

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL MEETING HELD ON
Thursday 1 September 2022 at the Village Hall, Aston, AT 7.30 pm**

Members Russell La Forte (Chairman)
Present: G Ball
B Lings
Paul Sparrowhawk
John Ordish
Alex Chapman
Robert Anstee

In Attendance: Elaine Anstee – Clerk
Charlie Maynard – (WODC)
7 members of the public

1. **Apologies from Members:** There were no apologies from members.
2. **Minutes of the previous meeting** of the Parish Council on 4th August 2022 were agreed as a true record and it was RESOLVED as proposed by G Ball and seconded by P Sparrowhawk, with all in agreement, that the Chairman signs them.
3. **Parish Councillors - Disclosure of interests on agenda items - none**
4. **Meeting Open for Public Participation – No comments**
5. **WODC/OCC Matters**
C Maynard (WODC) recommended the front page of WODC for information on the ‘Cost of Living’ crisis. Full briefing attached at Appendix 1.
6. **Matters Arising from Previous Meetings**
 - a) *Traffic Calming Update*
The proposed 20mph for Aston, Bampton and Cote have been advertised by OCC for consultation which closed on the 19th August 2022. Following the meeting the Parish Council was advised by OCC that 63 responses to the consultation were received. Of these 25 were in support, 31 objected, 6 expressed concerns and 6 expressed ‘no opinion’. These responses will go to the OCC decisions meeting on 13th October 2022.
 - b) *HM Queen Elizabeth II Platinum Jubilee 2022*
The chairman is meeting with Bampton Garden Plants for prices and advice. The prime time for planting is October/November. The Community Trust are taking the lead on this with the Parish Council supplying up to 12 trees.

c) *Parish Council Logo*

There has been one submission has been further refined since the last meeting. It was RESOLVED as proposed by R La Forte, seconded by Paul Sparrowhawk, with all in agreement to adopt the logo as shown below.



d) *Treescaping Report*

Council discussed the analysis produce by A Chapman based on the report from Treescaping. To be carried forward and meeting proposed for January 2023 to look at next steps.

e) *Anti-Social Behaviour*

There have been more reports of a stalker again on Tenfoot bridge across the River Thames near Chimney. This has been reported to the police by residents in Chimney and Duxford. The advice from the police is that any incidents or concerns need to be reported via 101 or through the TVP website.

7. 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	22/02062/HHD
Alternative Reference	Not Available
Application Validated	Mon 25 Jul 2022
Address	4 St Joseph's Court Bampton Road Aston OX18 2BU
Proposal	Erection of a garden shed
Status	Under consideration
No objection	

Reference	22/02138/HHD
Alternative Reference	PP-11445136
Application Validated	Wed 03 Aug 2022
Address	Western View Cottage Back Lane Aston OX18 2DQ
Proposal	Two storey side extension
Status	Under consideration
No Objection	

Update on Ongoing Planning Applications – For Information

- a) **North Farm** – update issued by email to Parish Councillors. There has been an informal response from WODC to the preapplication request from OCC. There should be affordable/sheltered housing as part of the plan. The revised pre application will propose 5 detached homes and 4 sheltered housing units. This will still give the parish a significant area of the paddock.
- b) **Hawthorns** – WODC planning officer has not received a response from the developer regarding a number of issues, so these have been passed to the enforcement team. The footpath between Saxel Close and Hawthorns remains unresolved and unfinished. The Chairman and Clerk will continue to talk to the enforcement team.
- c) **Marsh Furlong** – The clerk to contact Sovereign Housing/Mears Homes – the pumping station and roads are paid for by the residents and have not been adopted by Thames Water/OCC respectively.
- d) **Terra** – Concerns raised about the planning inspectors’ comments for Burford planning application Ref 21/02343/OUT and appeal notice APP/D3125/W/22/3293656, points 31 to 34. Specifically point 34 where the inspector says *‘I therefore find that the housing land supply position for South Somerset is closest to the appellant’s submitted position of 3.68 years. The Council (WODC) cannot, therefore, currently demonstrate a 5-year supply of housing land.’* Terra is in the process of drawing up a revised application and the Parish Council will be monitoring for the submission, revising and updating its objections as necessary.
- e) **Children’s Home** – Materials approved/Site meeting on 10 August reported on and awaiting final confirmation of Traffic Management Plan.

Update on Previous Planning Applications

Reference	22/01781/HHD
Alternative Reference	PP-11345612
Application Validated	Thu 23 Jun 2022
Address	The Thatched Cottage North Street Aston OX18 2DJ
Proposal	Form an art studio instead of a sunroom (amendment to previously approved 09/0298/P/FP)
Status	Decided
Decision	Approve
Decision Issued Date	Mon 15 Aug 2022

Reference	22/01595/HHD
Alternative Reference	PP-11307602
Application Validated	Wed 22 Jun 2022
Address	6 Cote Road Aston Bampton Oxfordshire OX18 2DX
Proposal	Remove existing conservatory and erect single storey rear extension. Extend existing garages and create first floor bedroom with ensuite and storage space above.
Status	Decided
Decision	Approve
Decision Issued Date	Mon 15 Aug 2022

8. New Business

a) MyVision Oxfordshire – Grant Request

The councillors wanted more information on the activities of MyVision in the parish and customer feedback. G Ball said she would ask residents that maybe using their services.

b) Cleanslate Grant Request

It was RESOLVED as proposed by B Lings, seconded by J Ordish, with all in agreement, to make a grant of £150 to Cleanslate.

c) South Central UPW Consultation Survey

The Parish Council looked at the survey and noted that they were not previously aware of this service and currently had not projects that would fit the criteria. Clerk to complete the survey and keep a file note for future reference.

d) Requests to change the dates of the November and December meetings

It was agreed to reschedule the November meeting to the 10th as the clerk is due to attend a conference in Edinburgh on the 3rd-4th November.

