

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL
MEETING HELD ON THURSDAY 2ND JUNE 2016 IN THE
VILLAGE HALL, ASTON AT 7.30 PM**

1. Members **Richard Haines (Chairman)**

Present: **Jane Everex**
 Ben Lings
 John Ordish
 Paul Sparrowhawk
 Jane West
 Phil West

In Attendance: Helen Sandhu – Clerk
 Hilary Fenton, West Oxfordshire District Councillor
 Steve Good, West Oxfordshire District Councillor

Members’

Apologies: None

2. Minutes of previous meeting – on 5 May 2016 were agreed as a correct record and signed by the Chairman.

Proposed by Jane West, seconded by Paul Sparrowhawk.

Richard Haines expressed his gratitude to John Ordish for chairing this meeting in his absence.

3. Parish Councillors – Disclosure of interests on agenda items

None.

4. County and District Council matters

Hilary Fenton expressed her thanks to local electors for her recent re-election onto the District Council. The former leader of the District Council, Sir Barry Norton, has stood down from the Council due to health problems. James Mills has been elected as the new leader of the Council. The District Council is continuing to look into the possibility of becoming part of a local unitary council and in the meantime is continuing with the 2020 partnership which delivers services jointly with 3 other councils (Cheltenham Borough Council, Cotswold and Forest of Dean). This is achieving significant financial savings due to the economies of scale obtained by joint working. It has been confirmed that joining with Cotswold District Council in a unitary authority has now been ruled out as a cross-county unitary combination would require significant changes in the law.

5. Matters Arising from Previous Meetings

a) Future of bus services in Aston and Cote

Oxfordshire County Council has now provided formal information about the future of services 18 & 19.

Service 18 will be discontinued from 21 July.

Service 19 will continue using s106 funding with a revised timetable (reduction to 8 services a day) and revised route (going through Brighthampton and Standlake).

Concessionary passes will continue to be accepted. Larger buses may be used on some journeys.

Stagecoach Oxfordshire has confirmed that the financial viability of the service will be kept under review.

Matters Arising from Previous Meetings (continued)

b) 90th Birthday of Her Majesty the Queen

Jane Everex agreed to present the medals to the children at Aston & Cote Preschool Playgroup on 10th June. Richard Haines will ask Claudia Harris, the Playgroup administrator, to take photographs which could be published in Voices.

The Clerk told the Parish Council that Aston & Cote Primary School has not yet suggested a date for the presentation of the medals to the children at the school and that she will continue to chase them for a date.

John Ordish informed the Parish Council that Aston & Cote Community Trust would like the bench which is to be donated by the Parish Council in commemoration of the Queen's birthday to be identical to the one on the bend of the lane which runs between Aston & Cote. It was resolved that the Clerk would place the order; proposed by Ben Lings, seconded by Jane Everex.

c) Anti-social behaviour

The report presented by the PCSO at the Annual Parish Meeting indicated a very low level of reported crime in the parish (4 in the year to 31 March 2016). Recent incidences of hare coursing in the local area have been dealt with by the Witney Police team.

6. New Business

a) Annual Parish Meeting 2016

It was agreed that this meeting went well, with the 18 members of the public attending very engaged in the meeting. Most of the questions which were asked related to traffic, parking, pot holes and the two large development sites on Cote Road.

b) OCC Invitation to attend a Town & Parish Workshop on "Influence and Control in a Unitary Oxfordshire"

No one was available to attend this meeting.

It was agreed that the Parish Council would provide a written response to Grant Thornton to feed into the report they are preparing for Oxfordshire County Council on potential unitary options for Oxfordshire. It was resolved that the response would say that the Parish Council would not want a single unitary authority for the whole of Oxfordshire due to concerns that Oxford-specific issues would overshadow rural concerns. The Parish Council would support West Oxfordshire District Council's endeavours to explore a smaller unitary option for the west of Oxfordshire.

c) Proposed closure of Thames Valley Police office in Eynsham

It was resolved that the Parish Council would provide a response to Superintendent Kath Lowe stating that we consider that the police coverage of our parish is already inadequate and the Parish Council would not want the potential closure of the Eynsham office to detrimentally impact on the police presence in the parish.

d) West Oxfordshire Strategic Housing and Economic Land Availability Assessment 2016

WODC is in the process of completing this assessment and has supplied information on 10 areas of land in our parish which have been put forward for housing use.

