

MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL MEETING HELD ON THURSDAY 2nd December 2021 at the Village Hall, Aston, AT 7.30 pm

Members Present: Russell La Forte (Chair)
Paul Sparrowhawk
Gill Ball
Ben Lings
P West
Jane West Via TEAMS

In Attendance: Elaine Anstee – Clerk
Dan Levy (OCC Councillor)
Lysette Nicholls (WODC Councillor) via TEAMS
Eleven members of the public

- 1. Apologies from Members:** There were apologies from J Ordish.
- 2. Minutes of the previous meeting** of the Parish Council on 4th November 2021 were agreed as a true record and it was RESOLVED as proposed by P West and seconded by P Sparrowhawk, with all in agreement, that the Chair signs them.
- 3. Parish Councillors - Disclosure of interests on agenda items** – R La Forte declared nonpecuniary interests in agenda items 13, Community Trust Trustee, and 15d as his wife is a volunteer for the Aston and Cote Day Centre.
- 4. Meeting Open for Public Participation**

The meeting was opened to the public and representation was made in relation to the Aston and Cote Day centre grant request.

Representation was also made in respect of the two completed consultations that had already been completed for the North Farm project, including that:

- The consultations had not had sufficient detail such as site plans, environmental impact assessments, indicative options or the covered the issue of traffic on North Street. This meant that the responses already received did not demonstrate an understanding of the site and its issues.
- The information around this project has not been accessible.
- Some information requested at the 4th November 2021 Parish Council meeting, such as 'incremental head count' still has not been reported on.
- The parish website should have comprehensive information about the project.
- An explanation of the process for getting the best outcome was requested.

All the above points were addressed under Minute 7b.

5. WODC/OCC Matters

D Levy (OCC Councillor) confirmed that North Farm is owned by OCC and its potential would need to be realised by OCC under its statutory responsibilities. A consultation on the trialled closure of Witney High Street had indicated that there was a positive response for the closure to remain. OCC has a consultation running until 6th January 2022 for the proposed budget and everyone is invited to take part. The A40 upgrade is due to go to planning in early 2022 with digging planned to start later in the year.

Lysette Nicholls (WODC Councillor) drew the attention of the meeting to the 3 community grant opportunities available through WODC. The walk in COVID vaccination clinic in the WODC town centre has been very successful.

6. Agenda Item 15d brought forward – Aston and Cote Day Centre Grant Request

It was RESOLVED as proposed by G Ball and seconded by B Lings, with all in agreement to grant £500 to the Aston and Cote Day Centre.

7. Matters Arising from Previous Meetings

a) Traffic Calming Update

There has been no movement on the submitted consultation request for changes to speed limits/build out etc. The clerk was asked to chase again. Speed watch is now live for the West Oxfordshire area. The clerk is hoping to do the training and will pass on the link to those who have expressed an interest.

b) North Farm

The Chairman gave an update on the progress towards the 3rd consultation for which a draft had been provided to councillors prior to the meeting. The principles on which the project is based were reiterated and that the presentation on the 4th November by OCC had been illustrative of the 'art the possible'.

OCC had asked for a 'direction of travel' from the community by Christmas 2021, but this would not be possible as time must be given to the consultation. The pre-planning application through WODC will be run by OCC alongside the parish consultation.

If the community decide that they do not want to work with OCC on this project, then they will walk away. OCC needs the community to support any proposal to get it approved by WODC as the local planning authority.

The previous consultations have been deliberately broad to understand the 'feeling in principle' of the community and the third one will have much more detail.

The council discussed the draft provided, its content, length and format, and the time frame for issuing the consultation.

- The draft consultation document was agreed with the format (Microsoft Word or Publisher) to be finalised.
- The consultation will be issued as soon as practicable before Christmas and then re issued in January 2022 with a reminder in Voices.
- The consultation to be posted on the website as a downloadable PDF and in full for reading.
- The consultation will run until 18th February 2022 with initial results to be available for the Parish Council meeting on 3rd March 2022.
- If the project goes ahead, then there will be further consultations as part of the normal planning process, and these would be led by OCC.

Those present who had posted questions during the public participation confirmed their questions had been answered.

c) *Children's Home Update*

The planned update has been delayed. The information, once supplied, will be posted on the Parish Council website.

d) *HM Queen Elizabeth II Platinum Jubilee 2022*

There is a local committee looking at events for the jubilee.

e) *Anti-Social Behaviour*

There have been no reports this month.

