

# ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL

## AGENDA

The monthly meeting of the Parish Council will be held on  
Thursday 6<sup>th</sup> January 2022, at 7.30pm, in the meeting room at the Village Hall.  
Masks to be worn in 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 2<sup>nd</sup> December 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. Matters Arising from Previous Meetings**
  - a) Traffic Calming Update*

On page 3 of the Clerk's briefing notes is the proposed speed limit changes map (previously emailed). For discussion of any changes, omissions, or additions. For determination if the Parish Council wishes to proceed and fund the Traffic Regulation order @ £3,255. Finally does the Parish Council want an indicative cost for signage.

*b) North Farm Update*

The first delivery of the Stage 3 consultation (pages 4 to 8) was printed and delivered by the 18 December 2021. The cost of printing was £625 from Oxford Print Centre and the invoice is included on the payments for resolution. The available budget for North Farm is £5,000. Changes and amendments to the Stage 3 consultations to be discussed and finalised at this meeting before reprinting.

Reprinting could cost the same, £625.00, and the recommendation would be to use the same printer.

*c) Children's Home Update*

The letter from Bluestone Planning Ltd is in the clerk's briefing notes on pages 9 and 10. The full Planning Statement and, Design & Access Statements have been put on the website and were emailed to councillors separately.

For discussion and response to planning application under Agenda Item 10.

*d) HM Queen Elizabeth II Platinum Jubilee 2022*

No further update.

*e) Anti-Social Behaviour*

There have been no reports as at time of agenda.

**9. Correspondence**

Clerk's Briefing Notes on Page 2.

**10. PLANNING**

**New planning applications**

<b>Reference</b>	<b>21/04027/CM</b>
Alternative Reference	Not Available
Application Validated	Mon 13 Dec 2021
Address	Land East of Back Lane Aston Bampton Oxfordshire
Proposal	Construction of a single storey dwelling for use as a Children's Home with associated external works to form a new access on to Back Lane, associated landscaping, boundary treatment and car parking.
Status	Under consideration

**Update on Previous Planning Applications – For Information**

<b>Reference</b>	<b>21/03598/CLP</b>
Alternative Reference	PP-10356295
Application Validated	Wed 03 Nov 2021
Address	Spindrift 46 Bull Street Aston Bampton Oxfordshire OX18 2DT
Proposal and alterations)	Certificate of lawfulness (Erection of a single storey rear extension
Status	Decided
Decision	Approve
Decision Issued Date	Fri 17 Dec 2021

**11. New Business**

a) *OCC Budget Consultation 2022-23*

The consultation booklet is shown on pages 11 to 18 of the Clerk's Briefing Notes. The questions are not available other than through the online survey. For indicative response to allow clerk to complete survey.

b) *WODC Planning Services Parish Survey 2021*

The survey is on pages 19 to 22 of the Clerk's briefing notes. The Three questions for the Parish Council to respond to are:

- Are there any other features or facilities you would like to mention?
- What have been the biggest changes in the parish in the past 5 years?
- What does the Parish Council see as the largest challenges facing the parish currently and in the next 5 years?

c) *WODC Budget 2022-23 Consultation*

See pages 23 to 28 of the Clerk's Briefing Notes. For discussion and response if so decided.

**12. Governance – Policies for Review**

The reviewed London Bridge policy is on page 29 - 36 of the clerk's briefing notes.

- London Bridge – adopted in 2019

**13. Community Trust**

**14. Parish Infrastructure**

a) *Village maintenance*

To identify any current maintenance work required. Remaining budget for 2021/22: £1,233.

**15. FINANCE**

a) *Account Balances—see Clerk's Briefing Notes Page 37 (for information)*

b) *Review of the Year-to-Date Financial Report*

Report on page 38 of the clerk's briefing notes.

Agenda for Meeting on 6 January 2022

c) To RESOLVE to approve the following payments for the period December 21.

	NET	VAT	Gross Amount
Clerk's expenses 382 x 7p/Microsoft Office £43.20/Working from Home £18.00	80.74	7.20	87.94
D Johnson – Invoice			
Oxford Print Centre – Invoice No ? North Farm Consultations	625.00		625.00
Mr I Dunstan – Chimney Defib Shelter – Invoice 6/12/2021 (already paid)	895.00		895.00
M Stewart – Christmas Tree – Invoice 3457 (already paid)	80.00		80.00
<b>Total to be decided and approved</b>	<b>£1,680.74</b>	<b>£7.20</b>	<b>£1,687.94</b>
<b>Monthly Standing Orders</b>			
Clerk's Salary	362.90		362.90
WODC Dog Bin emptying Inv 33448056	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>£2,154.41</b>	<b>£11.23</b>	<b>£2,165.64</b>

**16. CONFIDENTIAL ITEM 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.

**17. Confidential – Clerk's Hours and Appraisal**

**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)**

**20. Date of next meeting: Thursday 3<sup>rd</sup> February 2022, 7.30pm**  
the Monthly meeting of Parish Council