

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL MEETING HELD ON  
Thursday 1<sup>st</sup> August 2024 at the Village Hall, Aston, at 7.30pm**

**Members** Russell La Forte (Chair)  
**Present:** J Ordish  
G Ball  
R Anstee  
P Sparrowhawk

**In Attendance:** Elaine Anstee – Clerk  
6 members of the public

- 1. Apologies from Members:** There were apologies from B Lings.
- 2. Parish Councillors - Disclosure of interests on agenda items** – R La Forte and P Sparrowhawk declared a nonpecuniary interest in Agenda Item 12 as they are trustees.
- 3. Minutes of the previous meetings** of the Parish Council on 4<sup>th</sup> July 2024 were agreed and it was RESOLVED as proposed by P Sparrowhawk, seconded by J Ordish, with all in agreement, that the meeting Chair signs them.

**4. Meeting Open for Public Participation**

It was advised that an Augur had ben sourced for the installation of the data loggers and that locations had been identified with the owner’s permission.

**5. WODC/OCC Matters**

Apologies received from OCC Cllr D Levy and WODC Cllrs C Maynard and S Cosier. Written reports submitted are in the appendices to these minutes.

**6. Matters Arising from Previous Meetings**

*a) Quick updates:*

- *Electronic Speed Signs* – request for replacement of the two existing and quote for new one for Bampton Road submitted and chased on 30<sup>th</sup> May.
- *Cote Chapel* – no update
- *Gate at St James Church* – RFO and JO – two names and he will chase up tomorrow.
- *Footpaths/Treescapes* – No update.
- *Thames Water* – despite being chased still awaiting report from flow monitors due end of April 2024/pumping station at back of Marsh Furlong and works at St Joseph’s Court (October 2024). Chase again
- *Traffic Calming* – deferred until VAS installed and effects analysed.

*b) Neighbourhood Plan*  
No update.

Minutes of the Parish Council meeting held on Thursday 1<sup>st</sup> August 2024

c) *Data Logger and Flood Grant - OCC*

Grant confirmed at £5,000 though quote came in cheaper than thought. Purchase order sent to OTT Hydro Met on 13th July 2024, and a delivery date of 4<sup>th</sup> September has been advised. Clerk to sign grant acceptance form and return to OCC.

d) *Defibrillators*

- Brier Furlong – Living Space/Stonewater will fund the purchase of and installation of a defibrillator and the siting at the Aston Pottery has been agreed with the owner.
- Defibrillator box for Aston and Cote School was RSOLVED for purchase from Defib Safe at a cost of £460 as proposed by R La Forte, seconded by P Sparrowhawk, with all in agreement. Before the purchase is made the clerk to ask the school for the precise location, if it to have power and if not thermal jacket to be added to the order.
- For the September meeting to include the replacement of the Aston Depot Garage defibrillator.

e) *Anti-Social Behaviour*

There has been reports of exercise classes at the village hall being disrupted by local girls. This has been reported to the police and the CCTV reviewed.

## 7. PLANNING

### New planning applications

Reference	24/01374/FUL
Alternative Reference	Not Available
Application Validated	Fri 05 Jul 2024
Address	Playing Field Cote Road, Aston, Oxfordshire 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
Status	Under consideration
No objection.	

### Update on Ongoing Planning Applications – For Information

- a) Brier Furlong – no update.
- b) Marsh Furlong – agenda item 6 under Thames Water.
- c) St Joseph's Court –agenda item 6 under Thames Water.
- d) North Farm – no further update since last meeting. Awaiting a response from Bluestone.
- e) Potential new development – Lone Star Land (land agents) –planning application not submitted as of date of meeting.

## 8. New Business

a) *Aston and Cote Primary School – Grant Application*

It was RESOLVED as proposed by J Ordish, seconded by G Ball, with all in agreement to grant Aston and Cote Primary School £500 towards the Green Space initiative at the school.