8. Planning

New planning applications - None

Update on Previous Planning Applications

Reference	21/03088/HHD
Alternative Reference	PP-10079687
Application Validated	Fri 17 Sep 2021
Address	Gaston Cottage Church Lane Aston Oxfordshire OX18 2DY
Proposal	Erection of a two-storey side extension along with construction of a detached double garage
Status	Decided
Decision	Approve
Decision Issued Date	Tue 09 Nov 2021

Reference	21/03021/HHD
Alternative Reference	PP-10191537
Application Validated	Tue 07 Sep 2021
Address	The Old Coach House Bull Lane Aston Bampton OX18 2DT
Proposal	Proposed rear extension, 2 new dormers and replacement garage
Status	Decided
Decision	Approve
Decision Issued Date	Wed 17 Nov 2021

9. New Business

a) *Dates for Parish Council meetings in 2022*

The following dates were agreed for 2022 PC meetings, APCM and APM

Jan – 6th

Feb – 3rd

Mar – 3rd

Apr – 7th

Apr – 25th for Annual Parish Meeting

May – 26th – Changed due to election and extra Bank Holidays for Platinum Jubilee.

Jul - 7th

Aug – 4th

Sep – 1st

Oct – 6th

Nov – 3rd

Dec – 1st

10. Governance – Policies for Review

It was RESOLVED as proposed by R La Forte and seconded by P Sparrowhawk with all in agreement to the review and readoption of the Complaints Policy – originally adopted in January 2011.

11. Community Trust

The meeting held on 17 November 2021 confirmed the Trust's governing document to be that dated 22 March 1989. The trust was considering potential amendments to the document and will convene an extraordinary meeting on 2 February 2022 to verify these. Options for additional car parking at the recreation field were also being considered.

12. Parish Infrastructure

a) *Village maintenance*

It was agreed to ask D Johnson to do the installation of the new bench at the end of Southlands. Including moving the plaque from the old to the new. Secondly the new streetlights along Cote Road still have not been switched on and the light at the end of needs to be reported on Fix My Street.

13. FINANCE

a) *Account Balances – noted.*

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

c) *Budget 2022-2023 – Draft*

WODC has advised that the Band D equivalent will be £597.40. This is an increase of 1.01% in band D properties in the parish. Keeping the precept at £49.74 for 2022/23 will give an increase of £396.00 for the year on the Precept.

It was RESOLVED as proposed by R La Forte and seconded by G Ball, with all in agreement, that the budget, as presented be approved and that the council makes no increase to the Band D equivalent precept for 2022/23.

d) *Request for Training – Clerk*

It was RESOLVED as proposed by R La Forte and seconded by G Ball, with all in agreement, to pay £75 plus Vat for the clerk to attend the virtual SLCC Practitioner's conference to be held 'virtually' on 15 to 17 February 2022. The cost for members is £75.00 plus VAT.

e) *Clerk's Hours*

This item was deferred to the January meeting.

- f) It was RESOLVED as proposed by P Sparrowhawk and seconded by B Lings with all in agreement to approve the following payments for the period November 2021.

	NET	VAT	Gross Amount
Clerk's expenses 243 x 7p/Microsoft Office £43.20/ /Working from Home £18.00 Sep & Nov & Dec/VAT Oct Expenses £18.03	107.01	25.23	132.24
D Johnson – Invoice 2221 War Memorial/Benches	170.00		170.00
WODC – Invoice 33443793 – Grass Cutting	319.49	63.90	383.39
SLCC – Practitioner's Conference 15-17 Feb 2022	75.00	15.00	90.00
Aston & Cote Day Centre – Grant	500.00		500.00
Total to be decided and approved	£ 1171.50	£104.13	£1275.63
Monthly Standing Orders			
Clerk's Salary	362.90		362.90
WODC Dog Bin emptying Inv 33443695	20.17	4.03	24.20
HMRC PAYE	90.60		90.60
Total SDOs	£473.67	£4.03	£477.70
Total	£1,645.17	£108.16	£1,823.33

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

15. Matters arising since publication of agenda/
Matters which Councillors may wish to raise for inclusion on next agenda.

16. Date of next meeting: Thursday 6th January 2022 at 7.30pm
Monthly meeting of Parish Council
Meeting closed at 21.25 pm.

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