

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL MEETING HELD ON
Thursday 19 May 2022 at the Village Hall, Aston, AT 7.30 pm**

Members Russell La Forte (Chairman)

Present: Paul Sparrowhawk

Alex Chapman

Gill Ball

In Attendance: Elaine Anstee – Clerk
Lysette Nicholls – WODC (left at 20.00 hours)
Charlie Maynard - WODC
15 members of the public

1. Apologies from Members: There were apologies from John Ordish.

2. Annual Parish Council Meeting

a) Election of Chairperson

This item was chaired by R La Forte, outgoing Chairman.

There were no expressions of interest to act as Chairperson for the new council year and R La Forte indicated his willingness to continue as Chairman for the year. He was proposed by G Ball, seconded by P Sparrowhawk and unanimously so elected.

R La Forte signed the Acceptance of Office form.

R La Forte then continued as Chairman of the meeting.

The remaining appointments and roles were deferred to the meeting on the 7th of July to allow time for the co-option into the 2 councillor vacancies.

3. Minutes of the previous meetings of the Parish Council on 7th April 2022 were agreed as a true record and it was RESOLVED as proposed by R La Forte and seconded by G Ball, with all in agreement, that the meeting Chairman signs them.

4. Parish Councillors - Disclosure of interests on agenda items – R La Forte declared that he is a trustee on the Community Trust in relevance to agenda item 15 and 11e.

5. Planning Application 22/00986/FUL

It was RESOLVED as proposed by R La Forte and seconded by P Sparrowhawk, with all in agreement, to move the planning application 22/00986/FUL forward on the agenda to allow the public present to comment under Public Participation.

Reference 22/00986/FUL

Alternative Reference PP-11156750

Application Validated Thu 07 Apr 2022

Address Land North of Cote Road Cote Road Aston Oxfordshire

Proposal Erection of 40 new dwellings with the provision of a new access and associated works and landscaping

Status Under consideration

The councillors discussed the information provided in the clerk's briefing notes and decided to structure the response based on Policy – NPP and WODC Local Plan 2031/ Sustainability – focusing on 23% development already endured, sewage issues, transport/Precedent – already refused at appeal in 2018, Children's Home and 2 other single homes refused by WODC.

6. Meeting Open for Public Participation

Two members of the public gave clear and detailed representation of objections to the planning application 22/00986/FUL.

7. WODC/OCC Matters

Lysette Nicholls (WODC) congratulated C Maynard on his election as WODC Councillor. WODC is now an alliance of the Liberal Democrat, Labour and Green groups called the 'West Oxfordshire Alliance'.

Thames Water issues continue to be challenged and Lysette will continue her work on this. There is a competition for children to design a poster for the Women's Tour - [The Women's Tour | West Oxfordshire launch final stage start flag competition \(womenstour.co.uk\)](https://www.womenstour.co.uk). Clerk was asked to make sure the primary school knew.

The replacement bins and the issues the parish has had should be on the snagging list for this project now and the amendments could be seen by the end of the month.

Charlie Maynard introduced himself and confirmed that he would be on the Lowlands Planning Committee with Lysette as well as the 3 scrutiny committees at WODC.

8. Matters Arising from Previous Meetings

a) North Farm Update

There has been no further update and OCC /Bluestone Planning have put in a complaint to WODC as they had been told they would have a response by 31 March 2022.

b) Traffic Calming Update

The 20 mph options are now on the OCC list under their new framework and including the extensions. The other requests are being managed separately but there have been no further updates.

c) HM Queen Elizabeth II Platinum Jubilee 2022

Bunting will be put up around the parish on 30th May 2022 by the fete committee working with the Aston School. R La Forte suggested that the Parish Council should send a letter of congratulation to Her Majesty the Queen, and this was agreed. The parish Council are still looking for an area to plant 7 trees, one for each decade of Her Majesty the Queen's reign.

d) Defibrillators

The new box for the village hall defibrillator is due by the end of June and the defibrillator for Chimney should arrive by the middle of June. There are still delays in the supply of electronic components need to produce these items.

e) Maintenance Grant Request for the upkeep of the play areas at the Community Trust

It was RESOLVED as proposed by R La Forte and second by G Ball, with all in agreement, to award the Community Trust £750.00 in respect of the 21-22 grant and in payment towards play safety checks, Wickstead maintenance and Hoskins Horticulture.

f) Parish Council Logo

There have been no designs received.

g) Trustee for Bampton Education Trust

It was RESOLVED to appoint G Ball as trustee to the Bampton Education Trust as proposed by R La Forte, seconded by P Sparrowhawk, with all in agreement.

*h) Anti-Social Behaviour
No report.*

9. Planning

New Planning Applications

Reference	22/00938/HHD
Alternative Reference	PP-11162853
Application Validated	Mon 11 Apr 2022
Address	The Old Coach House Bull Lane Aston Bampton OX18 2DT
Proposal	Demolish existing prefab garage, erection of detached pitched roof garage and garden room
Status	Under consideration

Current building not appropriate and in poor condition/ parking implications but appears to be a similar footprint – in keeping and traditional materials
No objection – normal objections on sewage and parking.