- b) Clerk's Membership Renewal for the Society of Local Council Clerks (SLCC)*  
It was RESOLVED to approve the expenditure of £112 for the clerk's SLCC membership renewal on 1 September 2024 as proposed by R La Forte, seconded by R Anstee, with all in agreement.
- c) Bus and Taxi Access to the Parish*  
Concerns continue to be raised about the lack of provision for public/taxi transport to the parish after 7pm and on Sundays. Recent planning applications have made promises of improvements which have not transpired. The Parish Council will keep flagging this issue at every opportunity with WODC/OCC.
- d) Parking at Aston and Cote School and surrounding roads*  
The issue of parking around the school was raised by a visitor to the parish who had come to help with caring for relatives. On the day they were here carers, Hospital at Home and the bin men all could not get access to the bungalows of Cote Road. This is an ongoing issue at school dropping of and collection times. Both district and county councillor have been informed and are going to work with the headteacher though there is nothing in that can be enforced. It is education of those parking in these areas.
- e) OCC – Bus Stop Data Quick Capture*  
There are currently around 4650 registered bus stops in the county, and to help OCC capture every detail of every stop, the Parish Council's extremely valuable assistance would be most welcome. The Clerk will check the locations, details and feedback to OCC.
- f) Oxfordshire CC Local Flood Risk Management Strategy Consultation – deferred from June meeting*  
The consultation revised date to start is 28<sup>th</sup> June 2024 until 23<sup>rd</sup> August 2024 and will be accessible on the OCC 'Let's Talk' system. Link sent to councillors prior to the meeting with papers. R La Forte to respond with councillors to read and send any comments to him by 16<sup>th</sup> August 2024.

**9. Governance – Policies for Review – None**

**10. Community Trust**

There has been a request for a mirror on the opposite side of the road to the entrance/exit of the parking area. Previous requests to OCC Highways for similar requests have elicited that the responsibility for these is entirely at the risk of the person/organisation installing them and they are not recommended. OCC Highways will not approve such requests.

## 11. Parish Infrastructure

### a) Village maintenance

- The bench at the end of Foxwood has been purchased and will be installed at the end of Foxwood during August.
- Litter Bin - Chimney – BBOWT are unhappy and have disputed the ownership of the land that had been identified for the bin to be installed on. The clerk has requested the maps/documents from the Land Registry to clarify where we can install the bin.
- Verge cutting at Chimney – this was due to be done by OCC but was stopped by BBOWT who said they did not want the wild flowers cut and they would cut the verges at the appropriate time. They assert ownership of the verges.

## 12. FINANCE

### a) Account Balances to 31 July 2024 – noted.

- b) It was RESOLVED to approve the following payments for the period August 24 as proposed by J Ordish, seconded by P Sparrowhawk, with all in agreement.

	NET	VAT	Gross Amount
E Anstee – printing (Mar-Jun) 1710 @ 7ppp	119.70		119.70
Janet Westman – Artwork for History Boards	300.00		300.00
Smith & Derby – Church clock annual service	372.00	74.40	446.40
SLCC – Clerk Annual Membership Fee	112.00		112.00
Aston & Cote Primary School Grant	500.00		500.00
WODC – Grass Cutting June	792.00	158.40	950.40
Glasdon - Bench	585.00	117.00	702.00
D Johnson Inv 2475	132.00		132.00
<b>Total to be decided and approved</b>	<b>£2,912.70</b>	<b>£349.80</b>	<b>£3,262.50</b>
<b>Total of already approved/paid</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
<b>Monthly Standing Orders/DDs</b>			
Clerk's CC – Microsoft £59.41 & Bank Charge £3	52.51	9.90	62.41
Clerk's CC – Microsoft £60.00 & Bank Charge £3	53.00	10.00	63.00
Clerk's Salary including WFH Allowance	210.05		210.05
RFO Salary including WFH Allowance	185.75		185.75
HMRC PAYE	89.80		89.80
<b>Total SDOs</b>	<b>£591.11</b>	<b>£19.90</b>	<b>£611.01</b>
<b>Total</b>	<b>£3,503.81</b>	<b>£369.70</b>	<b>£3,873.51</b>

## 13. Bank Reconciliation to 30th June 2024

It was RESOLVED as proposed by G Ball, seconded by P Sparrowhawk, with all in agreement to agree the bank reconciliation for the 30<sup>th</sup> June 2024 as presented.

Minutes of the Parish Council meeting held on Thursday 1<sup>st</sup> August 2024

**14. 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. – No resolution as no public present.

**15. CONFIDENTIAL – Recreation Ground Tender**

It was RESOLVED as proposed by J Ordish, seconded by R Anstee, with all in agreement to appoint Aston Football Club as the contractor for the grass cutting at the Recreation Ground, Aston, from 1<sup>st</sup> August 2024 to end of the season in 2026 (November).

R La Forte and P Sparrowhawk did not vote as they are trustees for the Community Trust who own the land.

**16. Parish Councillors' and clerk's 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.  
(For discussion only)**

History boards and locations for next agenda.

**18. Date of next meeting:** Thursday 6<sup>th</sup> September 2024, 7.30pm  
Being the monthly meeting of Parish Council.

Meeting closed at 21.01 hrs

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