

Password 886631

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL

AGENDA

Please note: due to the current Covid-19 Coronavirus situation, the Parish Council will meet virtually via Zoom (<https://zoom.us/>) Meeting ID 835 6586 1926 as permitted in the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”)

Councillors: You are hereby summoned to attend the Monthly Meeting of the Parish Council to be held online at <https://us02web.zoom.us/j/83565861926?pwd=eDZRYnVQWnAzaE4vbENrL0I4UHQvQT09> on Thursday 3 September 2020 at 7.30pm 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 6th August 2020 – 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 automation of the 20mph signs outside Aston School have been programmed by OCC and the quote/invoice for £2452.88 plus VAT to be paid from the traffic calming reserve is on the payment list under Agenda Item 14b.
- A quote request for white gates/signage has been placed with Glasdon's, Signway Supplies (Datchet) Ltd and David Ogilvie Engineering. The quote from Glasdon's is on pages 3 to 5 of the clerk's briefing notes and there is a lead time of 6-8 weeks for delivery. OCC have been asked about the locating of a Cote sign on the 30 mph speed limit as you enter Cote from Aston but as yet no answer received.
- To proceed with the chicane/crossing the next step would be for the parish council to formally request an OCC consultation which will cost approximately £1,800. This is not optional and will take between 3-6 months to complete. The overall project costs for the chicane in Bampton was about £28k but once the consultation is progressing OCC would arrange for a site visit with their contractor and proper costings for the actual site.
- The Square, Aston – concerns have been raised about the traffic in the Square and particularly the road passing the shop. Cllr Matthews has suggested a meeting with OCC officers to look at the options.

b) *Prepared for the Worst – Technology Review*

The clerk and B Lings met via Zoom on the 25th August to organise next steps. The clerk is to research obtaining the requisite domain via OALC and SLCC and once that is done purchasing Office 365 and setting up councillor emails can be completed.

c) *Future of North Farm – Update by the Chair*

The parish council have discussed and agreed previously, the Parish Council's position in principle on the currently vacant North Farm site, owned by OCC. The chair has attended 2 on-site meetings this week with various parties and am in a position to update the Council and seek their continued agreement (or not) to a proposed way ahead (in outline at this stage) as a 'Community-Led' development opportunity that seeks to maximise the social benefits to the Parish.

d) *Community Response for COVID 19*

We have had no requests for assistance this month. The clerk will continue to arrange with volunteers any requests for the collection of pre ordered shopping and prescriptions. It is recommended that if no further requests are received in September the parish council close the parish volunteer response down and thank all those that have contributed. The WODC Response Hub is continuing its work and has written to the most vulnerable in the district and a copy of this letter has been posted on the noticeboard and website.

e) *Land to the East of Back Lane*

OCC and Bluestone Planning have provided a statement which will be in the Voice for September. They also intend to hold a consultation on the 13th September on the recreation ground at the village hall in Aston. There is also a virtual presentation/consultation planned for the 14th September. Statement on pages 25-26 of the Clerk's Briefing notes.

f) *Anti-Social Behaviour*

At the time of the agenda no reports have been received of anti-social behaviour.

9. Correspondence

Clerk's Briefing Notes on Page 2.

10. PLANNING

New planning applications

Documents emailed to councillors on the 21st August 2020 for perusal prior to the meeting also available at <https://www.westoxon.gov.uk/planning-and-building/planning-permission/view-planning-applications/>

Reference	20/01934/HHD
Alternative Reference	PP-08920864
Application Validated	Mon 27 Jul 2020
Address	41 Bull Street Aston Bampton Oxfordshire OX18 2DT
Proposal	Erection of a single storey rear extension
Status	Under consideration

Emails responses from councillors indicate a no issues response.

Reference	20/01859/HHD
Alternative Reference	PP-08906934
Application Validated	Mon 20 Jul 2020
Address	Radley House Bull Lane Aston Bampton Oxfordshire OX18 2DN
Proposal	Erection of single storey rear extension
Status	Under consideration

Emails responses from councillors indicate a no issues response.

Update on Previous Planning Applications

Reference	20/01402/HHD
Alternative Reference	PP-08761693
Application Validated	Fri 19 Jun 2020
Address	4 St James Court North Street Aston Bampton OX18 2BF
Proposal	Erection of single storey rear extension

Status Decided
Decision Approve
Decision Issued Date Thu 13 Aug 2020

Reference 20/01212/HHD
Alternative Reference PP-08723068
Application Validated Thu 04 Jun 2020
Address 4 Chimney Farm Cottages Chimney Bampton OX18 2EH
Proposal Erection of a two bay garage, with new site entrance to accommodate parking.
Status Decided
Decision Refuse
Decision Issued Date Mon 17 Aug 2020