Update on Previous Planning Applications – For Information

Reference	22/00667/CLP
Alternative Reference	PP-10320753

Application Validated Mon 07 Mar 2022
Address Wishing Well House Bull Street Aston Bampton OX18 2DT
Proposal Certificate of lawfulness (erection of replacement summer house and refurbishment of first floor of existing garage)
Status Decided
Decision Approve
Decision Issued Date Thu 05 May 2022

Reference 22/00908/CND
Alternative Reference Not Available
Application Validated Wed 30 Mar 2022
Address Cote Farm Barn Cote Bampton Oxfordshire OX18 2EG
Proposal Discharge of conditions 5 (sample of external walls) and 6 (roof sample) of planning permission 20/00067/HHD
Status Decided
Decision Approve
Decision Issued Date Wed 20 Apr 2022

Reference 22/00705/HHD
Alternative Reference Not Available
Application Validated Mon 21 Mar 2022
Address Farm View Back Lane Aston Bampton Oxfordshire OX18 2DQ
Proposal Construction of detached carport and storage building.
Status Decided
Decision Approve
Decision Issued Date Fri 29 Apr 2022

Hawthorns – the WODC enforcement officer has confirmed he has contacted the developer as the fence along Bull Street needs planning permission and to clarify when the path tarmacking, repair to damaged verges at the front of the site and footpath connect to Saxel Close will be actioned.

Ground works etc were still out to tender 3 weeks ago.

10. New Business

a) Electric Vehicle Charging Points – OCC

The Parish Council reviewed the questionnaire but most of it did not apply but the Parish Council wanted to acknowledge that if it had the opportunity, it would support the installation of electric charging points.

11. Governance – Policies for Review – None

12. Community Trust

The AGM will be held at the village hall on the 15th of June 2022 at 7.30pm. All are welcome. The Constitution review is progressing well.

13. Parish Infrastructure

a) Village maintenance

The grass that is the responsibility of Cottsway, in Foxwood, is not being cut along the road but is in the fenced area between Foxwood and Foxwood Close. Clerk to write to Cottsway and ask why the policy change and affirm that they should be leaving the fenced spaced unmown and mow the road edges.

14. FINANCE

a) Account Balances – noted.

b) Insurance Renewal

It was RESOLVED as proposed by R La Forte, seconded by G Ball, with all in agreement to renew the insurance with BHIB Ltd for £382.37.

c) Receipts and Payments Account to 31 March 2022

It was RESOLVED to receive and approve the accounts for the year ended 31 March 2022 as proposed by R La Forte and seconded by P Sparrowhawk, with all in agreement.

d) Annual Governance Statement – Section 1 of the Annual Return

The Statement for completion by the Parish Council and a report by the Clerk had been circulated in the Clerk's Briefing Notes. The Council reviewed the statements to be made and confirmed that the answer in each case was "Yes." RESOLVED as proposed by R La Forte, seconded by G Ball with all in agreement.

e) Accounts for year ended 31 March 2022 – Section 2 of the Annual Return

It was unanimously RESOLVED to approve the return covering the financial accounts in Section 2 of the Local Councils Annual Return to the external auditors as proposed by R La Forte and seconded by P Sparrowhawk.

f) Internal Audit for 2020/21

The internal auditor has inspected the accounts and governance of the Parish Council completing page 3 of the AGAR. He has raised concerns about the amount in reserves being held by the Parish Council. The Recreation Reserve is of particular note as this is 45% of the total Parish Council holdings and was raised for a specific purpose being the MUGA at the Community Trust. This has been held in full since 2016.

g) Change of Signatories

This was deferred to the July meeting to allow for the co-option into the two vacancies.

- h) It was RESOLVED as proposed by R La Forte and seconded by P Sparrowhawk with all in agreement to approve the following payments for the period May 2022.

	NET	VAT	Gross Amount
Clerk's expenses 378 x 7p/Microsoft Office £43.20/	62.46	7.20	69.66
BHIB Insurance 22-23	341.40	40.97	382.37
Des Johnson Invoice 2265 (Paid 9.5.22)	230.00		230.00
DF Williams LTD Inv 108746 (Paid 9.5.22)	134.68	26.94	161.62
WODC Inv 33467015 – Grass cutting (Paid 9.5.22)	319.49	63.90	383.90
Total to be decided and approved	£1,088.03	£139.01	£1,227.55
Monthly Standing Orders			
Clerk's Salary including WFH Allowance	387.16		387.16
WODC Dog Bin emptying Inv – Cancelled			
HMRC PAYE	92.20		92.20
Total SDOs	£479.36	£0.00	£479.36
Total	£1,567.39	£139.01	£1,706.91

15. Co-Option – 2 Vacancies

There were 3 expressions of interest in co-option to the Parish Council.

It was RESOLVED as proposed to co-opt B Lings as proposed by P Sparrowhawk, seconded by G Ball, with all in agreement.

Of the remaining two one was unknown to the council and will be invite for an informal interview before the next Parish Council meeting on the 7th of July 2022. Following this the decision on co-option for the remaining seat will be made.

16. Parish Councillors' reports from meetings attended since last meeting – None.

17. Matters arising since publication of agenda/

Matters which Councillors may wish to raise for inclusion on next agenda.

None

18. Date of next meeting:

Thursday 7th July 2022 at 7.30pm –Monthly meeting of Parish Council

Meeting closed at 21.43pm.

Signed.....Dated.....