

## **AGENDA**

**The monthly meeting of the Parish Council will be held on  
Thursday 6<sup>th</sup> October 2022, 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](mailto:clerk@astonoxon-pc.gov.uk). Please note item 6 on the agenda about Public Representation.

*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> September 2022 – 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) *Traffic Calming Update*

The decisions meeting at OCC is on the 13<sup>th</sup> October where objections and a summary of responses will be reported before the decision is made. There were 68 responses to the consultation of which 31 objected, 25 supported, 6 had concerns and 6 gave no opinion.

b) *HM Queen Elizabeth II Platinum Jubilee 2022*

To discuss ordering of trees and Community Trust's plans for planting.

c) *MyVision Oxfordshire – Grant Request*

Council requested more information about parish use of the service and G Ball will report back. Details in the clerk's briefing notes, pages 3 -4. For decision and resolution.

d) *Anti-Social Behaviour*

7<sup>th</sup> September 2022 there were 3 children in a garden that backs on to Bull Street. They were unrepentant initially and ran away. Subsequently the older child did come back and apologise. This has been officially reported to TVP.

## 9. Correspondence

Clerk's Briefing Notes on Page 2.

## 10. PLANNING

### **New planning applications - None**

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/>

### **Update on Ongoing Planning Applications – For Information**

a) **North Farm** – no update.

b) **Hawthorns** – The chairman had a useful discussion with the WODC enforcement officer who has had a response from Matthew Homes Planning and Design Officer. They accept that the fence was not in the plan (and that it is not permitted development anyway), but claim it is essential for security reasons and to have now submitted a retrospective application (not live at time of agenda). Next stage is a site visit which the chairman will attend. 'Material harm' is being caused to the appearance of the Conservation Area and also makes a mockery of the landscaping completed within. The fence must be removed completely or (at the very most) replaced by a paddock-style fence more in keeping with nearby fields. Hedging must be replaced (to the NW) and completed (to the SE), collapsed stock fencing must be removed. The remaining compound infrastructure must be removed asap.

c) **Marsh Furlough** – no further update.

- d) **Terra – 22/00986/FUL** revised application submitted on 20.9.2022 with details from the website being emailed to councillors on 24<sup>th</sup> September by the clerk. The consultation date is the 11<sup>th</sup> October, and the clerk has requested an extension but as of the agenda has not had confirmation. **For response**
- e) **Children’s Home** – Archaeological investigations 3<sup>rd</sup> to 6<sup>th</sup> October with site visits being offered to councillors and residents – put on website on 24<sup>th</sup> September. Final Traffic management plan received on 12<sup>th</sup> September and emailed to councillors.

### Update on Previous Planning Applications

**Reference** 22/01781/HHD  
Reference 22/02331/PDET28  
Alternative Reference PP-11481657  
Application Validated Wed 17 Aug 2022  
Address Chimney Meadows Nature Reserve Chimney  
Proposal Erection of agricultural building for the storage of fodder and farm machinery.  
Status Decided  
Decision Prior Approval Required  
Decision Issued Date Tue 20 Sep 2022

**Reference** 22/02210/CLP  
Alternative Reference Not Available  
Application Validated Fri 05 Aug 2022  
Address Manor Farmhouse Woodbridge Close Aston OX18 2DB  
Proposal Certificate of Lawfulness (to allow installation of solar sculptures on part of amenity land).  
Status Withdrawn  
Decision Application Withdrawn  
Decision Issued Date Tue 20 Sep 2022

**Reference** 22/02062/HHD  
Alternative Reference Not Available  
Application Validated Mon 25 Jul 2022  
Address 4 St Josephs Court Bampton Road Aston OX18 2BU  
Proposal Erection of a garden shed  
Status Decided  
Decision Approve  
Decision Issued Date Mon 12 Sep 2022

### 11. New Business

- a) *Consultation on Main Modifications to Submission Draft Salt Cross Garden Village Area Action Plan (AAP).*  
The stakeholder letter is on page 5-6 of the clerk’s briefing notes. For decision on response.

