

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

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

In Attendance: Elaine Anstee – Clerk
Steve Good (WODC Councillor) via TEAMS
Lysette Nicholls (WODC Councillor) via TEAMS
5 Representatives from OCC
9 members of the public
- 2. Apologies from Members:** There were apologies from Gill Ball and Jane West.
- 3. Minutes of the previous meeting** of the Parish Council on 5th August 2021 were agreed as a true record and it was RESOLVED as proposed by J Ordish and seconded by P West, with all in agreement that the meeting Chairman signs them.
- 4. Parish Councillors - Disclosure of interests on agenda items – None**
- 5. A. Event Planning and Guidance**
Following an introduction from the Chairman and short report from the Clerk the meeting was opened for Public Participation.
- 6. Meeting Open for Public Representation –**
There were concerns received from 7 of the residents present that the proposed draft report from the Clerk indicated that the Parish Council was not ‘interested’ in events in the Parish and the wider impact on the community if such events were not properly organised. Cllr S Good (WODC) explained in detail the where the responsibilities lay in the licensing of events and the differences between Temporary Event Notices (TENS) and a Full License, both of which are applied for through WODC Licensing.

The Chairman responded that the Parish Council had been discussing/monitoring Astonbury since at least November 2019. Furthermore, when it was ascertained directly that the Astonbury Committee had not got, or even applied for, the relevant licences it was the Parish Council that went to the Astonbury Committee the very same day and asked that the event be postponed or cancelled immediately - which it was the next day (6 weeks before the planned event). The Chairman concluded therefore that any suggestion that the Parish Council was not 'interested' seemed not to be borne out by the facts. The Parish Council was asked to be proactive in ensuring that events in the parish had all the correct licensing in place.

The Parish Council summarised its learning and response in the following statement:

'The Parish Council notes the concerns raised formally by 7 residents in relation to Astonbury and its organisation, regarding lessons for future events in the parish. Having researched its responsibilities and duties, through organisations such as the Society of Local Council Clerks (SLCC), Oxfordshire County Council (OCC) and West Oxfordshire District Council (WODC), the Parish Council has no greater power or duty than any other resident of the parish in relation to holding or challenging an event. The Parish Council can, as can anyone, check that a Temporary Event Notice or Full Licence has been applied for from WODC (the Licensing Authority) and anyone can object in writing if appropriate. Anyone can check for road closures, if required, through OCC.

The Parish Council has no power to either enforce the application or stop an event going ahead. The Parish Council is not empowered to 'police' the activities of its residents other than as any individual can. It is the duty of everyone to report an activity that they witness and believe is illegal or dangerous to the proper authorities, including the police. Noting however, the Parish Council's moral obligation to protect the interests and balance the aspirations of all residents, particularly in the event of larger and potentially more intrusive events, we would encourage organisers to plan considerately, safely and as transparently as possible. We have therefore placed on the parish website, relevant links for event organisers to use to access event guidance from Gov UK, WODC and OCC. Out of courtesy we would ask that organisers of 'public' events notify the Parish Council of the event.'

7. Children's Home Update and Presentation

County Council officers delivered a 20 minute power point presentation on the new design of the proposed children's home on Back Lane, Aston. This will now be a single storey family building with room for 4 children and 2 adults. The parish councillors, WODC councillors and public present were able to give feedback on the design and their concerns.

The proposal is due to go for pre planning application on the 3rd September 2021.

8. WODC/OCC Matters

This report was delayed until the final agenda item.

9. Matters Arising from Previous Meetings

a) Traffic Calming Update

- The Square, Aston – on hold until OCC officers provide options.
- The gates and signage for Phase 2 have been installed and paid for so this element is now complete.
- The draft proposal bringing all requests for 20/30 mph extensions around Aston and Cote and build out at the village hall together is with OCC officers for processing.
- The remaining funds for traffic calming are £10,184.00 less the anticipated costs for 30 mph consultation (£3,255) and gates/signage (£4,077) will leave £4,004.

b) Future of North Farm

Subsequent to the meeting a briefing by the relevant OCC officers to the Council has since been arranged for 4 Nov. The Chairman has asked OCC for an indication beforehand of the 'direction of travel' they claim to have agreed with the OCC Chief Executive.

c) *HM Queen Elizabeth II Platinum Jubilee 2022*

There has been no response yet from the groups contacted about site for tree planting and the clerk will chase these up during September. The Chairman continues to be in discussion with the site manager and land agent for the Hawthorns development.

d) *Anti-Social Behaviour*

There have been no reports of anti-social behaviour.

