

# ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL

## AGENDA

The monthly meeting of the Parish Council will be held on  
Monday 17<sup>th</sup> January 2022, at 7.30pm, in the main hall, at the Village Hall.  
Masks to be worn in the village hall under UK Government Covid 19 guidance.

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. 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 6<sup>th</sup> January 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) *North Farm Update*

The first delivery of the Stage 3 consultation (pages 4 to 8) was printed and delivered by the 18 December 2021. The cost of printing was £625 from Oxford Print Centre and the invoice is included on the payments for resolution. The available budget for North Farm is £5,000.

Any amendments to the Stage 3 consultation covering information to be discussed and finalised at this meeting before reprinting.

Reprinting could cost the same, £625.00, and the recommendation would be to use the same print supplier.

### b) *Traffic Calming Update*

On page 3 of the Clerk's briefing notes is the proposed speed limit changes map (previously emailed). For discussion of any changes, omissions, or additions. For determination if the Parish Council wishes to proceed and fund the Traffic Regulation order @ £3,255. Finally does the Parish Council want an indicative cost for signage.

### c) *Children's Home Update*

The letter from Bluestone Planning Ltd is in the clerk's briefing notes on pages 9 and 10. The full Planning Statement and, Design & Access Statements have been put on the website and were emailed to councillors separately.

For discussion and response to planning application under Agenda Item 10.

### d) *HM Queen Elizabeth II Platinum Jubilee 2022*

No further update.

### e) *Anti-Social Behaviour*

There have been no reports as at time of agenda.

## 9. Correspondence

Clerk's Briefing Notes on Page 2.

## 10. PLANNING

### New planning applications

<b>Reference</b>	<b>21/04027/CM</b>
Alternative Reference	Not Available
Application Validated	Mon 13 Dec 2021
Address	Land East of Back Lane Aston Bampton Oxfordshire
Proposal	Construction of a single storey dwelling for use as a Children's Home with associated external works to form a new access on to Back Lane, associated landscaping, boundary treatment and car parking.
Status	Under consideration

## Update on Previous Planning Applications – For Information

<b>Reference</b>	<b>21/03598/CLP</b>
Alternative Reference	PP-10356295
Application Validated	Wed 03 Nov 2021
Address	Spindrifft 46 Bull Street Aston Bampton Oxfordshire OX18 2DT
Proposal	Certificate of lawfulness (Erection of a single storey rear extension and alterations)
Status	Decided
Decision	Approve
Decision Issued Date	Fri 17 Dec 2021

### 11. New Business

Items from 6<sup>th</sup> January Agenda that are too late to respond to so to note only.

- a) *OCC Budget Consultation 2022-23*
- b) *WODC Budget 2022-23 Consultation*

Items from 6<sup>th</sup> January Agenda for discussion and response:

- c) *WODC Planning Services Parish Survey 2021*  
The survey is on pages 11 to 14 of the Clerk's briefing notes. The Three questions for the Parish Council to respond to are:
  - Are there any other features or facilities you would like to mention?
  - What have been the biggest changes in the parish in the past 5 years?
  - What does the Parish Council see as the largest challenges facing the parish currently and in the next 5 years?

### 12. Governance – Policies for Review

The reviewed London Bridge policy is on page 15 - 22 of the clerk's briefing notes.

- London Bridge – adopted in 2019

Draft Scheme of Delegation is on page 23

- Scheme of Delegation – for adoption if so resolved.

### 13. Community Trust

### 14. Parish Infrastructure

- a) *Village maintenance*

To identify any current maintenance work required. Remaining budget for 2021/22: £1,233.

**15. FINANCE**

a) *Account Balances—see Clerk’s Briefing Notes Page 24 (for information)*

b) *Review of the Year-to-Date Financial Report*  
Report on page 25 of the clerk’s briefing notes.

c) *To RESOLVE to approve the following payments for the period December 21.*

	NET	VAT	Gross Amount
Clerk’s expenses 382 x 7p/Microsoft Office £43.20/Working from Home £18.00	80.74	7.20	87.94
D Johnson – Invoice			
Oxford Print Centre – Invoice No North Farm Consultations	625.00		625.00
Mr I Dunstan – Chimney Defib Shelter – Invoice 6/12/2021 (already paid)	895.00		895.00
M Stewart – Christmas Tree – Invoice 3457 (already paid)	80.00		80.00
<b>Total to be decided and approved</b>	<b>£1,680.74</b>	<b>£7.20</b>	<b>£1,687.94</b>
<b>Monthly Standing Orders</b>			
Clerk’s Salary	362.90		362.90
WODC Dog Bin emptying Inv 33448056	20.17	4.03	24.20
HMRC PAYE	90.60		90.60
<b>Total SDOs</b>	<b>£473.67</b>	<b>£4.03</b>	<b>£477.70</b>
<b>Total</b>	<b>£2,154.41</b>	<b>£11.23</b>	<b>£2,165.64</b>

**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 3<sup>rd</sup> February 2022, 7.30pm**  
the Monthly meeting of Parish Council