

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL



AGENDA

**The Annual Parish Council meeting followed by the monthly meeting of the Parish Council
will be held on**

Thursday 7th September 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 3rd August 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) Leisure and Projects Officer for WODC

Nicky Melling will attend the meeting and talk about her role supporting communities with projects focusing on leisure and recreation.

b) WODC Local Plan 2041 – Consultation.

To complete discussion from 31st August focusing on the section, 'The Future Pattern of Development in West Oxfordshire' and draft response from Parish Council. Finalise format for public meeting on the 20th September. Information on pages 3 to 6 of the briefing notes.

c) Neighbourhood Plan

To discuss the potential for the creation of a neighbourhood plan for the parish. On pages 7 to 8 of the briefing notes there is a short summary and the relevant links for the detail of the process.

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

A quote has been requested from Harris Stone Ltd.

g) Cote Chapel

No further news on the open day. As requested, the HCT has provided the latest audited accounts. These show that the repair and maintenance costs for Cote Chapel in 2022 were £4,042.

h) 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	23/02139/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	Under consideration

Reference	23/01820/RES
Alternative Reference	21/0209/OUT
Application Validated	Tue 22 Aug 2023
Address	Land Parcel to The North of Aston, North Street, Aston
Proposal	Erection of an agricultural worker's dwelling.
Status	Under consideration

Reference	23/01699/HHD
Alternative Reference	Not Available
Application Validated	Thu 3 Aug 2023
Address	1 St Joseph's Court, Bampton Road Aston, Bampton
Proposal	Erection of a summerhouse.
Status	Under consideration

Oxfordshire County Council Planning Consultations all relating to the Children's Home, Back Lane, Aston. Links to planning portal emailed to councillors for perusal prior to the meeting.

OCC ref: R3.0106/23 - Application by Oxfordshire County Council, for: Non-material amendment to permission R3.0149/21 (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.) without complying with condition 1, in order to reduce the size of bin store, change roof material of bin store, remove bin store near plant room and add additional fencing adjacent to hardstanding at Land at Home Farm, Back Lane, Aston, Bampton, OX18 2DQ.

OCC ref: R3.0105/23 - Details pursuant to Condition 10 (Travel Plan) of planning permission no. (R3.0149/21) at Land at Home Farm, Back Lane, Aston, Bampton, OX18 2DQ.

OCC ref: R3.0104/23 - Details pursuant to Condition 8 (Access and Parking) of planning permission no. (R3.0149/21) at Land at Home Farm, Back Lane, Aston, Bampton, OX18 2DQ.

OCC ref: R3.0103/23 - Details pursuant to Condition 7 (Landscaping) of planning permission no. (R3.0149/21) at Land at Home Farm, Back Lane, Aston, Bampton, OX18 2DQ.

OCC ref: R3.0102/23 - Details pursuant to Condition 4 (CCTV and External Lighting) of planning permission no. (R3.0149/21) at Land at Home Farm, Back Lane, Aston, Bampton, OX18 2DQ

Update on Ongoing Planning Applications – For Information

- a) **Terra** – verbal report from Chair.
- b) **North Farm** – No news at time of agenda.
- c) **Hawthorns** – The concrete plinth is scheduled to be removed by the end of the summer, 22 September 2023.
- d) **Marsh Furlong**.
- e) **Children's Home** – completion on target for end of October 2023. Back Lane is due to be closed from 4 to 22 September for utility installation.

Update on Previous Planning Applications

Reference	23/01508/HHD
Alternative Reference	Not Available
Application Validated	Wed 05 Jul 2023
Address	21 Pound Field Road Aston OX18 2FR
Proposal	Proposed windows to ground floor and first floor, addition of garage door, erection of a greenhouse, replacement fencing and lighting lampposts (part retrospective)
Status	Decided
Decision	Approve
Decision Issued Date	Fri 18 Aug 2023

Reference	23/01155/HHD
Alternative Reference	Not Available
Application Validated	Fri 16 Jun 2023
Address	16 Cote Road Aston Bampton Oxfordshire OX18 2DX
Proposal	Proposed single storey rear extension.
Status	Decided
Decision	Approve
Decision Issued Date	Fri 04 Aug 2023

Reference	23/00948/FUL
Alternative Reference	PP-12061580
Application Validated	Tue 02 May 2023
Address	Playing Field Cote Road Aston OX18 2DU.
Proposal	Proposed floodlit Multi Use Games Area (MUGA) on land adjacent to an existing basketball practice area at the Aston and Cote Recreation Ground (revised plans)
Status	Withdrawn
Decision	Application Withdrawn
Decision Issued Date	Fri 18 Aug 2023

11. New Business

- a) *Grant Request – Citizen Advice Bureau*
A request for grant funding has been received from the CAB and the letter with accounts is on pages 10 to 15 of the briefing notes. There is £500 in the budget to support this application. For decision and resolution.

b) OCC - EV Microhubs Expression of Interest

OCC has opened an 'Expressions of Interest' for grant funding of Electric Vehicle charging points. Letter is on page 9 of the briefing notes.

c) Community Emergency Plan (CEP) – update for 2023

Draft document emailed to councillors with meeting papers showing updated information. For discussion and review.

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. To consider the use of South Central Probation unpaid work (community payback) survey and the possibility of using them to carry out some of the village maintenance such as clearing the weeds in the road gutters, cleaning signs and cutting back vegetation. Details on page 16 of the briefing notes.

15. FINANCE

a) Account balances – see clerk's briefing notes page 17 (For Information)

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

Report on page 18 of the Clerk's briefing notes.

c) To RESOLVE to approve the following payments for the period September 23.

	NET	VAT	Gross Amount
Clerk's expenses 692 x 7p/Microsoft £49.08/H&S Poster £11.99/Norton Renewal £64.99	152.50	22.00	174.50
D Johnson – Grass cutting and WM Maintenance/Bus shelter cleaning – Invoice - 2405	240.00		240.00
WODC –Grounds Maintenance Inv 33533273	369.01	73.80	442.81
WODC – Bin Emptying Inv 33532721	652.86	130.57	783.43
Total to be decided and approved	£1,414.37	£226.37	£1,640.74
Freeola (Domain Renewal) DD - 41064790	30.93	6.19	37.12
Total of already paid	£30.93	£6.19	£37.12
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	£1,956.11	£232.56	£2,188.67

16. CONFIDENTIAL – Grounds Maintenance Tender 2024 to 2026

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 5th October 2023, 7.30pm
the monthly meeting of Parish Council