

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL

AGENDA

Please note: due to the current Covid-19 Coronavirus situation, the Parish Council will meet virtually via Zoom (<https://zoom.us/>) Meeting ID 861 6510 3730 as permitted in the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”)

Councillors: You are hereby summoned to attend the Monthly Meeting of the Parish Council to be held online at <https://us02web.zoom.us/j/86165103730?pwd=bWNKKONRXVjZXcvZGZkUWpCcJlQQT09> on Thursday 6 August 2020 at 7.30pm 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 2nd July 2020 – 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. Land to the East of Back Lane, Aston**

On 22 July 2020 the Chairman, Vice Chairman and Clerk attended a site meeting on the Whitehouse Farm field, accessed from Back Lane, at the invitation of OCC, Bluestone Planning and Beard Construction to discuss proposals for use of the site to build one dwelling as a home for looked after children in a family unit. Bluestone Planning and Beard

Construction representatives will be present to explain to council the background to this proposal and timelines.

8. WODC/OCC Matters

A brief update from the relevant WODC or OCC councillor.

9. Matters Arising from Previous Meetings

a) *Traffic Calming Update*

- S106 monies of £10k have now been received by the parish council.
- The automation of the 20mph signs outside Aston School have been programmed by OCC and the quote/invoice for £2452.88 plus VAT to be paid from the traffic calming reserve is on the payment list under Agenda Item 14??
- The quote request for white gates/signage has been placed with Glasdon's, Signway Supplies (Datchet) Ltd and David Ogilvie Engineering.
- The clerk has still not had anything from OCC officers of the request for a quote for the chicane by the village hall and the actions that now need to be taken to get this piece of work started so this was chased again on the 31st July.

b) *Prepared for the Worst – Technology Review*

Cloudy Group has been approached for a free review of the council's current technology and to provide a quote for comparison purposes. The clerk and a representative reviewed the hardware, software requirements, website and email provision currently in use on the 23rd June 2020. The quote from Cloudy Group is in the Clerk's Briefing notes on Pages 3-11. The original hardware/software quotes done by the clerk are also included for comparison. For discussion and decision.

c) *Community Response for COVID 19*

We have had two requests for assistance this month. The clerk will continue to arrange with volunteers any requests for the collection of pre ordered shopping and prescriptions.

d) *Bampton Meadows – Traffic Management Plan*

A response was received from WODC Officers on 22nd July and circulated to councillors. In summary OCC considered all options and the route over the Aston Hills and through Aston Square was deemed the best as all other safe route also passed through villages and schools. For Information as full response already circulated.

e) *Anti-Social Behaviour*

At the time of the agenda no reports have been received of anti-social behaviour.

10. Correspondence

Clerk's Briefing Notes on Page 2

11. PLANNING

New planning applications

Documents emailed to councillors on the 27th July for perusal prior to the meeting also available at <https://www.westoxon.gov.uk/planning-and-building/planning-permission/view-planning-applications/>

Reference	20/01929/HHD
Application Validated	Mon 06 Jul 2020
Address	Blythehale Cote Bampton Oxfordshire OX18 2EG
Proposal	Front and rear extensions
Status	Under consideration

Reference	20/01667/HHD
Application Validated	Mon 06 Jul 2020
Address	Western View Cottage Back Lane Aston Bampton OX18 2DQ
Proposal	Erection of rear conservatory.
Status	Under consideration

Update on Previous Planning Applications

Reference	20/01358/HHD
Alternative Reference	Not Available
Application Validated	Fri 15 May 2020
Address	Novita Cote Bampton Oxfordshire OX18 2EG
Proposal	Erection of a replacement garage
Status	Decided
Decision	Approve
Decision Issued Date	Wed 08 Jul 2020

12. New Business

a) *Small Grant Application – Aston Community Store CIC*

An application for the small grant scheme has been received on behalf of the Aston Community Store CIC. The application is for between £500 and £1000 though it should be noted that the Small Grant Scheme is usually limited to a maximum donation of £500 per applying organisation as the budget is £1,115. The application form is in the Clerk's Briefing Notes on pages

b) *Consultation on England's Economic Heartland's draft Transport Strategy*

Previously circulated by email on 20/07/2020 and details in the Clerk's Briefing notes on page 12. For discussion and decision on whether the parish council wants to make a joint response.

- c) *CPRE Oxfordshire Parish Council Members Survey Summer 2020*
CPRE would like to know if CPRE Oxfordshire could provide more support specifically for Parish Councils, enabling us to keep up to date with relevant issues, exchange information and best practice, and have a voice in the future of the Oxfordshire. The full survey is in the Clerk's Briefing Notes on pages 13-15. For discussion and decision on response.
- d) *WODC Consultation on Community Infrastructure Levy (CIL) Draft Charging Schedule*
The parish council has been invited to consult on the above schedule by the 21 August 2020. Full details can be found via the link shown.
<https://www.westoxon.gov.uk/planning-and-building/community-infrastructure-levy/community-infrastructure-levy-examination/>
For discussion and response.
- e) *WODC Affordable Housing Supplementary Planning Document (SPD)*
The parish council has been invited to consult on the above schedule by the 21 August 2020. Full details can be found via the link shown.
<https://www.westoxon.gov.uk/planning-and-building/planning-policy/supplementary-planning-documents/>
For discussion and response.

13. Community Trust

14. Parish Infrastructure

- a) *Village maintenance*
To identify any current maintenance work required. Budget for 2020/21: £1,500.
- b) *Defibrillator for Cote*
Southern Central Ambulance have supplied lots of information and suppliers for the defibrillator.
The power supply is going to be challenging and expensive. OCC are investigating this on behalf of the parish council but we will have to put in a new supply as the one that was disconnected had the cabling cut off at the pot and legally cannot be reused. Currently awaiting further information from OCC.
- c) *VE75 Bench*
The bench has been installed in St James, churchyard and the plaque commemorating VE/VJ day ordered.

15. FINANCE

- a) *Account Balances—see Clerk's Briefing Notes Page 23 (for information)*
- b) *1st Quarter Bank Reconciliation – See Clerk's Briefing Notes page 24*
For approval and signing.

- c) To RESOLVE to approve the following payments for the period 1 July 2020 to 31 July 2020

	NET	VAT	Gross Amount
Clerk's expenses – 269 sheets x 7p/ Zoom £14.39/	30.82	2.40	33.22
WODC - Grass Cutting Inv 33365810	963.94	192.79	1156.73
Des Johnson - Recreation Ground Grass Cutting – Inv 2055	170.00	0.00	170.00
Total to be decided and approved	£1,164.76	£195.19	£1,359.95
Monthly Standing Orders			
Clerk's Salary	318.48		318.48
WODC Dog Bin emptying Inv 33366003	19.95	3.99	23.94
HMRC Paye	75.00		75.00
Total SDOs	£413.43	£3.99	£417.42
Total	£1,578.19	£199.18	£1,777.37

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 3rd September 2020, 7.30pm
Monthly meeting of Parish Council