*b) Royal British Legion Poppy Appeal – Parish Council donation*

To decide on the donation to the Appeal to be given by the Parish Council (which will also cover the cost of the wreath):

Total donation in budget: £150; donation paid in 21/22: £150

R Jones previously has ordered and will delivered the wreath to the clerk previously so will ask if that is okay again for this year.

For decision and resolution.

*c) Website Review*

There have been several companies contacting the Parish Council with respect to providing website hosting and design services. To discuss if this is something councillors want to investigate or if they are content with the existing site.

**12. Governance – None this month**

**13. Community Trust**

**14. Parish Infrastructure**

*a) Village maintenance*

To identify any current maintenance work required. Remaining budget for 2022/23: £1,500.

*b) Bins*

WODC have provided a summary of the Waste Bin Placement and Renewal Programme which has now been completed. They have provided new links for contacts at WODC for bins and a charging schedule. Full details are on pages 7-8 of the clerk's briefing notes. Current bin emptying costs for 22-23 are £290.40 per year (£24.20 per month) plus the Great Brook bin which is £200.30 per year. WODC have reviewed how they identify bins that they will pay for the emptying off, and this means for the parish that the ones on the recreation ground are no longer covered, the one on the Great Brook Road and the one by Cote allotments. The new charges are £8.37 per bin per week which makes the total cost for the year £3,047.68. This is an increase of 621%. The clerk has asked for further details on when the parishes were told of these explicit changes.

*c) Asset Check*

Report from J Ordish.

**15. FINANCE**

*a) Account Balances—see Clerk's Briefing Notes Page 11. (for information)*

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

Report on page 22 of the Clerk's briefing notes.

*c) Budget 2023-2024 – Projects*

At the November Parish Council meeting the clerk will present the first draft of the budget for 2023-24 so it would be ideal to have some thoughts for projects.

d) *External Auditor Report and Certificate for 2021/22*

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 13 and 14 of the clerk's briefing notes.

e) *Bank Reconciliation to 30 September 2022*

See the clerk's briefing notes page 15. For resolution.

f) *Aston Youth FC Grant Application*

A grant request for £500 from the small grants pots towards the £3,000 cost of a set of 21x7ft portable goals for the u13/u14 group to help with transition from 9asdie goals to full size adult goals. Application form on pages 15 to 23.

g) *To RESOLVE to approve the following payments for the period October 22.*

	NET	VAT	Gross Amount
Clerk's expenses 270 x 7p/Microsoft Office £45.64/Norton £64.99/	109.06	18.03	127.09
Des Johnson Inv 2316 War Memorial/Recreation ground – 2 cuts.	210.00	0.00	210.00
WODC Dog Bin Emptying – Invoice 3349285X	20.17	4.03	24.20
WODC Grounds Maintenance Inv 33492493	335.46	67.09	402.55
Ubico – Great Brook Dog Bin emptying – Inv 60055216	83.46	16.69	100.15
Moore – External Audit Inv 313402	200.00	40.00	240.00
<b>Total to be decided and approved</b>	<b>£958.15</b>	<b>£145.84</b>	<b>£1103.99</b>
<b>Monthly Standing Orders/DDs</b>			
Clerk's Salary including WFH Allowance	387.16		387.16
HMRC PAYE	92.20		92.20
Freeola – Domain Renewal	60.00	12.00	72.00
<b>Total SDOs</b>	<b>£539.36</b>	<b>£12.00</b>	<b>£551.36</b>
<b>Total</b>	<b>£1,497.51</b>	<b>£157.84</b>	<b>£1,655.35</b>

**16. Parish Councillors' reports from meetings attended since last meeting.**

WODC Shaping the Future – 6.30pm at Carterton Community Centre – G Ball  
 Thames Water Open Day – 9<sup>th</sup> September – R Anstee  
 WODC Code of Conduct Training – Online on 30<sup>th</sup> September at 10am - Clerk

**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 10<sup>th</sup> November 2022, 7.30pm**  
 the Monthly meeting of Parish Council