

AGENDA

The Annual Parish Council meeting followed by the monthly Parish Council meeting of the Parish Council will be held on Tuesday 11th June 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 – P Sparrowhawk, R Anstee, G Ball and WODC/OCC Councillors.

3. Parish Councillors - Disclosure of interests on agenda items

4. To approve the minutes of the Parish Council meeting on 2nd May 2024 – 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 or OCC Councillor.

7. 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 and chased on 30th May.
- *Cote Chapel* – The Historic Chapels Trust reported that it was continuing its work to find a new guardian for the chapel.
- *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.*

To discuss the resident responses to the suggested traffic calming measures – deferred from May meeting.

c) *Neighbourhood Plan*

Led by Chair.

d) *Data Logger and Flood Grant - OCC*

The 'Expression of Interest' was submitted to OCC on 27th April 2024 with regards flood/water level monitoring. This has been accepted and the Parish Council needs to confirm that it intends to go ahead and will complete the project in the 2024-25 fiscal year. Detail sent to councillors by email.

e) *Councillor Co-Option*

Following the publication of the vacancy by WODC a notice of co-option was posted on the 22nd May 2024. Closing date for applications is 19th June 2024 at 1pm. For discussion on process the Council wants to adopt for review applications and deciding on appointment.

f) *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 **24/01389/CND**
Alternative Reference PP-13080880
Application Validated Mon 20 May 2024
Address Land Parcel to The North Of Aston North Street Aston
Proposal Discharge of conditions 3 (schedule of materials), 7 (details of boundary treatment), 11 (details of external lighting) and 12 (details of boundary treatment) of Planning Permission 23/01820/RES
Status Under consideration

Reference **24/01180/S73**
Alternative Reference PP-13012502
Application Validated Wed 22 May 2024
Address Chimney Farm Barns Chimney Bampton OX18 2EH
Proposal Variation of condition 2 of planning permission 19/03222/FUL to allow the reduction in the overall size of the building resulting in the formation of a 4 bed dwelling instead of the approved 5 bed dwelling, including changes to design, windows and doors.
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 – Lone Star Land. On 31st May 2024 all houses in Aston received a notice of the online consultation the developer is running from 3rd June to 17th June 2024.

Update on Previous Planning Applications - None

10. New Business

- a) *Parish Council meeting 4th July 2024 – General Election Day.*
The clerk has checked with the Community Trust and the Ordish Room is available as normal. To confirm that Parish Council wishes to keep the meeting on 4th July as planned.
- b) *Grounds Maintenance/Grass Cutting at the Recreation ground.*
The contract for the grass cutting at the recreation ground is currently unfilled. A copy of the current framework is on pages 3 and 8 of the clerk’s briefing notes.
- c) *Unity Trust Bank – adding of signatory and RFO for administration.*
For resolution.

d) *Defibrillators*

- Brier Furlong – Living Space will fund the purchase of and installation of a defibrillator, so Parish Council needs to decide on the location.
- The defibrillator at the garage is nearly a decade old and the technology has improved. It has also been used on more than one occasion during that period. To decide on replacement.
- The last two defibrillators have been purchased through the Community Heartbeat Trust and are registered on WEBNOS so the ambulance service know where they are and can get the unlock code.
- Costs, if including cabinet and electrical connection, £2.5 to £3k. There is £3,145 in the defibrillator budget for 2024-25.

e) *Oxfordshire CC Local Flood Risk Management Strategy Consultation*

The consultation is due to start on 21st June and will be accessible on the OCC 'Let's Talk' system. For discussion.

11. Governance – Policies for Review

- Website Accessibility – pages 9 to 11 of the briefing notes.
- Privacy policy – pages 12 to 13 of the briefing notes
- Website Terms of use – pages 14 to 16 of the briefing notes
- Standing Orders – by email

The main changes on the first three documents are the contact details for the clerk and Parish Council. The Standing Orders have no statutory or procedural changes but need to be reviewed to ensure they meet the parish Council's current requirements.

12. Community Trust

13. 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 – should be installed by time of meeting.

c) Bin for Chimney – clerk contacted and got approval from OCC Highways about siting a bin in the vicinity of the Chimney white gate. For resolution to request installation and agree the £8.37 weekly charge for emptying.

14. FINANCE – See report from RFO on pages 17 to 18 of the briefing notes, with items for Resolution.

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

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 4th July 2024, 7.30pm

Being the monthly meeting of Parish Council.