It was resolved that the Parish Council would comment on each site as follows:

Site 151: Land between Bull Lane and Cote Road (West Waddy site).
Already subject to a planning application on which the Parish Council has commented extensively.

New Business (continued)

d) West Oxfordshire Strategic Housing and Economic Land Availability Assessment 2016

- Site 186: Land south of Bampton Road (owned by the Oxford Diocese; land adjacent to Vicarage Close currently used for grazing of horses)
This site has previously been proposed for affordable housing and was rejected by WODC. Development on this site would cause the loss of valued open space within the village. The site has access problems.
- Site 215: Back Lane
The Parish Council submitted a view on this site and all the other sites on Back Lane to WODC in May 2016. The Parish Council would not support any development which would require access from Back Lane as increased traffic movements on the single track lane would represent a highway safety hazard.
- Site 261: Westfield site, Bampton Road
Subject to a new planning application to be discussed later in the meeting.
- Site 398: Land behind Foxwood Close, Cote Road
There is currently no highway access to this site. If access were to be created from North Street, the significant increase in traffic movements on this road which would arise from development on this large site would present a highway safety hazard. Development on this site would represent undesirable encroachment into open countryside.
- Site 427: Land on Bampton Road (field adjacent to Westfield House)
25% of this site is in Flood Zone 2 on the Environment Agency Flood Map. Local knowledge indicates that the whole of the field floods regularly and is unsuitable for development. Development on this site would be an undesirable extension of the village. The site has poor highway access, given its position on a narrow part of Bampton Road where there are several sharp bends.
- Site 430: Land west of Back Lane
The Parish Council submitted a view on this site and all the other sites on Back Lane to WODC in May 2016. The Parish Council would not support any development which would require access from Back Lane as increased traffic movements on the single track lane would represent a highway safety hazard.
- Site 431: Land at junction of Back Lane and North Street
Development on this site would represent an undesirable loss of open space which has a significant amenity value. The Parish Council would not support any access off Back Lane due to highway safety concerns.
- Site 432: Land east of North Street
The Parish Council has previously put forward this site as suitable for development, particularly for affordable housing. Development on this site would represent acceptable infill.

New Business (continued)

d) West Oxfordshire Strategic Housing and Economic Land Availability Assessment 2016

Site 399: Cote (adjacent to Hooks Hatchery)

This is a large site, and large scale development on it would be unsuitable for this small linear village. The significant increase in the volume of traffic that would be generated would be unsuitable for the narrow road through Cote and the hazardous crossroads at the junction of Cote with the B4449. Living conditions for people in housing on the site would be unacceptable due to the proximity to the hatchery (noise and odour).

7. Community Trust

Minutes of the recent meeting were put in the folder.
Short mat bowls at the village hall starts on 8th June.

8. Parish Infrastructure

a) Village maintenance

Phil West told the Clerk that Chris Smith has told him that he hasn't received the request to weed spray the village. The Clerk confirmed that she had sent the request to the email address previously used by Mr Smith to send invoices. Phil West said Mr Smith has confirmed that he could carry out the spray for £190 (the same price as in 2015). Phil West was asked to contact Mr Smith to advise him that an email has been sent.

John Ordish told the Parish Council that a local resident has expressed concern that a patch where the road has been previously repaired on Cote Road (near the junction with Bull Street) has started to sink. Richard Haines said that he will review the area.

b) Metal chicanes/barriers at footpath ends – Woodbridge Close, Cote Road, Bull Street
Oxfordshire County Council requires payment of the fee of £421.81 in advance – cheque to be sent after this meeting.

9. PLANNING

New planning applications

16/01235/FUL North Street Farm (plot 3)
Amendments to Planning Permission 14/1229/FUL to allow the erection of a detached double garage
No comments.

16/01379/FUL North Street Farm (plot 4)
Amendments to Planning Permission 14/1229/FUL to allow design changes, including the installation of two dormer windows on the front elevation
No comments.

