

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL

AGENDA

The monthly meeting of the Parish Council will be held on
Thursday 1st September 2022, 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**
- 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 4th August 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) *Traffic Calming Update*

The proposed 20mph for Aston, Bampton and Cote was advertised by OCC for consultation which closed on the 19th August 2022. At time of agenda there has been no update on the result of the consultation.

b) *HM Queen Elizabeth II Platinum Jubilee 2022*

Report from Chairman. To discuss timing for ordering of trees to fit with Community Trust's plans for planting.

c) *Parish Council Logo*

There has been one submission which was discussed at the August meeting. No further submissions at time of agenda.

d) *Treescaping Report*

Discussion on what the Parish Council wishes to do next. Report from A Chapman previously emailed to all councillors.

e) *Anti-Social Behaviour*

There have been more reports of a streaker again on 10 Foot bridge across the River Thames near Chimney. This has been reported to the police by residents in Chimney and Duxford.

9. Correspondence

Clerk's Briefing Notes on Page 2.

10. 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	22/02062/HHD
Alternative Reference	Not Available
Application Validated	Mon 25 Jul 2022
Address	4 St Joseph's Court Bampton Road Aston OX18 2BU
Proposal	Erection of a garden shed
Status	Under consideration

Reference	22/02138/HHD
Alternative Reference	PP-11445136
Application Validated	Wed 03 Aug 2022
Address	Western View Cottage Back Lane Aston OX18 2DQ
Proposal	Two storey side extension
Status	Under consideration

Update on Ongoing Planning Applications – For Information

- a) **North Farm** – update issued by email to Parish Councillors
- b) **Hawthorns** – WODC planning officer has not received a response from the developer, so the issues raised have been passed to the enforcement team.
- c) **Marsh Furlough** – no response yet to the letter about transfer of the pumping stations to Thames Water.
- d) **Terra**
- e) **Children’s Home** – Materials approved/Site meeting on 10 August reported on and awaiting final confirmation of Traffic Management Plan.

Update on Previous Planning Applications

Reference	22/01781/HHD
Alternative Reference	PP-11345612
Application Validated	Thu 23 Jun 2022
Address	The Thatched Cottage North Street Aston OX18 2DJ
Proposal	Form an art studio instead of a sunroom (amendment to previously approved 09/0298/P/FP)
Status	Decided
Decision	Approve
Decision Issued Date	Mon 15 Aug 2022

Reference	22/01595/HHD
Alternative Reference	PP-11307602
Application Validated	Wed 22 Jun 2022
Address	6 Cote Road Aston Bampton Oxfordshire OX18 2DX
Proposal	Remove existing conservatory and erect single storey rear extension. Extend existing garages and create first floor bedroom with ensuite and storage space above.
Status	Decided
Decision	Approve
Decision Issued Date	Mon 15 Aug 2022

11. New Business

- a) *MyVision Oxfordshire – Grant Request*
Details in the clerk’s briefing notes, pages 3 -4. For decision and resolution.
- b) *Cleanslate Grant Request*
Details in the clerk’s briefing notes, pages 5-7. For decision and resolution.
- c) *South Central UPW Consultation Survey*
Details in the clerk’s briefing notes, pages 8-11. For decision and resolution.
- d) *Requests to change the dates of the November and December meetings*

The November meeting is scheduled for the 3rd November 2022. The clerk is due to attend a conference in Edinburgh on the 3rd-4th November and would request that the monthly meeting be moved to the 10th November.

ACTS are planning to resume again this Autumn and planning on staging a Murder Mystery the first weekend in December 3rd/4th. The week leading up to the performances will include a Parish Council meeting (Thur 1st Dec) which would potentially be the dress rehearsal. We have been asked to ask if it would be possible to move the date for the December meeting. The clerk is suggesting 8th December. For decision.

e) Clerk Request for Training – 7th September 2022.

The clerk would like to attend the Finance Summit being run by the SLCC in collaboration with Rialtas Business Solutions. It is a virtual conference, and the cost is £45 plus VAT.

f) SAAA 2022 Opt-out Communication

Details in the clerk's briefing notes, page 12. For decision and resolution. The clerk would not recommend Opting Out.

12. Governance – Policies for Review – Finance Regulations for Resolution

The Financial Regulations were reviewed in 2019 and are now due for review. There have been significant changes since the last review. The full policy with changes highlighted circulated by email to all councillors. Areas for resolution on pages 13-18.

- *Aston, Cote, Shifford and Chimney Parish Council Financial Regulations*

13. Community Trust

14. Parish Infrastructure

a) Village maintenance

To identify any current maintenance work required. Remaining budget for 2022/23: £1,500.

b) Asset Check

To make arrangements for the asset review due as detailed in the clerk's briefing notes on pages 19 to 20. The litter bins having been paid for by WODC and installed by them, so the ones shown on here are the ones the Parish Council is paying for the emptying of. These could be removed from the asset register. For discussion and decision.

15. FINANCE

a) Account Balances—see Clerk's Briefing Notes Page 21. (for information)

b) Review of the Year-to-Date Financial Report

Report on page 22 of the Clerk's briefing notes.

c) To RESOLVE to approve the following payments for the period September 22.

	NET	VAT	Gross Amount
Clerk's expenses 195 x 7p/Microsoft Office £45.64/	51.68	7.61	59.29
Des Johnson Inv			
WODC Dog Bin Emptying – Invoice	20.17	4.03	24.20
WODC Grounds Maintenance Inv 33478903	670.93	134.19	805.12
Total to be decided and approved	£742.78	£145.83	£888.61
Monthly Standing Orders			
Clerk's Salary including WFH Allowance	387.16		387.16
WODC Dog Bin emptying Inv – Cancelled			
HMRC PAYE	92.20		92.20
Total SDOs	£479.36	£0.00	£479.36
Total	£1,222.14	£145.83	£1,367.97

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)

Meeting reminders:

WODC Shaping the Future – 6.30pm at Carterton Community Centre – G Ball has agreed to attend.

Thames Water Open Day – 9th September – Booking via Eventbrite

CPRE WO AGM – 13th September – Online at 7.00pm.

WODC Code of Conduct Training – Online on 30th September at 10am.

18. Date of next meeting: Thursday 6th October 2022, 7.30pm

the Monthly meeting of Parish Council