

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL

AGENDA

The monthly meeting of the Parish Council will be held on
Thursday 4th November 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

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 October 2021 – minutes previously circulated.
- 5. Parish Councillors - Disclosure of interests on agenda items**
- 6. North Farm Update**
- 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.
- 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 Square, Aston – on hold until OCC officers provide options.
- The draft proposal bringing all requests for 20mph/30 mph extensions around Aston and Cote together is with OCC officers for processing.
- The remaining funds for traffic calming are £4,004 with the anticipated costs for 30 mph consultation (£3,255) taken into consideration.

b) *Children's Home Update*

There is a planned update from OCC at the Parish Council meeting on 2nd December 21.

c) *HM Queen Elizabeth II Platinum Jubilee 2022*

The clerk is still exploring options.

a) *S106 Funding*

The clerk has confirmed that the £15k for ANPR camera is for the TVP to spend in Aston and that the £75k for affordable housing is for WODC to spend in Aston.

d) *Anti-Social Behaviour*

There have been no reports as at time of agenda.

10. Correspondence

Clerk's Briefing Notes on Page 2.

11. PLANNING

New planning applications - None

Update on Previous Planning Applications – For Information

Reference	21/02099/FUL
Alternative Reference	PP-09924557
Application Validated	Mon 14 Jun 2021
Address	Land South of Ferndale Back Lane Aston Bampton Oxfordshire
Proposal	Erection of a detached dwelling and carport/garage and workshop with home office above and associated works
Status	Decided
Decision	Refuse
Decision Issued Date	Thu 14 Oct 2021

Reference	18/01850/CND
Alternative Reference	PP-07058437
Application Validated	Wed 04 Jul 2018
Address	Land East of Saxel Close Aston Bampton Oxfordshire
Proposal	Discharge of condition 9 (water and energy saving measures) on planning permission 16/03309/S73.
Status	Decided
Decision	Approve
Decision Issued Date	Wed 06 Oct 2021

12. New Business

a) *Remembrance Sunday service at Aston War Memorial (Sunday 7 November – 2.45pm at War Memorial for a short, spoken service led by the Vicar of St James Church)*
To discuss who will represent the Parish Council at this service and lay the wreath.

b) *Christmas Tree*

It was agreed in December 2020 to purchase a Christmas Tree for the parish to be sited outside the garage in Aston at a cost of £75.00 from the Maintenance Budget. To discuss and resolve if to do the same this year.
For decision and resolution.

c) *Parish Meeting*

The Annual Parish meeting is scheduled for 7.30pm on 8th November 2021. The agenda has been published and the banner was put up with in the guidance on timelines. The clerk and G Ball have delivered a flyer/invite to most households in the parish.

13. Governance – Policies for Review

The draft documents are on page 3 of the clerk's briefing notes.

- Protocol for meetings with developers – adopted March 2015

14. Community Trust

15. Parish Infrastructure

a) *Village maintenance*

To identify any current maintenance work required. Remaining budget for 2021/22: £1,383. The repairs and painting of the bench in Cote and on the War Memorial will be £150.

16. FINANCE

a) *Account Balances—see Clerk's Briefing Notes Page 4 (for information)*

b) *Bank Reconciliation to 30 September 2021*

See the clerk's briefing notes page 5. For resolution.

- c) *Review of the Year-to-Date Financial Report*
Report on page 6 of the clerk's briefing notes.
- d) *Budget 2022-2023 – Draft*
The first draft of the budget for 2022-23 and a report are on pages 7 to 11 of the clerk's briefing notes. For discussion.
- e) *Volunteer Link Up – Grant Request*
Letter and accounts are on pages 12 to 25 of the clerk's briefing notes. There is £135 In the budget for 21-22.
For resolution.
- f) *To RESOLVE to approve the following payments for the period November 21.*

	NET	VAT	Gross Amount
Clerk's expenses 540 x 7p/Microsoft Office £43.20/ /Working from Home £18.00	91.80	7.20	99.00
D Johnson – Invoice 2209	324.00		324.00
WODC Grounds Maintenance Inv 33440719	638.98	127.80	766.78
D.F Williams Cleaning Services Ltd – Invoice 105283 – Bus shelter cleaning	134.68	26.94	161.62
Total to be decided and approved	£1,189.46	£161.94	£1,351.40
Monthly Standing Orders			
Clerk's Salary	362.90		362.90
WODC Dog Bin emptying Inv 33440272	20.17	4.03	24.20
HMRC PAYE	90.60		90.60
Total SDOs	£473.67	£4.03	£477.70
Total	£1,663.13	£165.97	£1,829.10

- a) **Parish Councillors' reports from meetings attended since last meeting.**
- b) **Matters arising since publication of agenda/
Matters which Councillors may wish to raise for inclusion on next agenda.
(For discussion only)**
- c) **Date of next meeting: Thursday 2nd December 2021, 7.30pm**
the Monthly meeting of Parish Council