

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL

AGENDA

The monthly meeting of the Parish Council will be held on
Thursday 4th July 2019, at 7.30pm in the main hall at the Village Hall.
You are herewith summoned to attend the above meeting.
The business will be as detailed below.

E Anstee

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 June 2019 – 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**
8. **Matters Arising from Previous Meetings**
 - a) *Repair/replacement of fencing on culvert at Great Brook bridge and CCTV notices at the Great Brook bridge.*

b) Red Lion Pub – Asset of Community Value

Motion to rescind resolution under minute number 8c on page 1688 of the meeting on 7 March 19 to re-register as the Red Lion pub in Aston as an Asset of Community value. For discussion and resolution.

c) Aston Stores Closure

The Aston Stores closed on 12th May and the property is to be marketed imminently. There was an initial meeting on 10 June 19 to discuss the potential for a community shop. This was well attended and followed up by a survey at the fete on 22 June 19 with a subsequent meeting on the 24th June 19 at the Red Lion to review the information collected. For discussion and Chairman to brief the meeting.

d) Community Emergency Planning

Russell attended the meeting on 13th June giving information and awareness on Community Resilience for Parishes and the benefits/development of Community Emergency Plans. For briefing by the Chairman and discussion.

e) 30 Speed Limit Signs – Cote Road

The 30 mph signs have been moved to their new location and the playground signs will be moved but no date has been fixed yet. They are to be located in more appropriate locations to the new playground in that the out bound sign is to go on the lamppost where the 30 mph sign was and the inbound sign to be located just before the bend on the Cote Road.

f) Hedge and Frontages on Cote Road Housing Developments

Plans of the Matthew Homes development to be reviewed in relation to the proposed planting for response to concern raised by Aston residents, brought forward from June meeting.

g) Anti-Social Behaviour

There have been no reported incidents in the parish so far this month.

9. Correspondence sent

See Clerk's Briefing Notes

10. New Business

a) Participation in VE Day 75

All parish and town councils have been notified of the planned VE Day 75 commemorations in 2020. These will be held over the weekend of 8 to 10 May 2020 with the 8th being the main focus as this is the anniversary which is why the Bank Holiday has been moved to coincide with the anniversary. The full programme is at <https://www.veday75.org/> along with guidance on events and timings. For discussion.

- b) *WODC – Review of the Parliamentary Polling Districts and Polling Places*
WODC is currently carrying out a review of its polling districts and places with its deadline for comments by electors being 13 September 2019. The clerk has put the notice on the notice board as this is open to all registered electors. For Information.
- c) *Community Information Network (CIN) – Save the Date*
Invitation to the next CIN meeting on 8th October 2020 entitled ‘let’s talk loneliness: the power of communities – for information.
- d) *Community First Oxfordshire – AGM 19 July 19.*
The invitation to attend and agenda for this is in the clerk’s briefing notes on page? If any councillor would like to attend?
- e) *Proposed Planning Training for Parishes – WODC 15th July 2019.*
This was discussed in December 2018 and council agreed that they would like to send representatives. The training will run from 18:30 to 20:30 in Committee Rooms 1 & 2 at the WODC offices in Woodgreen, Witney. For confirmation of who wishes to attend for the clerk to advise WODC.
- f) *Matthew Homes Development*
The clerk has received four separate complaints about the Matthews Homes development specifically that the contractor is not keeping the road/footpath clean, lorries mounting the opposite pavement when trying to leave the site and over running the site’s permitted working hours. The WODC planning officer has visited the site and spoken with the contractors who are now fully aware of their compliance requirements under the traffic management plan. For discussion and monitoring.
- g) *Future of the A40 – Public Meeting*
There is a meeting on the 12th July at Eynsham Village hall at which representatives from OCC will attend to listen to questions, ideas and concerns. The poster has been put on the village notice board as all are welcome.
- h) *Aston History Group Book Project*
The chairman will brief the meeting on the Aston History Group Book project.
- i) *BAMPTON AND DISTRICT FLOOD PREVENTION WORKING GROUP*
The minutes of the meeting on 13 June 2019 are in the clerk’s briefing notes on pages 8 and 9. For discussion
- j) *Small Grant Application- Community Trust*
Application to follow by email.

11. PLANNING

New planning applications

Reference	19/01532/FUL
Alternative Reference	Not Available
Application Validated	Tue 18 Jun 2019
Address	Aston Mile Farm Aston Bampton Oxfordshire OX18 2EU
Proposal	Installation of hay loading hatch and change of roof materials. (Retrospective).