11. New Business

a) *Website Accessibility Requirements*

The proposed Accessibility Statement for councillors to read is on pages 7-10 of the clerks briefing notes. This website is only partially compliant with the Web Content Accessibility Guidelines version 2.1, AA standard. The usage of the website which is less than 1500 individual visits in a calendar year this being equivalent to one visit per head of electorate for the parish. The cost of fixing the issues with navigation and accessing information, and with interactive tools and transactions would be in the region of £2k to £2.5k being almost 10% of the precept for 2020-21. This would indicate that to fully rectify the accessibility issues of the website at this time would be a disproportionate burden within the meaning of the accessibility regulations. For resolution on the adoption of the Accessibility Statement.

b) *White Paper, Planning for the future and two other planning related matters*

The government has issued a number of planning consultations and a call for evidence. The most important of which is 'Planning for the future, a White Paper' with radical and far reaching proposals. All parish councils have been asked to respond to the consultation so that the government hears the democratic voice of this sector of local government. The details are in the clerk's briefing notes on page 11-15 with the links to the 3 separate consultations. For discussion and decision.

c) *Consultation Post Office move to Aston Community Stores CIC*

Public consultation on application by the directors of the Aston Community Store CIC for the post office to move from the Fellowship Centre to Aston Community Shop CIC premises. They are asking if there are any physical reasons not to move the post office from its current location or for any other objections/comments about the proposed move. For resolution and response.

- d) *Licensing Application Consultation W/20/00485/PRMA*
Application by the directors of the Aston Community Store CIC for a premises licence to sell alcohol. Documentation is in the clerk's briefing notes on pages 16-18. For resolution and response.
- e) *Oxfordshire Together - Snow Wardens*
Full details of the scheme are on pages 19-20 of the clerk's briefing notes and the parish council is being asked if they wish to appoint a snow warden and they will provide some basic equipment such as snow shovels. For discussion and resolution.
- f) *New Bench on the green at the War Memorial*
N Lings has received several enquiries about siting a bench on the green by the war memorial in memory of Richard who had been the postman for the west end of Aston for many years and sadly passed away in August this year. There is a fund raising drive currently being undertaken independently of the parish council with any surplus funds going to the Oxford Heart unit. The parish council has been asked if it would grant approval for the siting of a bench on the grassed area nearest the shop by the memorial providing sufficient funds are raised. Secondly if it could assist with the installation and maintenance costs going forward. . For discussion and resolution.

12. Community Trust

13. Parish Infrastructure

- a) *Village maintenance*
To identify any current maintenance work required. Budget for 2020/21: £1,500.
- b) *Asset Register – Half Year Review*
The asset register is in the clerk's briefing notes and is due for its 6 month review in September. This has traditionally been done by a councillor and reported back to council at the October meeting. The asset checklist is on pages 21 and 22 of the clerk's briefing notes.
- c) *Defibrillator for Cote*
There has been no update to the situation with reconnection of the power to the telephone box at the time of the agenda being issued.
- d) *VE75 Bench*
The bench has been installed in St James, churchyard and the plaque commemorating VE/VJ day ordered. At a cost of £21.00 incl of VAT.

14. FINANCE

- a) *Account Balances—see Clerk's Briefing Notes Page 23 (for information)*

b) *Clerk – Request SLCC Membership and Training*

The clerk's SLCC membership is due for renewal on 1 September 2020 at a cost of £92. Clerk's briefing notes page 24. Additionally this year's SLCC National Conference is being held virtually between 12-16 October with a variety of webinars and talks. The cost is a one off payment of £25 plus VAT and allows for those registered to pick and choose the events they wish to attend. The clerk would ask for these to be covered by the council from the training budget of £500.00. For decision.

c) To RESOLVE to approve the following payments for the period September 2020

	NET	VAT	Gross Amount
Clerk's expenses – 308 sheets x 7p/ Zoom £14.39/Plaque £21.00	51.05	5.90	56.95
Clerk – Purchase of Parish Council Laptop including operating system software.	650.00	130.00	780.00
Des Johnson – Recreation Ground Grass Cutting – Inv 2067	170.00		170.00
OCC – 20mph lights on Cote Road	2,452.88	490.58	2,943.46
SLCC Annual Membership – Clerk Inv MEM230413	92.00		92.00
SLCC Virtual National Conference – Inv 132339	25.00	5.00	30.00
Total to be decided and approved	£3,440.93	£631.48	£4,072.41
Monthly Standing Orders			
Clerk's Salary	318.48		318.48
WODC Dog Bin emptying Inv 33366003	19.95	3.99	23.94
HMRC PAYE	75.00		75.00
Total SDOs	£413.43	£3.99	£417.42
Total	£3,854.36	£635.47	£4,489.83

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 1st October 2020, 7.30pm**

Monthly meeting of Parish Council