

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL

AGENDA

The monthly meeting of the Parish Council will be held on
Thursday 4th August 2022, at 7.30pm, in the Committee 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 7th July 2022 – minutes previously circulated.
- 5. Parish Councillors - Disclosure of interests on agenda items**
- 6. Portfolio Assignments**
To complete the designation of Portfolio assignments now the council has its full complement of councillors. Full list 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, 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.
- 8. WODC/OCC Matters**
A brief update from the relevant WODC or OCC Councillor.

9. Matters Arising from Previous Meetings

a) *Traffic Calming Update*

The proposed 20mph for Aston, Bampton and Cote have been advertised by OCC for consultation which closes on the 19th August 2022.

b) *HM Queen Elizabeth II Platinum Jubilee 2022*

It was resolved at the July 2022 meeting to purchase 7 trees for the Platinum Jubilee and plant these at the recreation ground as part of a project with the Community Trust. In addition to plant 2 trees for to mark the retirement of 2 councillors. The Chairman has investigated the sourcing of the trees and will report.

c) *Defibrillators*

New box for Village Hall defibrillator cabinet has delivered and installation has been for the 2nd August 2022. Chimney defibrillator was fully installed and live from the 24th July 2022. Location maps and guidance is on the parish website. There are notices on both Parish Council noticeboards showing where the nearest defibrillator is located.

d) *Parish Council Logo*

There has been one submission which is on page 4 of the Clerk's briefing notes. For discussion.

e) *Cote Chapel Grass Cutting Grant Request*

Details on page 5-9 of the Clerk's briefing notes.

f) *Anti-Social Behaviour*

There have been many reports of vandalism by a group of young people in Aston. The PCSO, Helen Keen, arranged a meeting for the 29th July 2022 at 6pm in the village hall. The clerk and a couple councillors attended. Verbal report.

10. Correspondence

Clerk's Briefing Notes on Page 2.

11. 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	22/01781/HHD
Alternative Reference	PP-11345612
Application Validated	Thu 23 Jun 2022
Address	The Thatched Cottage North Street Aston Bampton
Oxfordshire OX18 2DJ	
Proposal	Form an art studio instead of a sunroom (amendment to previously approved 09/0298/P/FP)
Status	Under consideration

Update on Ongoing Planning Applications – For Information

- a) North Farm
- b) Hawthorns
- c) Marsh Furlough
- d) Terra
- e) Children's Home

OCC Planning Reference R3.0081/22 – emailed to Parish Councillors on 28th July 2022. Amended transport plan for discussion and comment.

Update on Previous Planning Applications

Reference	22/01402/HHD
Alternative Reference	PP-11265685
Application Validated	Wed 01 Jun 2022
Address	Wishing Well House Bull Street Aston OX18 2DT
Proposal	Construction of external stairs and installation of door with glass panels to access first floor home gym above existing garage.
Status	Decided
Decision	Approve
Decision Issued Date	Wed 20 Jul 2022

Reference	22/01340/HHD
Alternative Reference	PP-11255201
Application Validated	Mon 16 May 2022
Address	28 Marsh Furlong Aston Bampton Oxfordshire OX18 2FN
Proposal	Erection of single storey rear extension to existing garage to form garden room.
Status	Decided
Decision	Approve
Decision Issued Date	Tue 12 Jul 2022

12. New Business

a) Water Issues on Monday 18th July 2022

Discussion on the loss of water supply in the parish on the hottest day of the year (at the time) from 07.15am to 9.30pm.

Consideration to actions at the time and plans to put in the place for the future as part of the Community Emergency Plan.

b) Treescapes Report

The report has been circulated to councillors prior to the meeting. For discussion.

13. Governance – Policies for Review – Standing Orders

The following policy is reviewed annual and the basis on which the governance is set for the Parish Council. This is drawn from latest Model Policies from NALC published in April 2022. The full policy circulated by email to all councillors. Areas for resolution on pages 10-15.

- *Aston, Cote, Shifford and Chimney parish Council Standing Orders*

14. Community Trust

15. Parish Infrastructure

a) Village maintenance

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

Grass in Foxwood – OCC has confirmed that these areas are theirs and they will confirm any grant funding available for the Parish Council to take this on as part of the existing agreement.

16. FINANCE

a) Account Balances—see Clerk’s Briefing Notes Page 16 (for information)

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

Report on page 17 of the Clerk’s briefing notes.

c) SLCC Membership 2022-23

The clerk’s SLCC membership is due for renewal on 1 September 2022 at a cost of £112. Clerk’s briefing notes page 18-19. The clerk would ask for this to be covered by the council from the training budget of £500.00. For decision

d) To RESOLVE to approve the following payments for the period August 22.

	NET	VAT	Gross Amount
Clerk’s expenses 212 x 7p/Microsoft Office £38.64/ Flowers £15 and Key £10/Board Magnets £8.59	66.14	6.09	72.23
Des Johnson Inv			
OALC Invoice W-2180 Parks and Play Training	110.00	22.00	132.00
WODC Dog Bin Emptying –	20.17	4.03	24.20
WODC Grounds Maintenance Inv 33474913	670.93	134.19	805.12
K Robey – Replacement of Cabinet for VH Defib- Quote	75.00	15.00	90.00
SLCC – Membership Inv MEM240319-1	112.00		112.00
Total to be decided and approved	£1,054.24	£181.31	£1,235.55
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	£1,533.60	£181.31	£1,714.91

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 1st September 2022, 7.30pm
the Monthly meeting of Parish Council