

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL

AGENDA

The monthly meeting of the Parish Council will be held on
Thursday 1st July 2021, at 7.30pm, in the meeting room at the Village Hall.

Councillors: You are hereby summoned to attend the above meeting for the purpose of transacting the following business.

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 10th June 2021 – 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. The Parish Council's Standing Orders limit the time for this part of the meeting to 10 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 – on hold until OCC officers provide options.
- The revised signage designs have been received and requote is due from Glasdon.
- The draft proposal bringing all requests for 30 mph extensions around Aston and Cote together was submitted to OCC Highways officers on 30 April 2021 and discussed on 26th May 2021. The Parish Council has agreed the funding of the TRO Consultation however OCC Officers wanted to know if the Parish Council had considered making changes to the existing 30 mph limits through the village and implementing 20 mph limits. Additionally, the extension of the 30 mph between Aston and Cote on the B4449. The more that is included in the application, even if it is not agreed after consultation, the better the value for money as it will only cost one consultation fee. An example of what has been considered in Stonesfield is in the Clerk's Briefing Notes on pages 3 and 4.
- The remaining funds for traffic calming are £10,184.00 less the anticipated costs for 30 mph consultation (£3,250) and gates/signage (£3,850) will leave £3,084. For discussion and decision.

b) *Future of North Farm*

No further update as of issue of the agenda.

c) *Land to the East of Back Lane*

There will be an update on the children's home proposal for the Parish Council meeting on 5th August 2021.

d) *HRH Queen Elizabeth II Platinum Jubilee 2022*

The Clerk has contacted Aston and Cote Primary School and the Head Teacher confirmed that they would like to work with the Parish Council on this project. The clerk also contacted St James' Church, OCC and BBOWT with regards to finding a suitable plot of land.

e) *Dog Poo Bin for end of Ham Lane*

This has been ordered from Ubico Ltd and an installation date is yet to be confirmed.

f) *Anti-Social Behaviour*

There have been no reports of anti-social behaviour.

9. Correspondence

Clerk's Briefing Notes on Page 2.

10. PLANNING

New planning applications

Documents emailed to councillors on the 25 June 2021 for perusal prior to the meeting also available at <https://www.westoxon.gov.uk/planning-and-building/planning-permission/view-planning-applications/>

Reference	21/02099/FUL
Alternative Reference	PP-09924557
Application Validated	Mon 14 Jun 2021
Address	Land South of Ferndale Back Lane Aston Oxfordshire
Proposal	Erection of a detached dwelling and carport/garage and workshop with home office above and associated works
Status	Under consideration

Reference	21/01861/FUL
Alternative Reference	Not Available
Application Validated	Mon 21 Jun 2021
Address	Merton Cottage Bampton Road Aston Bampton OX18 2BT
Proposal	Erection of a detached dwelling with associated parking.
Status	Under consideration

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	Under consideration

Reference	21/02211/FUL
Alternative Reference	PP-09803371
Application Validated	Tue 22 Jun 2021
Address	Aston Mile Farm Aston Bampton Oxfordshire OX18 2EU
Proposal	Erection of an agricultural building
Status	Under consideration

Update on Previous Planning Applications – For Information

11. New Business

a) Thames Water Visit – 16th June 2021

The Chairman and clerk attended 'walk and talk' meeting with Thames Water representatives on the 16th June and reviewed the complaints in relation to sewage escape from the system raised in January and February 2021.

b) Governance – Policies for Review

The Small Grants Policy was update in 2020 but not reviewed and is now due for review. The main changes are updating of contact details, new clerk email address and amendments to the date for the year of the policy. The Parish Council to review the policy and consider if the concept laid out on page one is still relevant. The draft documents are on pages 5 to 11 of the clerk’s briefing notes.

12. Community Trust

13. Parish Infrastructure

a) Village maintenance

To identify any current maintenance work required. Remaining budget for 2021/22: £1,500.

b) Length’s person 2021

The current contractor has quoted £18 per hour for small works such as sign cleaning, cutting back vegetation and small repairs. To discuss and decide.

c) Noticeboard for Cote

The clerk has contacted the SSEB to confirm that siting of the noticeboard will not impede any access to their equipment. Once this has been resolved the noticeboard will be ordered.

d) Defibrillator for Chimney

The Clerk and contractor met on site on 3rd June to look at designs for the defibrillator shelter. The quote is done on the basis of either using natural stone and a slate roof or reconstituted stone and weather board for the roof. The design is a simple sentry box and the defibrillator will be fixed to the back wall. For decision.

14. FINANCE

a) Account Balances—see Clerk’s Briefing Notes Page 12 (for information)

b) To RESOLVE to approve the following payments for the period July 2021.

	NET	VAT	Gross Amount
Clerk's expenses 159 x 7p/Microsoft Office £43.20/Honorarium (£709.19)	756.32	7.20	763.52
HMRC – on Honorarium	272.81		272.81
D Johnson – Recreation ground Inv			
WODC Grass Cutting and Weed Spraying – Inv 33418217	683.98	136.80	820.78
Total to be decided and approved	£1,713.11	£ 144.00	£1,857.11
Monthly Standing Orders			
Clerk's Salary	341.16		341.16
WODC Dog Bin emptying Inv 33417550	20.17	4.03	24.20
HMRC PAYE	80.60		80.60
Total SDOs	£441.93	£4.03	£445.95
Total	£2,155.04	£148.03	£ 2,303.06

15. Parish Councillors' 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 5th August 2021, 7.30pm**
the Monthly meeting of Parish Council