

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL MEETING HELD ON
Thursday 29 March 2023 at the Village Hall, Aston, at 7.30 pm**

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

In Attendance: Elaine Anstee – Clerk
2 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 2nd March 2023 were discussed and it was RESOLVED as proposed by R La Forte, seconded by AC, with all in agreement to include the detail of the discussion recorded under public participation. The Minutes to be amended and represented at the Parish Council monthly meeting on 20th April 2023.

3. Parish Councillors - Disclosure of interests on agenda items – None

4. Meeting Open for Public Participation

A brief discussion in relation to the resident led survey into the new 20 mph areas in the parish. The Parish Council acknowledge the value of this survey. It felt it was important that residents understood it was not being carried out by the Parish Council though the results would be considered at the next monthly meeting on 20th April 2023 if presented.

5. Annual Parish Meeting Agenda

This is a meeting of the parish and not a Parish Council meeting. It is a legal requirement and must take place between 1 March and 1 June (inclusive). The date has been confirmed as Tuesday 18th April starting at 7.30pm and the clerk has invited the district councillors, OCC councillor, Fix My Street Super User, Aston and Cote Day Centre and the Community Trust. The meeting has been advertised in the Voices Edition 192, March 2023, on the Parish Council web pages and the banner erected on the fence in front of the allotments as agreed with the trustees.

The councillors requested that the Community Shop also be invited to attend and feedback on their achievements.

6. Planning

New planning applications

Reference	23/00375/LBC
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	Under consideration
No comment	

Reference	23/00227/HHD
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	Under consideration
No comment	

Reference	23/00659/HHD
Alternative Reference	PP-11983099
Application Validated	Mon 20 Mar 2023
Address	5 The Paddocks Aston Bampton Oxfordshire OX18 2UX
Proposal	Erection of a detached garden room
Status	Under consideration
No comment	

Reference	23/00715/HHD
Alternative Reference	PP-12002249
Application Validated	Wed 22 Mar 2023
Address	25 Foxwood Aston Bampton Oxfordshire OX18 2DZ
Proposal	Erection of a single storey side and two storey rear extensions.
Insertion of upper floor side window.	
Status	Under consideration
No objection but concerns to raised in relation to water/sewage and parking of contractors vehicles due to the existing parking issues in Foxwood.	

Update on Previous Planning Applications

Reference	22/03383/FUL
Alternative Reference	PP-11730823
Application Validated	Wed 04 Jan 2023
Address	Aston House North Street Aston Bampton OX18 2DJ
Proposal	Change of use of holiday let to therapy room for treating acupuncture patients, on the ground floor only.
Status	Decided
Decision	Approve
Decision Issued Date	Thu 02 Mar 2023

Terra appeal (23/00822/NMA) was submitted to WODC on 28th February 2023, validated by WODC on 20th March 2023 and emailed to the Parish Council on 28th March 2023. The Parish Council can choose to make representation in one of 2 ways:

1. Comment like we do for normal planning apps – limited in its impact.
2. Rule 6 – much more complicated process and a lot of work but potentially much more effective. Free if the Parish council does it but it maybe prudent to spend some money for a strategic view from legal counsel.

WODC is the respondent, and the Parish council should be working with them. R La Forte to lead and a resolution to decide on the option for representation to be on the next agenda. The chair was delegated the option to make this decision if it needed to be done before the Parish council met. This would then be discussed and ratified at the April meeting.

7. FINANCE

a) Account Balances—noted

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

c) Repairs to Church Clock – Smiths of Derby Invoice

It was RESOLVED as proposed by R Anstee, seconded by P Sparrowhawk, with all in agreement, to pay invoice 000027040 for £180, from Smiths of Derby for attended on 15 March 23 to a call out for St James Church clock which had stopped ringing.

d) OALC Allotment Training

It was RESOLVED as proposed by R La Forte, seconded by G Ball, with all in agreement, to pay invoice 3747 for £36, from OALC for the clerk's attendance at Allotment Training on 8 February 2023.

e) Renewal of OALC Membership 2023-24

It was RESOLVED as proposed by R La Forte, seconded by R Anstee, with all in agreement, to pay invoice A00052/2023/3 for £302.12, from OALC for the 2023-24 membership.

f) *Revision to Monthly Standing orders from 1st May 2023:*

- i) Clerk's Salary (Min No 14/2022 on page 1737, LC2 (18 -23) (below substantive range)) to change to £412.21 per month payable on the 6th day of each month from May 2023. This to include £18 per month working at home allowance.
- ii) HMRC payment to change to £98.60 payable on the 6th day of each month from May 2023.

It was RESOLVED as proposed by R La Forte, seconded by B Lings, with all in agreement, to approve the SDO's detailed above.

g) It was RESOLVED as proposed by R La Forte, seconded by P Sparrowhawk, with all in agreement, to make the following payments:

	NET	VAT	Gross Amount
Clerk's expenses x 7p/Microsoft Office £49.08/	49.51	8.18	57.69
OALC Membership Invoice A00052/2023/3	251.77	50.35	302.12
OALC Training Invoice 3787	30.00	6.00	36.00
D Johnson Inv 2356	105.00		105.00
Ubico Ltd – Dog Bin (GBR) Inv 60059547	83.46	16.69	100.15
WODC Invoice – Dog Bin Emptying	20.17	4.03	24.20
Smiths of Derby – Invoice 0000127040	150.00	30.00	180.00
Total to be decided and approved	£689.91	£115.25	£805.16
CPRE (Approved 2 March 2023)	36.00		36.00
Community First Oxon (Approved 2 March 2023)	70.00		70.00
Total of previously decided but to paid in March	£106.00	0.00	£106.00
Monthly Standing Orders/DDs			
Clerk's Salary including WFH Allowance	387.16		387.16
HMRC PAYE	92.20		92.20
Total SDOs	£479.36	£0.00	£479.36
Total	£1,275.27	£115.25	£1,390.52

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

P Sparrowhawk drew the meetings attention to the fact that the issue of wastewater going directly into the pumping station adjacent to St Joseph's Court had still not been resolved or any organisation taken responsibility for resolving this.

9. Matters arising since publication of agenda/

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

10. Date of next meeting:

Tuesday 18th April 2023 at 7.30pm - Annual Parish Meeting

Thursday 20th April 2023 at 7.30pm – Monthly Meeting

Meeting closed at 20.30pm.

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