With some of the hoardings on this site now having been removed, the extent of the open spaces outside the garden boundaries has become more clear. The Clerk was asked to contact West Oxfordshire District Council to find out who will own and maintain the open spaces, and what protection there will be against them being subsumed into people's private gardens.

PLANNING (continued)

New planning applications

16/01423/FUL Westfield House, Bampton Road, Aston
Conversion of Westfield House from a vacant former nursery school into 4 apartments and construction of four detached family homes together with associated access and car parking

It was resolved that the Parish Council would object to this application on the grounds that the house and site should be retained for business/employment use, given that there are very few employment sites in the parish. The loss of the employment opportunities which would arise from the conversion of the property to residential dwellings would be detrimental to the economy and sustainability of the parish.

Planning applications granted

16/01101/HHD 2 Manor Close, Aston
Erection of single and two storey extensions
(amended design to previously approved application)

16/01135/HHD 19 Waites Close, Aston
Erection of front porch

16/01260/PN42 Wayside House Cote Bampton
Erection of single storey rear extension
(prior approval not required)

Update to major planning application

15/01550/OUT Land North of Cote Road, Cote Road, Aston (Gladman site)
Residential development for up to 41 dwellings (outline)

The Parish Council has now been sent a copy of the legal agreement. The s106 agreement includes funding of £47,872 for sport and recreation facilities and £35,992 towards the enhancement and maintenance of play and recreation areas within Aston.

The agreement specifies that the £10,000 towards traffic calming will be paid to the Parish Council (the Parish Council was not consulted on this).

The agreement includes the following in respect of the Open Space: (the developer is) "Not to cause or permit the Open Space to be used for any purpose other than public open space."

The Clerk was asked to obtain information on potential traffic calming measures and their relative cost from Oxfordshire Highways.

It was agreed that the Parish Council should discuss the future use of the open space at the next meeting in order to develop thought on whether the Parish Council would wish to bid for its ownership when the site is being developed.

10. FINANCE

a) *Annual Governance Statement – Section 1 of the Annual Return*

The Statement for completion by the Parish Council and a report thereon by the Clerk had been circulated in the Clerk’s Briefing Notes. The Council reviewed the statements to be made and confirmed that the answer in each case was “Yes.” Proposed by Jane West, seconded by John Ordish.

b) *Accounts for year ended 31 March 2016 – Section 2 of the Annual Return*

Circulated in the Clerk’s Briefing Notes.
It was resolved to approve the return covering the financial accounts in Section 2 of the Local Councils Annual Return to the external auditors.
Proposed by Jane West, seconded by John Ordish.

c) *Internal audit for 2015/16*

A copy of the report from the internal auditor had been included in the Clerk’s Briefing Notes. It was noted that the internal auditor had not identified any issues to notify to the Parish Council.

d) *Reduction to interest rates on deposit accounts*

The Clerk informed the Parish Council that the Nationwide is reducing the interest on the account from 1.0% to 0.8%. This is still more than alternative accounts. Santander is reducing the interest on the small deposit placed with them to 0.3% from 0.45%.

e) *May invoices presented for approval and payment*

		Statute
Clerk’s salary and working from home allowance	374.00	LGA 1972, s112
Clerk’s expenses – printing – 213 sheets @ 7p, stamps £19.44 & refreshments for APM £2.90	37.25	LGA 1972 s111
Tower Mint Ltd (HM Queen 90th birthday medals)	438.84	LGA 1972 s137
West Oxfordshire District Council – grass cutting, verges & War memorial 1 cut (1 invoiced in year to date)	380.80	HA 1980, s116 WM (LAP) Act 1923 s1 &3
West Oxfordshire District Council – emptying of dog bin in June	21.25	Litter Act 1983
Oxfordshire County Council – amendments to pedestrian barriers	421.81	LGA 1972 s137
Des Johnston – two cuts of playing field (5 in season to date)	144.00	LG(MP)A 1976, s19
Total	£1,817.95	

It was resolved to make the above payments, proposed by John Ordish, seconded by Paul Sparrowhawk.

Signeddated.....