

# ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL

## AGENDA

The monthly meeting of the Parish Council will be held on  
Thursday 2<sup>nd</sup> September 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**

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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 5<sup>th</sup> August 2021 – minutes previously circulated.
- 5. Parish Councillors - Disclosure of interests on agenda items**
- 6. Event Planning and Guidance**  
A short report is in the clerk's briefing notes on page 3.
- 7. 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. This has been extended to 30 minutes for this meeting only under Minute Number 6 Page 1639 as RESOLVED at the monthly Parish Council meeting on 5<sup>th</sup> August 2021 to allow to response to Agenda Item 6.

## 8. Children's Home Update and Presentation

A 20 minute power point presentation and opportunity for councillor's to put questions to OCC officers about the proposal for a children's home on Back Lane, Aston. There will be public consultation at a date yet to be advised.

## 9. WODC/OCC Matters

A brief update from the relevant WODC or OCC Councillor.

## 10. Matters Arising from Previous Meetings

### a) *Traffic Calming Update*

- The Square, Aston – on hold until OCC officers provide options.
- The gates and signage for Phase 2 have been received and should have been installed on 31<sup>st</sup> August 2021.
- The draft proposal bringing all requests for 30 mph extensions around Aston and Cote together is with OCC officers for processing.
- The remaining funds for traffic calming are £10,184.00 less the anticipated costs for 30 mph consultation (£3,255) and gates/signage (£3,850) will leave £3,079.

### b) *Future of North Farm*

No further update as of issue of the agenda.

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

There has been no feedback from any of the organisations approached about land for planting. The clerk will chase during September.

### d) *Anti-Social Behaviour*

There have been no reports as at time of agenda.

## 11. Correspondence

Clerk's Briefing Notes on Page 2.

## 12. PLANNING

### New planning applications

Documents emailed to councillors on the 26 August 2021 for perusal prior to the meeting also available at <https://www.westoxon.gov.uk/planning-and-building/planning-permission/view-planning-applications/>

<b>Reference</b>	<b>21/02586/HHD</b>
Alternative Reference	PP-10026233
Application Validated	Mon 02 Aug 2021
Address	The Barn 2 Waites Close Aston Bampton Oxfordshire OX18 2ES
Proposal	Erection of a garden room / gym (retrospective)
Status	Under consideration

### Update on Previous Planning Applications – For Information

<b>Reference</b>	<b>21/02262/HHD</b>
Alternative Reference	PP-09973226
Application Validated	Mon 28 Jun 2021
Address	47 Cote Road Aston Bampton Oxfordshire OX18 2DU
Proposal	Erection of detached outbuilding.
Status	Decided
Decision	Approve
Decision Issued Date	Mon 09 Aug 2021
<b>Reference</b>	<b>21/02211/FUL</b>
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	Decided
Decision	Approve
Decision Issued Date	Fri 06 Aug 2021
<b>Reference</b>	<b>21/01588/FUL</b>
Alternative Reference	PP-09794291
Application Validated	Tue 04 May 2021
Address	25 Foxwood Aston Bampton Oxfordshire OX18 2DZ
Proposal	Subdivision of existing dwelling to create two dwellings, works to include erection of two storey side extension and single storey rear extensions along with the provision of bin storage and accessible off street parking to both dwellings
Status	Decided
Decision	Refuse
Decision Issued Date	Thu 05 Aug 2021

### 13. New Business

*a) Oxfordshire Local Plan 2050*

The clerk has forwarded on several emails in relation to the Oxfordshire Local Plan 2050 and the consultation that runs until the 8<sup>th</sup> October 2050. The clerk also attended a briefing on the 19<sup>th</sup> August and shared the resultant links.

For discussion and feedback. Webinars and feedback form in the Clerk's Briefing notes on pages 4 to 7.

*b) Governance – Policies for Review*

The Financial Regulations were reviewed in 2019 and are now due for review. There have been no updates or changes since the last review.

The draft documents are on pages 8 to 23 of the clerk's briefing notes.

**14. Community Trust**

**15. Parish Infrastructure**

a) *Village maintenance*

To identify any current maintenance work required. Remaining budget for 2021/22: £1,383.

b) *Asset Check*

To make arrangements for the asset review due as detailed in the clerk’s briefing notes on pages 24 to 25.

**16. FINANCE**

a) *Account Balances—see Clerk’s Briefing Notes Page 29 (for information)*

b) *Voices Grant Application 21/22*

See clerk’s briefing notes pages 26 and 27. For Resolution.

c) *Bank Reconciliation to 30 June 2021*

See the clerk’s briefing notes page 28. For resolution.

d) *Review of the Year-to-Date Financial Report*

Report on page 30 of the clerk’s briefing notes.

e) *To RESOLVE to approve the following payments for the period September 21.*

	NET	VAT	Gross Amount
Clerk’s expenses 298 x 7p/Microsoft Office £43.20/	56.86	7.20	64.06
D Johnson – Invoice 2189 (Telephone Box)	450.00		450.00
DF Williams – Bus Shelter Cleaning – Invoice 104220	134.68	26.94	161.62
Freeola Renewal for domain	16.80	3.36	20.16
Voices Grant 21/22	1000.00		1000.00
<b>Total to be decided and approved</b>	<b>£ 1,658.34</b>	<b>£37.50</b>	<b>£1,695.84</b>
<b>Monthly Standing Orders</b>			
Clerk’s Salary	362.90		362.90
WODC Dog Bin emptying Inv 33424662	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>£2,132.01</b>	<b>£41.53</b>	<b>£2,173.54</b>

**17. Parish Councillors' reports from meetings attended since last meeting.**

**18. Matters arising since publication of agenda/  
Matters which Councillors may wish to raise for inclusion on next agenda.  
(for discussion only)**

**19. Date of next meeting: Thursday 7<sup>th</sup> October 2021, 7.30pm**  
the Monthly meeting of Parish Council