

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL MEETING HELD ON  
Thursday 20 April 2023 at the Village Hall, Aston, at 7.30pm**

**Members** R La Forte (Chair)  
**Present:** G Ball  
B Lings  
P Sparrowhawk  
A Chapman  
R Anstee

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

1. **Apologies from Members:** There was an apology from J Ordish.
2. **Minutes of the previous meeting** of the Parish Council on 2<sup>nd</sup> March 2023 and 29<sup>th</sup> March 2023 were agreed it was RESOLVED as proposed by P Sparrowhawk, seconded by R La Forte, with all in agreement, that the Chair signs them.
3. **Parish Councillors - Disclosure of interests on agenda items** – R La Forte declared a nonpecuniary interest in agenda item 13 as a Community Trust Trustee.

**4. Meeting Open for Public Participation**

A member of the public, on behalf of the Aston Action Group and Marsh Furlong Housing Group, expressed thanks to the Parish Council for the work that had been done and was ongoing in relation to the planning appeal APP/D3125/W/23/3317512.

**5. WODC/OCC Matters – not in attendance**

**6. Matters Arising from Previous Meetings**

*a) Planning Appeal 22/00986/FUL and APP/D3125/W/23/3317512*

Briefing from the Chairman on the appeal actions to date. Councillors have been briefed in full by email during this process.

- The Parish Council has been granted Rule 6 status.
- Statement of Case to be sent to the planning inspector by 28<sup>th</sup> April 2023.
- 10<sup>th</sup> May – case management meeting.
- 23 May 2023 – proofs of evidence and witness statements to be submitted.
- 20<sup>th</sup> June – Planning Enquiry – up to 5 days.

It was RESOLVED as proposed by R La Forte, seconded by G Ball, with all in agreement to pay £2,640.95 inclusive of VAT for the engagement of counsel from Landmark Chambers to review the Parish Council's objection and supporting papers for the purpose of giving learned opinion on the merit of pursuing the appeal.

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It was RESOLVED as proposed by R La Forte, seconded by A Chapman, with all in agreement, to pay £1,200 inclusive of VAT on further funding to purchase counsel time, from Landmark Chambers, to review the draft Statement of Claim.

It was RESOLVED, as proposed by R La Forte, seconded by R Anstee, with all in agreement, that the Parish Council would fund up to £5,000 for expert witnesses and legal counsel for the Rule 6 action as part of the Planning Appeal APP/D3125/W/23/3317512.

It was RESOLVED as proposed by B Lings, seconded by G Ball, with all in agreement, to delegate authorisation for funds in the TERRA Earmarked reserve to R La Forte and be retrospectively approved by Parish Council. This being due to requirement to pay expert witnesses and counsel as part of the engagement process.

20.30 hours - R Anstee – Gave his apologies and left the meeting.

*b) 20 mph and changes to the national speed limit between Cote and Aston on B4449*

C Pyne delivered the report he had generated from the consultation he had organised, and this is at Appendix 1. The Chair and those present all thanked him for the works he had done and detailed report he had delivered. There was support for the 20 mph limits from other residents at the meeting and an ad hoc question at the Annual Parish Meeting on the 18<sup>th</sup> April 2023, at which there were 65 residents, indicated a small, but not substantial, majority in favour of the new limits. There was a lengthy debate by councillors on next steps specifically whether to:

- Stay with the blanket 20 mph speed limits.
- Revert to the 30-mph speed limits.
- Propose a hybrid scheme.

It was RESOLVED as proposed by R La Forte, seconded by P Sparrowhawk, with all in agreement, that a hybrid scheme should be requested.

The following amendments to the existing blanket 20 mph scheme were discussed and decided:

It was RESOLVED as proposed by R La Forte, seconded by B Lings, with all in agreement, that the 20 mph should remain in all the sides streets, housing estates and including, Back Lane, Bull Street and Cote.

It was RESOLVED as proposed by B Lings, seconded by G Ball, and carried with a ratio of 3 for with 2 against, to keep the 20 mph from the centre of Aston towards Bampton.

It was RESOLVED as proposed by G Ball, seconded by A Chapman, and carried with a ratio of 4 for and 1 abstaining, to keep the 20 mph from the Square in Aston along North Street towards Witney.

It was RESOLVED as proposed by G Ball, seconded by B Lings, and carried with a ratio of 3 for with 2 against, to keep the 20 mph from the Square along Cote Road towards Cote. It was RESOLVED as proposed by B Lings, seconded by A Chapman, with all in agreement to change the 20 mph to 30mph to just before the crossroads and then reduce it to 20mph for the crossroads themselves.

It was RESOLVED as proposed by B Lings, seconded by R La Forte, that the current national speed limit between Cote and Aston on the B4449 be reduced to 30mph.

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It was RESOLVED as proposed by R La Forte, seconded by B Lings, with all in agreement to request that the 20-mph speed limit to be extended past Cote Lodge, Cote as requested by residents.

The clerk to draft a letter to OCC Highways reiterating the concerns raised about the original consultation, the method of implementation without final consultation with the Parish Council and listing the above resolutions.

The clerk to draft a timeline of actions and requests to clarify the process and identify and lessons to be learnt.

*c) Aston Day Centre Grant Application*

It was RESOLVED to make a grant of £500 being as proposed by R La Forte, seconded by B Lings, with all in agreement. The Parish Council is keen to support the Aston and Cote Day centre and requested submission of the audited accounts for 22-23 with a request for further funding.

