

AGENDA

The monthly Parish Council meeting followed by the monthly meeting of the Parish Council will be held on Thursday 5th October 2023, 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. 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 September 2023 – 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, 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.

7. WODC/OCC Matters

A brief update from the relevant WODC or OCC Councillor.

8. Matters Arising from Previous Meetings

a) WODC Local Plan 2041 – Consultation.

To finalise the Parish Council response to the consultation. Draft statement for Parish Council response is on page 3 of the briefing notes.

Agenda for Meeting on 5th October 2023

- b) *Neighbourhood Plan*
Briefing from the Chair on background and potential grants. For decision.
- c) *Traffic calming update and other traffic issues*
 - 20 mph – Parish Council requests for changes
 - Bridges at Beddles Turn and over Great Brook
- d) *Electronic Speed Signs*
No update from OCC Highways as OCC purchasing have not yet finalised supplier.
- e) *Footpaths/Treescaping*
Verbal update from A Chapman.
- f) *Asset Review and War Memorial Reinstatement Valuation*
Followed up but still no response from Harri-Stone Ltd.
- g) *Gate at St James Church – Coronation Commemoration*
There has been no response from the initial request to a local supplier and despite several emails/phone calls the clerk has been unable to progress this. Kelly's Iron Wrought Iron Work have been approached for a quote.
- h) *Cote Chapel*
No further news on the open day. We have had a request to disseminate a request for information.
- i) *Anti-Social Behaviour*
None at time of agenda.

9. Correspondence

Clerk's Briefing Notes on Page 2.

10. 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 | 23/02425/HHD |
| Alternative Reference | PP-12446305 |
| Application Validated | Tue 12 Sep 2023 |
| Address | 25 Foxwood Aston Bampton Oxfordshire OX18 2DZ |
| Proposal | Erection of a two-storey rear extension along with alterations to fenestration. |
| Status | Under consideration |

Update on Ongoing Planning Applications – For Information

- a) **Terra** – do we keep on agenda now appeal complete?
- b) **North Farm** – No news at time of agenda.
- c) **Hawthorns** – Concrete plinth broken up in early September waste not removed at time of agenda.
- d) **Marsh Furlong**.
- e) **Children's Home** – completion on target for end of October 2023.

- f) **St Joseph's Court** – Surface water and drainage. Thames Water have contacted the LPA (Aug 23) and no further update.

Update on Previous Planning Applications

| | |
|-----------------------|---|
| Reference | 23/01699/HHD |
| Alternative Reference | PP-12250436 |
| Application Validated | Mon 31 Jul 2023 |
| Address | 1 St Joseph's Court Bampton Road Aston OX18 2BU |
| Proposal | Erection of a summerhouse |
| Status | Decided |
| Decision | Approve |
| Decision Issued Date | Thu 14 Sep 2023 |

| | |
|-----------------------|---|
| Reference | 23/02139/HHD |
| Alternative Reference | PP-12366456 |
| Application Validated | Fri 18 Aug 2023 |
| Address | Carousel Cottage Bull Lane Aston Bampton OX18 2DN |
| Proposal | Construction of detached garage and office. |
| Status | Decided |
| Decision | Approve |
| Decision Issued Date | Fri 29 Sep 2023 |

11. New Business

a) *St James Church Grass Cutting Grant*

The letter and accounts to support a request for £570.00 towards the grass gutting of the churchyard are on pages 6 and 7 of the briefing notes. There is £700 in the budget for this.

12. Governance – Policies for Review – None this month.

13. Community Trust

14. Parish Infrastructure

a) *Village maintenance*

To identify any current maintenance work required. Budget remaining for 2023/24 is £1,445. Grass cutting in Foxwood – OCC have given an additional £2.97 to the annual grant for the small area that they accept as theirs. The remainder

15. FINANCE

a) *Account balances – see clerk's briefing notes page 8 (For Information)*

b) *Review of the Year-to-Date Financial Report*
Report on page 9 of the Clerk's briefing notes.

c) *Budget 2024-2025 – Projects*

At the November Parish Council meeting the clerk will present the first draft of the budget for 2024-25 so it would be ideal to have some thoughts for projects.

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d) *External Auditor Report and Certificate for 2022/23*

The Audited Return has now been received from the external auditors, Moore, and AGAR section 3; external auditor report has been issued with no concerns. The Parish Council now needs to formally approve and accept the audit certificate and the annual return. The report is on page 10 of the clerk's briefing notes.

e) *To RESOLVE to approve the following payments for the period October 23.*

| | NET | VAT | Gross Amount |
|---|------------------|----------------|------------------|
| Clerk's expenses 1023 x 7p/Microsoft £49.08 | 114.39 | 8.18 | 122.57 |
| D Johnson – Grass cutting and WM Maintenance/Bus shelter cleaning – Invoice - | 240.00 | | 240.00 |
| WODC –Grounds Maintenance Inv 3354347 | 369.01 | 73.80 | 442.81 |
| Moore – External Auditor – Invoice 319869 | 210.00 | 42.00 | 252.00 |
| St James Church Grass Cutting Grant | 570.00 | | 570.00 |
| Total to be decided and approved | £1,503.81 | £123.98 | £1,627.38 |
| | | | |
| Total of already paid | £0.00 | £0.00 | £0.00 |
| Monthly Standing Orders/DDs | | | |
| Clerk's Salary including WFH Allowance | 412.41 | | 412.41 |
| HMRC PAYE | 98.40 | | 98.40 |
| Total SDOs | £510.81 | £0.00 | £510.81 |
| Total | £2,014.21 | £123.98 | £2,138.19 |

16. **CONFIDENTIAL – RFO Role**

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 2nd November 2023, 7.30pm**
the monthly meeting of Parish Council