Updates to previous planning applications

Reference	19/01199/HHD
Alternative Reference	PP-07799566
Application Validated	Tue 23 Apr 2019
Address	18 Waites Close Aston Bampton Oxfordshire OX18 2ES
Proposal	Alterations and erection of single and two storey rear extensions.
Status	Decided
Decision	Approve
Decision Issued Date	Wed 19 Jun 2019

Reference	19/01159/HHD
Alternative Reference	PP-07787388
Application Validated	Tue 16 Apr 2019
Address	Breton Cottage North Street Aston OX18 2DJ
Proposal	Proposed single storey rear extension and new front porch.
Status	Decided
Decision	Approve
Decision Issued Date	Fri 14 Jun 2019

Reference	19/01114/PN56
Alternative Reference	Not Available
Application Validated	Thu 11 Apr 2019
Address	Chimney Farm Barns Chimney OX18 2EH
Proposal	Change of use from B8 storage building to residential dwelling.
Status	Decided
Decision	Prior Approval Not Required
Decision Issued Date	Thu 06 Jun 2019

Reference	19/01033/LBC
Alternative Reference	PP-07708611
Application Validated	Thu 04 Apr 2019
Address	4 Chimney Farm Cottages Chimney Bampton OX18 2EH
Proposal	Amendments to 18/01473/LBC to reflect minor variations to roof height, window size and position.
Status	Decided
Decision	Approve
Decision Issued Date	Mon 24 Jun 2019

Reference	19/01032/HHD
Alternative Reference	PP-07708611
Application Validated	Thu 04 Apr 2019
Address	4 Chimney Farm Cottages Chimney OX18 2EH
Proposal	Amendments to 18/01472/HHD to reflect minor variations to roof height, window size and position. Relocation of oil tank.
Status	Decided
Decision	Approve
Decision Issued Date	Mon 24 Jun 2019

12. Community Trust

To include feedback on fete, Astonbury 20 proposal and matters arising of Council interest from Trust Committee minutes (14 May), for discussion.

13. Parish Infrastructure

a) *Village maintenance*

To identify any current maintenance work required. Budget for 2019/20: £1,500. John Ordish has reviewed the main signage in the parish on which he will brief the meeting, and the clerk will contact OCC and WODC about repairs/replacement.

b) *Maintenance of drainage ditches in the parish*

The clerk has now got a collection of maps relating to the ditches in the parish and a list of some of the riparian owners. The best time of year to undertake major clearance works is in late September/October, in preparation for increased winter flows and once vegetation has already begun to naturally die back. For discussion and action plan.

14. FINANCE

a) *Account Balances* – see Clerk’s Briefing Notes Page 10 (for information)

b) *Clerk – Request for Training Course and SLCC Membership*

The clerk would like to attend the SLCC Practitioner’s conference in February 2020 as part of their professional development. The cost of the two day course is £339 plus VAT which the clerk will pay but would council consider making a contribution to the cost or the travel costs. Secondly the SLCC membership is due for renewal in August 2019 at a cost of £72 which the clerk would ask to be covered by the council from the training budget of £200.00. For decision.

c) *ICO Data Protection Fee*

The ICO Data Protection fee is a cost that the council has to pay annually because as a corporate body the council processes personal data. The cost to pay per year is £40 is paid by cheque or BACS however is paid by direct debit the cost is £35 per annum. To discuss and decide if to pay by direct debit from 2020.

d) June invoices presented for approval and payment

		Statute
Clerk's salary E Anstee (Gross £368.20) net £294.60, working from home allowance of £10.00	304.60	LGA 1972, s112
Clerk's expenses – 259 sheets x 7p + books £33.99	52.12	LGA 1972 s111
WODC – Dog Bin emptying – 17/06/19 Invoice 33307942	23.35	Litter Act 1983
HMRC – PAYE – June19	73.60	LGA 1972 s111
WODC Elections - 2018 Invoice 33306079	87.57	LGA 1972
WODC – Grass Cutting – Mar and Apr 19 – Invoice 33308912	1255.57	HA 1980, s116
WODC – Grass Cutting – May 19 – Invoice 33309778	837.05	HA 1980, s116
D Johnson – Grass Cutting Playing Field 2 Cuts – Inv 1947	170.00	HA 1980, s116
Sub Total	£2803.86	
Community Trust – Small Grants Scheme		LGA 1972, S137
Total	£	

15. CONFIDENTIAL ITEMS 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. Confidential Item - Redacted

17. Confidential Item – Redacted

18. Parish Councillors' reports from meetings attended since last meeting

19. Matters arising since publication of agenda/

Matters which Councillors may wish to raise for inclusion on next agenda (for discussion only)

Climate Change

20. Date of next meeting:

Thursday 1 August 2019, 7.30pm

Monthly meeting of Parish Council