

# ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL

## AGENDA

The monthly meeting of the Parish Council will be held on  
Thursday 5<sup>th</sup> August 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**

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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. 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 1<sup>st</sup> July 2021 – 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. Astonbury 2020**

See Clerk's briefing notes pages 3 to 8 and emails previously circulated. For Discussion.

## 9. Matters Arising from Previous Meetings

### a) *Traffic Calming Update*

- The Square, Aston – on hold until OCC officers provide options.
- The gates and signage for Phase 2 has been ordered.
- The draft proposal bringing all requests for 30 mph extensions around Aston and Cote together is attached with the additions of the extension from Cote towards Brighthampton and the build out previously discussed. OCC are asking for final confirmation that the Parish Council is happy to go ahead with the consultation.
- The remaining funds for traffic calming are £10,184.00 less the anticipated costs for 30 mph consultation (£3,255) and gates/signage (£3,850) will leave £3,079. For discussion and decision.

### b) *Future of North Farm*

No further update as of issue of the agenda.

### c) *Land to the East of Back Lane*

Statement from OCC - "In 2020 Children's Social Care completed a comprehensive assessment of the needs of children we care for. In light of this new information, in Autumn 2020 the Council paused the new build children's home project to ensure that it still met the needs of our children. The outcome of the review was that, due to the complexity of children's needs, their needs would be better met in a smaller home. A recommendation to change the design from a 6-bedded to a 4-bedded children's home was approved by the Council's Cabinet on 20th April 2021. Work to progress the new build has now recommenced which will include consultation with local residents."

### d) *HM Queen Elizabeth II Platinum Jubilee 2022*

There has been no response yet from the groups contacted about site for tree planting. There has also been contact from the Lord Lieutenant of Oxfordshire about activities for the weekend of 2<sup>nd</sup> to 5<sup>th</sup> June 2022. Details previously emailed and on pages 10 of the Clerk's briefing notes. For discussion.

### e) *Dog Poo Bin for end of Ham Lane*

This has been ordered from Ubico Ltd and an installation date is yet to be confirmed. WODC are doing a review and replacement exercise for all their rubbish and dog poo bins so this may have caused the delay. On behalf of WODC the clerk completed a 'bin' audit included in the Clerk's briefing notes on pages 11 to 14.

### f) *Anti-Social Behaviour*

There have been no reports of anti-social behaviour but there was an incident of a lorry crossing the corner of the war memorial site and taking out one of the posts. This was witnessed and the registration number taken. The incident has been reported to TVP, OCC Highways and WODC Planning Enforcement. The damaged post was removed and has been replaced at a cost of £117.

## 10. Correspondence

Clerk's Briefing Notes on Page 2.

## 11. PLANNING

### New planning applications

Documents emailed to councillors on the 29 July 2021 for perusal prior to the meeting also available at <https://www.westoxon.gov.uk/planning-and-building/planning-permission/view-planning-applications/>

<b>Reference</b>	<b>21/02262/HHD</b>
Alternative Reference	PP-09973226
Application Validated	Mon 28 Jun 2021
Address	47 Cote Road Aston Bampton Oxfordshire OX18 2DU
Proposal	Erection of detached outbuilding.
Status	Under consideration

### Update on Previous Planning Applications – For Information

None at time of agenda

## 12. New Business

### a) *Community Trust - Muga*

The Community Trust are making progress on the MUGA. At the last CT meeting it decided to get a consultant, A Parsons (former head of Parks and Green Spaces at Oxford City Council), involved to advise and run the procurement exercise for them. To enable this, they needed to approve some budget. They wish to request that the Parish Council cost share this initial step with the Community Trust, using some of the funds collected from the precept. They propose £1000 from PC and £1000 from CT. They will probably need more if they decide to use Mr Parson to manage other parts of the process. There is £34k in the reserve for this project.  
For Resolution.

### b) *Governance – Policies for Review*

The Standing Orders were reviewed in 2020 and are now due for review. There have been no updates or changes since the last review.  
The draft documents are on pages 15 to 38 of the clerk's briefing notes.

## 13. Community Trust

## 14. Parish Infrastructure

### a) *Village maintenance*

To identify any current maintenance work required. Remaining budget for 2021/22: £1,383. £117 spent on replacing the damaged post at the war memorial.

b) *Noticeboard for Cote*

The clerk has not had a response from SSEB but has had confirmation from the neighbouring house owner that they are happy for the noticeboard to be sited in front of the hedge by the allotments.

c) *Defibrillator for Chimney*

The sentry box work has been commissioned and initially planned to go ahead in September 2021.

**15. FINANCE**

a) *Account Balances—see Clerk’s Briefing Notes Page 39 (for information)*

b) SLCC Membership 2021-22

The clerk’s SLCC membership is due for renewal on 1 September 2021 at a cost of £112. Clerk’s briefing notes page 40. The clerk would ask for this to be covered by the council from the training budget of £500.00. For decision

c) *History Group Funding for Reprint of ‘A Parish History’*

For information only as funding previously agreed and the request is for £500 to print a further 100 copies. They have identified a suitable printer who is willing to reprint the book for a further 100 copies. The book’s sales have far exceeded our expectations so they feel that it would be reasonable to obtain some more stock in time for further sales and especially Christmas.

d) To RESOLVE to approve the following payments for the period August 21.

	NET	VAT	Gross Amount
Clerk’s expenses 395 x 7p/Microsoft Office £43.20/	63.62	7.20	70.85
SLCC Membership 2021-22 - Clerk	112.00		112.00
D Johnson – Recreation ground/War Memorial Inv 2175	442.00		442.00
History Group grant for reprint of 100 Parish History	500.00		500.00
Glasdons Invoice 3062099	4076.68	815.33	4892.01
<b>Total to be decided and approved</b>	<b>£ 5,194.30</b>	<b>£822.53</b>	<b>£6,016.83</b>
<b>Monthly Standing Orders</b>			
Clerk’s Salary	362.90		362.90
362.90WODC Dog Bin emptying Inv 33421268	20.17	4.03	24.20
HMRC PAYE	90.60		90.60
<b>Total SDOs</b>	<b>£473.67</b>	<b>£4.03</b>	<b>£477.70</b>
<b>Total</b>	<b>£5,667.97</b>	<b>£826.56</b>	<b>£ 6,494.53</b>

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