*d) Coronation 6th May 2023*

The Parish Council is fully supportive of the proposal by the Parochial Church Council to have a 'Book of Congratulation' for the Coronation. The book to be available in St James Church from 1<sup>st</sup> May to 8<sup>th</sup> May and then forwarded to the Palace after the coronation. The format is a wooden covered book with the following wording on the cover:

Messages from the congregation and villagers  
of St James, Aston, Bampton, Oxfordshire  
to commemorate the coronation of His Majesty King Charles III  
and Her Majesty Queen Camilla  
on Saturday, May 6th 2023  
GOD SAVE THE KING

The Chair will sign on behalf of the Parish Council.

The following are deferred to the monthly Parish Council meeting on 4<sup>th</sup> May 2023.

- e) Traffic calming update and other traffic issues.*
- f) Footpaths/Treescaping*
- g) Allotments*
- h) Youth Football Club and Pitch Maintenance*
- i) Anti-Social Behaviour*

## 7. Planning

### New planning applications – None

### Update on Ongoing Planning Applications – For Information

- a) **North Farm** – No update
- b) **Hawthorns** – Matthews Homes have submitted a ‘nonmaterial amendment’ to a previously approved application so there is no consultation or opportunity to ask for an extension to the decision date, 17th April 2023. This was decided on 13<sup>th</sup> April – see Update on Previous Planning Applications.
- c) **Marsh Furlong** – No update.
- d) **Terra** – see minute number P1754/6a/4May2023.
- e) **Children’s Home** – Roof trusses now on and completion scheduled for October 2023.
- f) **Drainage** – St Joseph’s Court

### Update on Previous Planning Applications

<b>Reference</b>	<b>23/00822/NMA</b>
Alternative Reference	PP-12022116
Application Validated	Mon 20 Mar 2023
Address	Land East of Saxel Close Aston Bampton Oxfordshire
Proposal	Residential development comprising 38 dwellings and associated garages (amended plans) (non-material amendment to allow realignment of pedestrian path linking development to western boundary of the site and amended landscaping proposals to include new hedgerow along southern section of western boundary of the site).
(Retrospective).	
Status	Decided
Decision	Approve
Decision Issued Date	Thu 13 Apr 2023
<b>Reference</b>	<b>23/00375/LBC</b>
Alternative Reference	PP-11921774
Application Validated	Fri 10 Feb 2023
Address	Cote House Cote Bampton Oxfordshire OX18 2EG
Proposal	Removal of the internal wall dividing the main house's boot-room from the annexe kitchen.
Status	Decided
Decision	Approve
Decision Issued Date	Tue 11 Apr 2023

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<b>Reference</b>	<b>23/00227/HHD</b>
Alternative Reference	PP-11870146
Application Validated	Tue 28 Feb 2023
Address	15 Waites Close Aston Bampton Oxfordshire OX18 2ES.
Proposal	Erection of an office pod
Status	Decided
Decision	Approve
Decision Issued Date	Thu 13 Apr 2023
 <b>Reference</b>	 <b>22/02331/PDET28</b>
Alternative Reference	PP-11481657
Application Validated	Wed 17 Aug 2022
Address	Chimney Meadows Nature Reserve Chimney Oxfordshire
Proposal	Erection of agricultural building for the storage of fodder and farm machinery.
Status	Decided
Decision	Prior Approval Approved
Decision Issued Date	Tue 04 Apr 2023

## 8. New Business – None

## 9. Governance – Policies for Review

### a) *Councillor's Travelling Allowances Scheme 2023-24*

It was RESOLVED as proposed by R La Forte, seconded by B Lings, with all in agreement to adopt the 2023-24 Councillor's Travelling Allowances Scheme.

### b) *Small Grant Application Form for 2023-24*

It was RESOLVED as proposed by R La Forte, seconded by B Lings, with all in agreement, to approve the updated Small Grant Scheme for 2023-24.

## 10. Community Trust

The monthly meeting was held on the 19<sup>th</sup> April and minutes will be circulated on receipt by clerk.

## 11. Parish Infrastructure – Nothing to action

## 12. FINANCE

a) *Account Balances – noted.*

b) *Review of the Year-End Financial Report - noted.*

c) *Bank Reconciliation as at 31 March 2023 – Deferred to the May meeting.*

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d) It was **RESOLVED** as proposed by B Lings, seconded by A Chapman, with all in agreement to approve the following payments for April 2023.

	NET	VAT	Gross Amount
Clerk's expenses 784 x 7p/Microsoft Office £49.08/B&Q £14.32 – Clear Tape and Vinyl for APM Banner	110.10	8.18	118.28
D Johnson – War memorial Maintenance – Invoice 2357	25.00		25.00
Aston and Cote Day Centre – Grant – Agenda Item 8c -	500.00		500.00
J Smith/Landmark BACS Account – Retention of Counsel	2,120.95	420.00	2,540.95
Landmark BACS Account – Retention of Counsel	1,000.00	200.00	1,200.00
<b>Total to be decided and approved</b>	<b>£3,756.05</b>	<b>£628.18</b>	<b>£4,384.23</b>
<b>Total of previously decided</b>	<b>£</b>	<b>0.00</b>	<b>£</b>
<b>Monthly Standing Orders/DDs</b>			
Clerk's Salary including WFH Allowance	412.21		412.21
HMRC PAYE	98.60		98.60
<b>Total SDOs</b>	<b>£510.81</b>	<b>£0.00</b>	<b>£510.81</b>
<b>Total</b>	<b>£4,266.86</b>	<b>£628.18</b>	<b>£4,895.04</b>

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

**14. Matters arising since publication of agenda/**

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

**(For discussion only)**

Treescape to be deferred to the June meeting.

Clerk's hours/succession planning for the July meeting.

**15. Date of next meeting: Thursday 4<sup>th</sup> May 2023, 7.30pm**

the Annual Parish Council Meeting followed by the monthly meeting of Parish Council

Meeting closed at 21.59pm.

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