It was agreed to reschedule the December meeting to the 8th as ACTS are staging a Murder Mystery the first weekend in December.

e) SAAA 2022 Opt-out Communication

It was RESOLVED as proposed by R La Forte, seconded by A Chapman, with all in agreement not to Opt Out of the SAAA Ltd external audit appointment.

9. Governance – Policies for Review – Finance Regulations for Resolution

The council reviewed the proposed Finance Regulations drawn from the latest model policy from NALC published in April 2022.

It was RESOLVED, as proposed by J Ordish, seconded by A Chapman, with all in agreement to adopt the revised Finance Regulations subject to the amendments listed below:

- Section 1. General Point 1.14 – removed ‘in excess of’
- Section 2. Accounting and audit – Point 2.2 adopted new wording and removed ‘finance committee’.
- Section 4. Budgetary control and authority to spend – Point 4.1 to 4.8 adopted new wording, deleted minimum limit for authorised spend and set clerk/chairman urgent spend at a maximum of £250. Salary budgets to be reviewed in the 4th quarter.
- Section 5. Banking Arrangement and authorisation of payments – Points 5.5 to 5.8. – adopted new wording in full.
- Section 6. Instructions for the making payments – Points 6.4 to 6.20 – adopted new wording, removed references to finance committee as all decisions to be made by full council. Points 6.18 to 6.20 removed as not applicable.
- Section 7. Payments of Salaries – Points 7.4 to 7.8 – new wording adopted and reference to ‘senior officers’ changed to ‘clerk’
- Section 8. Loans and Investments – Point 8.3 – copy of bank statement to be sent to non-signatory councillor.
- Section 10. Orders for work, goods and service – Point 10.2 removed.
- Section 11. Contracts – Points b) to j) – new wording adopted, value set at £1000, all references to ‘duly elected committee’ removed.
- Section 13. Assets, properties and estates – Point 13.2 – value set at £250.
- Section 14. Insurance – Point 14.4 – fidelity insurance to be reviewed annually.

10. Community Trust

The meeting in August focussed on maintenance activities. There were concerns relayed regarding the maintenance and safety of playground equipment. Chairman to clarify the situation with Community Trust.

11. Parish Infrastructure

a) Village maintenance

Clerk to chase the removal of the nettles along the footpath between Cote Road and Woodbridge Close in Aston.

b) Asset Check

Minutes of the Parish Council meeting held on Thursday 1 September 2022.

J Ordish offered to check the physical assets and will report back to the next meeting in October.

12. FINANCE

a) *Account Balances – noted*

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

c) 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 September 2022.

	NET	VAT	Gross Amount
Clerk's expenses 195 x 7p/Microsoft Office £45.64	51.68	7.61	59.29
Des Johnson Inv 2305	115.00		115.00
WODC Dog Bin Emptying – Invoice	20.17	4.03	24.20
WODC Grounds Maintenance Inv 33478903	670.93	134.19	805.12
Cleanslate Grant	150.00		150.00
Total to be decided and approved	£1,007.78	£145.83	£1,153.61
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	£1,487.14	£145.83	£1,632.97

13. Parish Councillors' reports from meetings attended since last meeting.

G Ball – Bampton Exhibition Trust – the restoration of the building has now been completed so the trust is now in the position to resume its charitable donation. Aston School has applied for a grant and applicable local families will be contacted.

14. Matters arising since publication of agenda/

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

15. Date of next meeting:

Thursday 6th October 2022 at 7.30pm –Monthly meeting of Parish Council

Meeting closed at 21.20pm.

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

Appendix 1

Charlie Maynard, District Councillor update, September 2022

Two updates this month

A. Cost of Living

This is the key link - <https://www.westoxon.gov.uk/news-items/help-if-you-re-struggling-with-living-costs/> - which gives detail on every point listed below.

Many people aren't aware that they can claim various supports or benefits, so please do check what you might be eligible for and please also let others know that they may be eligible for help.

1. Check you're not one of up to 7 million people in the UK missing out on income-related state benefits
2. Support from Government
3. If you're over State Pension age, check if you're eligible for Pension Credit
4. Get help with childcare costs
5. Check if you can claim a discretionary housing payment
6. Check if you're eligible for Council Tax Support
7. Help if you're experiencing illness or disability
8. Check your eligibility for Carer's Allowance
9. Contact your energy supplier if you can't pay energy bills
10. Get help if you're struggling to afford enough food
11. See if you can get Healthy Start vouchers
12. Apply for free school meals
13. Seek advice about debt
14. Apply for a discount on water bills
15. Advice if you're renting
16. Government council tax rebate and recent Government support announcements
17. Looking after your mental health
18. Help accessing health services
19. Claim your [£150 Council Tax Rebate](#)

B. Thames Water outage on 18th July - compensation

Thames Water still have not given clear information on who they are compensating for the July water outage and how much. I am going after them to provide clear facts on this, including which streets they are compensating for and for how much. To date, various responses from them, but no actual information, which isn't good enough. I will keep at them.