

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 **835 2129 9695** 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/83521299695?pwd=M1g0NG9lV2xFVmdnZHFHdjdmSHdDUT09> on Thursday 7 January 2021 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 3rd December 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. WODC/OCC Matters

A brief update from the relevant WODC or OCC councillor.

8. Matters Arising from Previous Meetings

a) *Traffic Calming Update*

- The Square, Aston – The meeting held in November 2020 with OCC Officer, Cllr C Mathew and members of the Parish Council looked at several options. The OCC officer was asked to put together a proposal of what could be done for review by the Parish Council which will be available for the February monthly meeting.
- Following the installation of the gate on the entrance to Aston from the mile there have been 2 requests for the 30mph sign to be moved in line with the gate and the end of St James Court development as a natural conclusion. The request for details on how to apply for this is with OCC officers.
- Another request has been received for the two electronic 30 mph signs to be larger and more prominently displayed on North Street and Cote Road.
- The remaining funds for traffic calming are £10,184.00.

For discussion and decision.

b) *Future of North Farm*

Update from the chairman and feedback report as at 30th December 2020 on pages 3 to 6 of the Clerk's Briefing Notes.

c) *Land to the East of Back Lane*

OCC have paused their work on this new build to review the original business case and ensure that it meets the current needs of children they care for. They anticipate that this review will conclude during January, whereby they will be able to provide a further update.

d) *Anti-Social Behaviour*

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

9. Correspondence

Clerk's Briefing Notes on Page 2.

10. PLANNING

New planning applications

Documents emailed to councillors on the 30th December 2020 for perusal prior to the meeting also available at <https://www.westoxon.gov.uk/planning-and-building/planning-permission/view-planning-applications/>

Reference	20/03178/HHD
Alternative Reference	PP-09255997
Application Validated	Thu 19 Nov 2020
Address	The Old Coach House Bull Lane Aston Bampton OX18 2DT
Proposal	Rear extension, 2 new dormers and replacement garage.
Status	Under consideration

Reference	20/03177/FUL
Alternative	Reference PP-09229676
Application Validated	Thu 19 Nov 2020
Address	Aston Repair Depot The Square Aston Bampton OX18 2DL
Proposal	Erection of two dwellings, formation of vehicular access and associated parking. Demolition of existing garage.
Status	Under consideration

Update on Previous Planning Applications

Reference	20/00665/CND
Alternative Reference	PP-08559931
Application Validated	Thu 19 Mar 2020
Address	St Josephs Court Bampton Road Aston Bampton
Proposal	Discharge of Conditions 3 (Sample Panel), 4 (Roof Materials), 5 (Window Details), 7 (Boundary Treatments), 8 (Bat and Bird Boxes), 9 (Landscaping) and 11 (Surface Water Drainage) with all other conditions noted of planning permission 19/03376/FUL.
Status	Decided
Decision	Approve
Decision Issued Date	Wed 16 Dec 2020

11. New Business

a) Aston and Cote Community Trust

For initial discussion about achieving economies of scale for ground maintenance contracts and if in the future the Parish Council should work with the churches, Community Trust and management companies such as Cottsway and Sovereign Housing to achieve these.

b) Annual Parish Meeting 2021

This is a meeting of the parish and not a Parish Council meeting. It is a legal requirement and must take place between 1 March and 1 June (inclusive). The Annual Parish Council meeting will be on 6 May 2021 and it was decided after the Annual Parish Meeting in 2019 that it should be before this. Mondays are the most available days for the Village Hall so to avoid bank holidays the 12th, 19th or 26th April are suggested. To discuss date for the Annual Parish Meeting 2021 and potential invitees to speak.

c) Aston Football Club Small Grant Funding Request

On pages 7 to 11 of the Clerk's briefing notes is the Letter and accounts for Aston Football Club. The club is requesting £500 towards the purchase of new goalposts which will cost £2,900.00. There is £615 available in the Small Grants pot. For decision and resolution.

12. Community Trust

13. Parish Infrastructure

a) Village maintenance

To identify any current maintenance work required. Remaining budget for 2020/21: £1,385.

The bench being organised by the community has been ordered and is to be sited by the wall, opposite Waites Close on Bull Street. The quote for installation is £64 plus materials and VAT.

b) Allotments

There has been no response from the allotment secretary following the Clerk's invitation for a meeting, so a second request has been sent.

c) Defibrillator in Cote Telephone Box

This has been ordered from CHF and installation requested. The total cost is £2255 plus VAT. An application for £750 towards this project from the County Councillor's Priority Fund was submitted in December. The original budget set was £3500 and if the CPF grant is received the Parish Council would be able to afford a second defibrillator which could be located in Chimney if a suitable site can be identified. For discussion.

14. FINANCE

a) Account Balances—see Clerk's Briefing Notes Page 12 (for information)

b) Bank Reconciliation as at 31 December 2020 – see Clerk's Briefing Notes page 13
For approval and signing.

c) Internal Auditor 2021

Appointment of Internal Auditor for 2020/21 - Mr N Hoskins has been the internal auditor so council needs to decide if they wish to ask him again for 2020/21. For decision.

d) To RESOLVE to approve the following payments for the period December 2020

	NET	VAT	Gross Amount
Clerk's expenses – 213sheets x 7p/ Zoom £14.39/ Microsoft Office Nov & Dec 2 x £36.48	87.70	14.56	102.26
Aston Football Club Grant Request	500.00		500.00
Grounds Maintenance Sept 20 – Invoice 33389554	357.49	71.50	428.99
Grounds Maintenance Oct 20 – Invoice 3338968X	582.33	116.47	698.80
Smith of Derby – Inv 0000116703	150.00	30.00	180.00
Total to be decided and approved	£1,677.52	£232.53	£1,910.05
Monthly Standing Orders			
Clerk's Salary	325.92		325.92
WODC Dog Bin emptying Inv 33392101	19.95	3.99	23.94
HMRC PAYE	76.80		76.80
Total SDOs	£422.67	£3.99	£426.66
Total	£2,100.19	£236.52	£2,336.71

15. 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. Clerk's pay review for 2021/22 – see report in Clerk's Briefing Notes pages 15 to 16.

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 4th February 2021, 7.30pm

Monthly meeting of Parish Council