10. Planning

New planning applications

Documents emailed to councillors on the 26 August 2021 for perusal prior to the meeting also available at <https://www.westoxon.gov.uk/planning-and-building/planning-permission/view-planning-applications/>

| | |
|-----------------------|--|
| Reference | 21/02586/HHD |
| Alternative Reference | PP-10026233 |
| Application Validated | Mon 02 Aug 2021 |
| Address | The Barn 2 Waites Close Aston Bampton Oxfordshire OX18 2ES |
| Proposal | Erection of a garden room / gym (retrospective) |
| Status | Under consideration |
| No Comment | |

Update on Previous Planning Applications

| | |
|-----------------------|---|
| Reference | 21/02262/HHD |
| Alternative Reference | PP-09973226 |
| Application Validated | Mon 28 Jun 2021 |
| Address | 47 Cote Road Aston Bampton Oxfordshire OX18 2DU |
| Proposal | Erection of detached outbuilding. |
| Status | Decided |
| Decision | Approve |
| Decision Issued Date | Mon 09 Aug 2021 |

| | |
|-----------------------|--|
| Reference | 21/02211/FUL |
| Alternative Reference | PP-09803371 |
| Application Validated | Tue 22 Jun 2021 |
| Address | Aston Mile Farm Aston Bampton Oxfordshire OX18 2EU |
| Proposal | Erection of an agricultural building |
| Status | Decided |
| Decision | Approve |
| Decision Issued Date | Fri 06 Aug 2021 |

| | |
|-----------------------|--|
| Reference | 21/01588/FUL |
| Alternative Reference | PP-09794291 |
| Application Validated | Tue 04 May 2021 |
| Address | 25 Foxwood Aston Bampton Oxfordshire OX18 2DZ |
| Proposal | Subdivision of existing dwelling to create two dwellings, works to include erection of two storey side extension and single storey rear extensions along with the provision of bin storage and accessible off-street parking to both dwellings |
| Status | Decided |
| Decision | Refuse |
| Decision Issued Date | Thu 05 Aug 2021 |

11. New Business

a) *Oxfordshire Local Plan 2050*

The clerk attended a briefing on the 19th August and shared the resultant links with councillors. The plan brings together all the district councils and city council to try and create a cohesive approach to planning on housing, transport, and other county wide infrastructure challenges. There have been concerns that this plan will overwrite the existing Local Plan 2030 for West Oxfordshire and that we will become 'open' to speculative development. There are to be further briefing and the opportunity to consult runs to the 8th October 2021.

It was crucial that WODC's position as the Local Planning Authority regarding the potential impact upon their Local Plan be made clear before any response from the Parish Council to the public consultation exercise. Councillor Nicholls agreed to pursue this.

b) *Governance – Policies for Review*

It was RESOLVED as proposed by J Ordish and seconded by P West with all in agreement to the review and re-adoption of the Financial Regulations for 21-22.

12. Community Trust

The last meeting was a maintenance evening and the next one will be the AGM on 15th September at 7.30pm in the village hall.

13. Parish Infrastructure

a) *Village maintenance*

The weeds on the corner of The Square need weed killing so the clerk was asked to make this request of the contractor.

b) *Asset Check*

J Ordish offered to do the check of the physical assets in time for the October meeting.

14. FINANCE

a) *Account Balances – noted.*

b) *Voices Grant Application 21/22*

It was RESOLVED as proposed by R La Forte and seconded by J Ordish, with all in agreement, to grant £1,200 to Voices and commend the excellent work done by the editorial team and volunteer who deliver the magazine.

c) *Bank Reconciliation to 30 June 2021.*

To be checked by B Lings.

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

| | NET | VAT | Gross Amount |
|---|-------------------|---------------|------------------|
| Clerk's expenses 298 x 7p/Microsoft Office £43.20/ | 7.86 | 7.20 | 82.06 |
| D Johnson – Invoice 2189 (Telephone Box) and 2190 | 716.00 | | 716.00 |
| DF Williams – Bus Shelter Cleaning – Invoice 104220 | 134.68 | 26.94 | 161.62 |
| Freeola Renewal for domain | 16.80 | 3.36 | 20.16 |
| Voices Grant 21/22 | 1,200.00 | | 1,200.00 |
| Total to be decided and approved | £ 2,075.34 | £37.50 | £2,179.84 |
| | | | |
| Monthly Standing Orders | | | |
| Clerk's Salary | 362.90 | | 362.90 |
| WODC Dog Bin emptying Inv 33424662 | 20.17 | 4.03 | 24.20 |
| HMRC PAYE | 90.60 | | 90.60 |
| Total SDOs | £473.67 | £4.03 | £477.70 |
| Total | £2,549.01 | £41.53 | £2,657.54 |
| | | | |

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

R La Forte and Lysette Nicolls reported on recent and future meetings with Thames Water.

It will be vital to encourage as many people as possible in the parish to complain independently and collaboratively to Thames Water to get any form of action on the problems we have with sewage disposal and flooding.

An article by Councillor Nicholls and all local parish councils will appear in the next (imminent) publication of 'Voices'.

Minutes of the Parish Council meeting held on Thursday 2 September 2021.

16. Matters arising since publication of agenda/

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

17. Date of next meeting: Thursday 7th October 2021, 7.30pm

Monthly meeting of Parish Council

Meeting closed at 21.54 pm.

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