

# ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL



## AGENDA

The Annual Parish Council meeting followed by the monthly Parish Council meeting of the Parish Council will be held on Thursday 1<sup>st</sup> August 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](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 4<sup>th</sup> July 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 30<sup>th</sup> May.
- *Cote Chapel* – no update
- *Gate at St James Church* – RFO and JO.
- *Footpaths/Treescapes*
- *Thames Water* – despite being chased still awaiting report from flow monitors due end of April 2024/pumping station at back of Marsh Furlong and works at St Joseph’s Court (October 2024).
- *Traffic Calming* – deferred until VAS installed and effects analysed.

### b) Neighbourhood Plan

Led by Chair.

### c) Data Logger and Flood Grant – OCC

Grant confirmed at £5,000 though quote came in cheaper than thought. Purchase order sent to OTT Hydro Met on 13<sup>th</sup> July 2024, and a delivery date as of the date of the 4<sup>th</sup> September has been advised. OCC Grant Funding Agreement emailed to councillors for agreement and signing.

### d) Defibrillators – deferred from June meeting

- Brier Furlong – Living Space/Stonewater will fund the purchase of and installation of a defibrillator, so Parish Council needs to decide on the location. The owner of the Aston Pottery has agreed it can be sited there.
- Defibrillator box for Aston and Cote School with quotes in the briefing notes on pages 3 to 6. For decision and resolution.

### e) 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	24/01374/FUL
Alternative Reference	Not Available
Application Validated	Fri 05 Jul 2024
Address	Playing Field Cote Road, Aston, Oxfordshire OX18 2DU
Proposal	Proposed floodlit Multi Use Games Area (MUGA) on land adjacent to an existing basketball practice area at the Aston and Cote Recreation Ground
Status	Under consideration

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

- a) Brier Furlong – no update as at issue of agenda.
- b) Marsh Furlong – agenda item 7 under Thames Water.
- c) St Joseph’s Court –agenda item 7 under Thames Water.
- d) North Farm – no further update since last meeting. Awaiting a response from Bluestone.
- e) Potential new development – Lone Star Land (land agents) – not yet seen planning application.

**Update on Previous Planning Applications - None**

**10. New Business**

- a) *Aston and Cote Primary School – Grant Application*  
Application on pages 7 to 11 of the briefing notes. For decision and resolution.
- b) *Clerk’s Membership Renewal for the Society of Local Council Clerks (SLCC)*  
The clerk’s SLCC membership is due for renewal on 1 September 2024 at a cost of £112. Clerk’s briefing notes pages 12 to 13. The clerk asks for this to be covered by the council from the training budget of £750.00. For resolution.
- c) *Bus and Taxi Access to the Parish*  
Concerns continue to be raised about the lack of provision for public/taxi transport to the parish after 7pm and on Sundays. Recent planning applications have made promises of improvements which have not transpired. To discuss who and how to lobby.
- d) *Parking at Aston and Cote School and surrounding roads*  
The issue of parking around the school was raised by a visitor to the parish who had come to help with caring for relatives. On the day they were here carers, Hospital at Home and the bin men all could not get access to the bungalows of Cote Road. This is an ongoing issue at school dropping of and collection times. Both district and county councillor have been informed and are going to work with the headteacher though there is nothing in that can be enforced. It is education of those parking.
- e) *OCC – Bus Stop Data Quick Capture*  
There are currently around 4650 registered bus stops in the county, and to help OCC capture every detail of every stop, our extremely valuable assistance would be most welcome.  
To help with this task, there are a few resources, and they are strongly encouraging us to read the ‘Oxfordshire County Council Bus Stop data capture exercise presentation July 2024’ document that provides the background to this exercise and how it works.  
A ‘Bus Stop data capture guide’ have been supplied that provides visual clues for each question to help us understand what they are looking for, along with a ‘Bus Stop data quick capture sheet’ for use in areas where mobile device coverage is lacking.

If any Parish Councils can carry out this exercise it would be much appreciated, however they do have a back-up option if not.

Finally, and most importantly, there are the links to the Parish Bus Stops map to help us identify the registered stops in the parish, and OCC's 'Let's Talk' survey website where the answers can be recorded.

For discussion.

*f) Oxfordshire CC Local Flood Risk Management Strategy Consultation – deferred from June meeting*

The consultation revised date to start is 28<sup>th</sup> June 2024 until 23<sup>rd</sup> August 2024 and will be accessible on the OCC 'Let's Talk' system. Link sent to councillors prior to the meeting with papers. For discussion.

**11. Governance – Policies for Review and Resolution - None**

**12. Community Trust**

**13. Parish Infrastructure**

*a) Parish maintenance*

To identify any current maintenance work required. Budget remaining for 2024/25 is £1,500.

- Litter bin and issues around installation at Chimney – Clerk to update.
- Verge cutting at Chimney – clerk to update.

**14. FINANCE** – See report from RFO on pages 14 to 16 of the briefing notes, with items for Resolution.

**15. Bank Reconciliation to 30<sup>th</sup> June 2024**

To resolve to agree the bank reconciliation presented on page 17 to 18 of the briefing notes.

**16. CONFIDENTIAL Item to be discussed in closed session.**

To resolve to exclude the press and the public in accordance with the Public Bodies (Admission to Meetings) Act 1960.

**17. CONFIDENTIAL – Recreation Ground Tender**

Papers emailed to councillors prior to the meeting.

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

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

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

**(For discussion only)**

**20. Date of next meeting: Thursday 5<sup>th</sup> September at 7.30pm**

Being the monthly meeting of Parish Council.