

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL  
MEETING HELD ON THURSDAY 2<sup>nd</sup> JANUARY 2020 IN THE  
VILLAGE HALL, ASTON AT 7.30 PM**

- 1. Members Present:** Russell La Forte (Chairman)  
John Ordish (Deputy Chairman)  
Gill Ball  
Ben Lings  
Phil West  
Jane West  
Paul Sparrowhawk

**In Attendance:** Elaine Anstee – Clerk  
Cllr C Matthews (OCC)  
Cllr S Good  
One member of the public

- 2. Apologies from Members:** There were no apologies.
- 3. Minutes of the previous meeting** of the Parish Council on 5th December 2019 were agreed as a true record and it was RESOLVED as proposed by Paul Sparrowhawk and seconded by Phil West, with all in agreement that the Chairman signs them.
- 4. Parish Councillors - Disclosure of interests on agenda items** – There were no declarations of interest.
- 5. Meeting Open for Public Representation** – there were representations made in relation to agenda item 11.
- 6. WODC/OCC Matters**  
Cllr Good reported a serious robbery in Carterton CO-OP and confirmed that the district council elections will be on the 7<sup>th</sup> May 2020.  
Cllr C Matthews reported that OCC budget discussion were due to start in January. He also referred to continued discussions with Thames Water as they are now pumping sewage out of the system in Sutton, Standlake and Brize Norton which are the ones we know of but there maybe more.
- 7. Matters Arising from Previous Meetings**
- a) *Recommended Actions Following WODC Planning Training for Parishes*  
The clerk has contacted WODC officers for more detail on how to access S106 funding and confirmation if any has been received by WODC from Mears Homes.
- b) *Traffic Calming Project for 2019/20*  
The clerk has formally requested costings and a process brief from OCC.

c) *Resident Request – Dog Bin on Great Brook Road*

The request for a new dog bin has been submitted to WODC but there has been no update received. The clerk has been to the Great Brook bridge and a dog bin has not been fitted so has chased WODC again.

d) *North Street Farm Cottage*

In November 2019 a letter was sent to OCC who own the property and a response has yet to be received.

e) *Anti-Social Behaviour* - There sign outside Mears Homes was defaced in December.

**8. New Business**

a) *Annual Parish Meeting 2020*

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 Annual Parish Council meeting will be on 7 May 2020 and it was debated after the Annual Parish Meeting in 2019 that the Annual Parish meeting should be before this. It was decided to hold the meeting on Monday 27<sup>th</sup> April 2019.

b) *High Sheriff Awards 2019-20*

The council identified a nominee and will provide supporting statements to the clerk for the nomination.

c) *Parking in the Square in Aston*

The clerk had received two complaints about the parking in and around the square in Aston, specifically on the corners and the top of North Street. Concerns about the aggressive and intimidating driving by some drivers as well as the confusion about the rights of way around the war memorial were also highlighted. WODC have been contacted but they have referred the complainants initially to the parish council. Another concern was also raised about parking on the verge along the entrance to Ham Lane, Aston. Council decided it would suggest an article in Voice's and contacting the PCSO.

d) *Eynsham Area Neighbourhood Action Group*

Eynsham area has a Neighbourhood Action Group, now renamed Community Resilience Forum, this is a Police/Community Liaison group which meets approximately every 8 weeks in Eynsham to discuss policing priorities and local problems. Gill Ball agreed to attend the meeting on 6<sup>th</sup> January as the parish council representative.

e) *Small Grant Application – Aston Brownies*

An application for the small grant scheme had been received from the 1<sup>st</sup> Aston Brownies and was referred to the February meeting for more information to be requested.

## 9. Planning

### New planning applications

<b>Reference</b>	<b>19/03376/FUL</b>
Alternative Reference	PP-08345534
Application Validated	Fri 06 Dec 2019
Address	Land Adjacent To Westfield House Bampton Road Aston
Proposal	Erection of dwelling with associated parking.
Status	Under consideration

The parish council objected to this application as it was substantially the same as the previous and original applications which were refused. The original objections are still current.

### Enforcement Notice appeal for 4 Chimney Farm Cottages, Chimney

The parish council fully support the enforcement notice and would look to see a swift resolution of this matter.

### Updates to previous planning applications

<b>Reference</b>	<b>19/02588/HHD</b>
Alternative Reference	PP-08137607
Application Validated	Thu 10 Oct 2019
Address	Ashcroft House Cote Bampton Oxfordshire OX18 2EG
Proposal	Construction of garden outbuilding.
Status	Decided
Decision	Approve
Decision Issued Date	Thu 05 Dec 2019

## 10. Community Trust

Nothing to report.

## 11. Parish Infrastructure

### a) Village maintenance

CCTV notices at the Great Brook Bridge the clerk has been in contact with a local sign writer and is awaiting a quote.

**12. FINANCE**

a) *Account Balances* – noted

b) *December invoices presented for approval and payment*

		Statute
Clerk's salary E Anstee (Gross £368.20) net £294.60, working from home allowance of £10.00	304.60	LGA 1972, s112
Clerk's expenses –sheets 254 x 7p	17.78	LGA 1972 s111
HMRC – PAYE – Dec19	73.60	LGA 1972 s111
WODC – Dog Bin emptying – Inv 33336917	23.35	Litter Act 1983
Stuart Ransom – Christmas Tree 2268	75.00	LGA 1972. S 144
DF Williams Bus shelter cleaning – Inv 94327	147.41	LGA (Misc Shelter Prov) 1953 s4
<b>Sub Total</b>	<b>£641.74</b>	
<b>Total</b>	<b>£641.74</b>	

It was RESOLVED as proposed by J West and seconded by P Sparrowhawk, with all in agreement, to make the above payments.

**13. Exclusion of Press and Public**

It was resolved to exclude the press and the public in accordance with the Public Bodies (Admission to Meetings) Act 1960 as proposed by J Ordish and seconded by P Sparrowhawk with all in agreement.

**14. Clerk's pay review for 2020/21** – the clerk left the meeting at 8.45pm.

It was resolved to delay the decision on the clerk's pay review until the February (March at the latest) meeting so that the following could be taken into account:

- a) Further clarity/outcome of National Pay Claim from NALC/JPEC
- b) Clarity on scale points
- c) Completion of Clerk's appraisal.

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

Russell La Forte – table top exercise for CEP in Bampton on 11Jan20

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

**17. Date of next meeting:** Thursday 6<sup>th</sup> February 2020, 7.30pm

Meeting closed at 9.06pm

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