

# ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL



## AGENDA

**The monthly Parish Council meeting followed by the monthly meeting of the Parish Council will be held on Thursday 4<sup>th</sup> January 2024, 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](mailto:clerk@astonoxon-pc.gov.uk). Please note item 6 on the agenda about Public Representation.

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. To approve the minutes** of the Parish Council meeting on 7<sup>th</sup> December 2023 – minutes previously circulated.

**4. Parish Councillors - Disclosure of interests on agenda items**

**5. 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.

**6. WODC/OCC Matters**

A brief update from the relevant WODC or OCC Councillor.

## 7. Matters Arising from Previous Meetings

### a) Quick updates:

- *Neighbourhood Plan* – The Chair.
- *Electronic Speed Signs* – contractor due to be appointed by OCC in December nothing heard as of issue of agenda.
- *Cote Chapel* – No update.
- *Gate at St James Church* – Coronation Commemoration the clerk has approached a fourth company.
- *Traffic calming update and other traffic issues* – walk round with OCC highways officer planned for 13<sup>th</sup> December 2023 had to be delayed and will now be on 10<sup>th</sup> January 2024.

### b) *Footpaths/Treescapes*

Verbal update.

### c) *Anti-Social Behaviour*

None at time of agenda.

## 8. Correspondence

Clerk's Briefing Notes on Page 2.

## 9. PLANNING

### New planning applications - None

Update on Ongoing Planning Applications – For Information

- a) Terra – Archaeological survey done though results not yet know. 1st occupation due June 24.
- b) North Farm – Update from Chair.
- c) Marsh Furlong – water pumping station transfer to Thames Water is being progressed.
- d) Children's Home – Now complete and occupied.
- e) St Joseph's Court – Surface water and drainage. Clerk spoke to the Thames Water project manager in late December and hopes to have a verbal update.

### Update on Previous Planning Applications

<b>Reference</b>	<b>23/03276/CND</b>
Alternative Reference	PP-12661715
Application Validated	Tue 12 Dec 2023
Address	Land North of Foxwood Close Aston Oxfordshire
Proposal	Discharge of conditions 3 (schedule of materials) 6 (desk study) 10 (details of solar panels and air source heat pumps) 11 (landscape scheme) 14 (Landscape and Ecological Management Plan) and 19 (scheme to provide biodiversity net gain enhancement measures) of Planning Permission 22/00986/FUL
Status	Under consideration

**10. New Business**

*a) Asset Register 2024*

Review of asset register for the financial controls and resolution for additions and disposals. Report on pages 3 and 4 of the clerk’s briefing notes.

*b) Oxfordshire Councils Charter Event – 6 February 2024*

Invitation from WODC Cllr A Graham to hear about the Oxfordshire Council’s Charter which is being produced in association with OALC. This follows on from the event in early November at OCC and the survey in December. For decision on attendance.

**11. Governance – Policies for Review – None this month.**

**12. Community Trust**

**13. Parish Infrastructure**

*a) Village maintenance*

To identify any current maintenance work required. Budget remaining for 2023/24 is £1385.

**14. FINANCE**

*a) Account balances – see clerk’s briefing notes page 5 (For Information)*

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

Report on page 6 of the Clerk’s briefing notes.

*c) To RESOLVE to approve the following payments for the period January 24.*

	NET	VAT	Gross Amount
Clerk’s expenses 112 x 7p/Microsoft £50.16	49.64	8.36	58.00
<b>Total to be decided and approved</b>	<b>£49.64</b>	<b>£8.36</b>	<b>£58.00</b>
Clerk – payrise 23-24 back dated to 1 Apr 23	301.79		301.79
HMRC – for clerk’s payrise 23-24	75.60		75.60
<b>Total of already approved/paid</b>	<b>£377.39</b>	<b>£0.00</b>	<b>£377.39</b>
<b>Monthly Standing Orders/DDs</b>			
Clerk’s Salary including WFH Allowance	412.41		412.41
HMRC PAYE	98.40		98.40
<b>Total SDOs</b>	<b>£510.81</b>	<b>£0.00</b>	<b>£510.81</b>
<b>Total</b>	<b>£937.84</b>	<b>£8.36</b>	<b>£946.20</b>

**15. CONFIDENTIAL ITEM to be discussed in closed session.**

To resolve to exclude the press and the public in accordance with the Public Bodies (Admission to Meetings) Act 1960.

**16. Recruitment - RFO Role**

**17. Parish Councillors' and clerk's 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 4<sup>th</sup> January 2024, 7.30pm**

the monthly meeting of Parish Council.