-My-Street.

b) *Neighbourhood Plan/Design Statement*

The clerk has contacted Community First Oxfordshire and Tom Sykes about support to produce a Neighbourhood Plan.

c) *Data Loggers and Project Groundwater*

Reports from loggers supplied by D Outen by email.

d) *History Board Update*

Led by Chairman.

e) *APM*

Review of Agenda (page 3 of the briefing notes) and annual report (circulated by email).

f) *6 Monthly Review of External Assets.*

Half yearly of the external fixed asset reported on by J Ordish.

g) *Anti-Social Behaviour*

None reported at time of agenda.

**8. Correspondence** - Clerk's Briefing Notes on Page 2.

**9. 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** **25/00698/HHD**  
Alternative Reference PP-13861618  
Application Validated Wed 19 Mar 2025  
Address 8 Pound Field Road Aston Bampton Oxfordshire OX18 2FR  
Proposal Removal of garage door and replace with a bi-fold door  
Status Under consideration

**Reference** **25/00647/LBC**  
Alternative Reference PP-13846176  
Application Validated Tue 11 Mar 2025  
Address Cote Cottage Cote Bampton Oxfordshire OX18 2EG  
Proposal Alterations including kitchen, partitions and WC to be removed, new kitchen to be installed, aperture to be reinstated and window installed to front, new WC added, new opening formed, existing boiler removed and a new external boiler to be installed, adjustment vehicle gated entrance to side.  
Status Under consideration

**Reference** **25/00603/CND**  
Alternative Reference PP-13783678  
Application Validated Wed 05 Mar 2025  
Address Land North of Foxwood Close Aston Bampton Oxfordshire  
Proposal Discharge of conditions 13 (lighting strategy), 16 (Travel Information Pack) and 17 (details of cycle parking) of Planning Permission 22/00986/FUL  
Status Under consideration

**Reference** **25/00546/HHD**  
Alternative Reference PP-13805016  
Application Validated Mon 03 Mar 2025  
Address Chestnut House Ham Lane Aston Oxfordshire OX18 2DE.  
Proposal Erection of single storey rear, side and front extensions, two storey side extension and a garage with associated alterations and landscaping  
Status Under consideration

**Reference** **25/00497/HHD**  
Alternative Reference PP-13794943  
Application Validated Thu 06 Mar 2025  
Address 12 Saxel Close Aston Bampton Oxfordshire OX18 2EB  
Proposal Works to include changes to layout including single story rear extension to form open plan kitchen/dining/living space, alterations to porch and driveway. Construction of detached garden store in front garden.  
Status Under consideration

**Reference** **25/00460/HHD**  
Alternative Reference PP-13791036  
Application Validated Fri 28 Feb 2025  
Address 2 St Joseph's Court Bampton Road Aston OX18 2BU  
Proposal Erection of a single storey rear extension  
Status Under consideration

**Reference** **25/00482/HHD**  
Alternative Reference PP-13800854  
Application Validated Mon 17 Mar 2025  
Address 4 Southlands Aston Bampton Oxfordshire OX18 2DA  
Proposal Erection of a single storey extension  
Status Under consideration  
(Prior approval planning refused for 25/0128/PN42 - Erection of replacement conservatory to rear elevation (4.5m x 2.2m height to eaves/3.3m max. height) in February 2025).

#### **Update on Ongoing Planning Applications – For Information**

- a) Brier Furlong – No update.
- b) Marsh Furlong – agenda item 9a.
- c) St Joseph's Court –agenda item 7 under Thames Water.
- d) North Farm – Planning application due but not yet on WODC planning portal.
- e) Potential new development – Lone Star Land (land agents) – planning application now expected at the May Lowlands Planning committee as awaiting the applicant's response to the objections and Natural England
- f) Land south of Bampton Road – Croudace – no planning application at time of agenda.

#### **Update on Previous Planning Applications**

**Reference** **24/02903/HHD**  
Alternative Reference PP-13557685  
Application Validated Wed 27 Nov 2024  
Address 17 Pound Field Road Aston Bampton Oxfordshire OX18 2FR  
Proposal Erection of a rear ground floor extension, installation of a side window and repositioning of existing pergola (Amended Description).  
Status Decided  
Decision Approve  
Decision Issued Date Mon 10 Mar 2025

**Reference** **25/00043/HHD**  
Alternative Reference Not Available  
Application Validated Thu 09 Jan 2025  
Address 3 Chimney Farm Cottages Chimney Oxfordshire OX18 2EH  
Proposal Erection of detached summer house.  
Status Decided  
Decision Approve  
Decision Issued Date Thu 20 Mar 2025

<b>Reference</b>	<b>24/03209/HHD</b>
Alternative Reference	PP-13641895
Application Validated	Wed 18 Dec 2024
Address	Willow Farm Cote Bampton Oxfordshire OX18 2EG
Proposal	Erection of single-storey rear extension, remodelling of existing rear and side extensions, new glazed cloister to rear, raised roof and remodelling to barn and landscaping works.
Status	Decided
Decision	Approve
Decision Issued Date	Wed 26 Mar 2025

## 10. New Business

### a) *Community Trust – Matched Funding Request*

The Community Trust has requested matched funding for a fence to go around the car park. The quotes will be available to council for reference. The total cost is £1,602.44 incl of VAT. The Community Trust is asking for 50% of this being £801.22. There is £6,050 left in the match funding reserve for the Community Trust.

### b) *Appointment of 2 Allotment Trustees for the Aston and Cote Allotments.*

Two of the current 3 allotment trustees have completed their 4-year terms and are standing down with effect from March 2025. The Parish Council has to appoint new trustees under the 1970 Charity Commission trust document. The clerk has approached the Allotment Secretary for suggestions of who would be interested.

## 11. Governance – Policies for Review and Resolution

### a) *Councillor's Travelling Allowances Scheme 2025-26*

Councillor's travelling allowances whereby councillors can claim mileage payments. To review and approve the scheme for 2025-26 of 45p per mile for eligible journeys. Detail on pages 8 to 9 of the clerk's briefing notes. Scheme originally adopted on 8 March 2012.

### b) *Small Grant Application Form for 2025-26*

To review and approve the scheme for 2025-26. Detail on pages 10 to 16 of the clerk's briefing notes.

These papers are submitted for discussion, decision and resolution if adopted.

## 12. Community Trust

## 13. Parish Infrastructure

### a) *Parish maintenance*

*To identify any current maintenance work required.*

### b) *General Maintenance contract*

To review and resolve on the General Maintenance contract for 2025-26, pages 4 to 7 of the briefing notes.

## 14. FINANCE – Report on pages 17 to 23 of the briefing notes, with items for Resolution.

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

OALC Council Day at OCC, County Hall on 3<sup>rd</sup> April – Clerk.

**16. Matters arising since publication of agenda/**

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

**(For discussion only)**

**17. Date of next meeting: Thursday 1<sup>st</sup> May 2025 at 7.30pm**

Being the monthly meeting of Parish Council.