

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL  
MEETING HELD ON THURSDAY 3<sup>RD</sup> NOVEMBER 2016 IN THE  
VILLAGE HALL, ASTON AT 7.30 PM**

**1. Members Present:** Richard Haines (Chairman)  
Jane Everex  
Ben Lings  
John Ordish  
Paul Sparrowhawk  
Jane West  
Phil West

**In Attendance:** Helen Sandhu – Clerk  
Charles Mathew, Oxfordshire County Councillor, arriving at item 6.  
2 members of the public

**Members' Apologies:** None

**2. Minutes of previous meeting** – on 6 October 2016 were agreed as a correct record and signed by the Chairman.  
Proposed by Paul Sparrowhawk, seconded by Jane West.

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

**4. Public Representations**

The owner of the Old Dairy Barn, Cote spoke about the planning application for the property. He said that the application is for a moderate single storey extension. The immediate neighbours have expressed support and the extension will not be able to be seen from the road. A previous application for a double storey extension was refused by the District Council; this new application is for a single storey extension with a smaller footprint.

A resident from Saxel Close said that he had attended the meeting to make some further points about the planning application for up to 30 dwellings adjacent to Foxwood Close which was discussed at the October meeting. He expressed the view that the District Council seems to accept that some speculative development is inevitable and is choosing which village will suffer that development when it selects which applications to oppose and which to permit, due to the potential costs involved if developers take refused applications to appeal. He observed that the County Council has objected to this application on flooding grounds.

The resident went on to talk about the new application for the development between the Village Hall and Saxel Close which currently has outline permission. The new application is to vary the current condition relating to sewage, so that the development can be connected to the mains sewer network. Richard Haines said that it is likely that the Parish Council would ask the District Council to apply a Grampian-style condition to any approval to connect this site to the mains sewer system. This will mean that all the proposed large developments in Aston will be held up until Thames Water upgrades the sewer infrastructure.

**Public Representations (continued)**

The Parish Council encouraged the resident to consider asking to speak at the Lowlands Planning Committee meeting when the development behind Foxwood Close is on the agenda.

It was resolved to change the order of business to consider planning as the next item on the agenda.

**5. PLANNING**

**New planning applications**

- 16/03227/HHD    Old Dairy Barn, Cote  
Single storey rear extension  
No comments.  
1 member of the public left the meeting
- 16/03309/S73    Land east of Saxel Close, Aston  
Variation of condition 3 of planning permission 131494/P/OP to allow connection to the existing foul sewer network as agreed by Thames Water (the strategy shall be in accordance with the foul water outfall study prepared by JPP consulting - drawing no SK02).  
Town and Country Planning Act  
The contradiction between the evidence provided by the applicant and the study carried out by Thames Water itself for the application for up to 41 dwellings adjacent to Foxwood was noted.  
It was agreed that the Parish Council would request that if the District Council approves this application, the approval is with a Grampian-style condition as Thames Water's own study carried out for the development adjacent to Foxwood has concluded that the sewerage system could not cope with additional housing being attached to it. This is even more critical now, given the number of other large planning applications that are being considered both in Aston and in Bampton which connect to the same system.
- 16/03315/HHD    Nethercote Barn, Cote, Bampton  
Conversion of garage roof space to create home office/study  
No objection, but request condition that the converted space must be ancillary to the main dwelling and not occupied separately.
- 16/03214/HHD    5 Saxel Close, Aston  
Erection of single storey side extension  
No comments.

**Follow up to previous planning applications**

- 14/01496/FUL    Thistle Cottage, Ham Lane, Aston  
The Parish Council expressed dissatisfaction at the conclusion of the Enforcement Officer of West Oxfordshire District Council that there is no material breach of planning control. Richard Haines, who attended the Lowlands Planning Committee meeting at which approval for the development was given, reminded the Parish Council that some members of the committee had been very concerned about the loss of the trees on the site, and that approval was only given because the application included proposals for new tree and hedge planting and the reinstatement of the highway verge. The approval included conditions to

ensure that the plans as approved were completed before the dwellings were occupied, and this condition should be enforced. The Clerk was asked to write to Giles Hughes, copying Phil Shaw at the District Council to express the Parish Council's views on this matter and to request that the District Council takes enforcement action.

16/03005/OUT Land North of Cote Road, Cote Road, Aston  
Richard Haines agreed to represent the Parish Council at the Lowlands Planning Committee meeting at which this application will be heard (expected to be on 14 November).

## 6. Oxfordshire County Council Matters

The interim Inspector's report on the County Council's Minerals and Waste Strategy has been published. The Inspector has endorsed the County Council's target extraction volume of 1.15 million tonnes of sand and gravel, despite this being significantly above the actual historic volumes of sand and gravel required. The target for 50% to be extracted in the north of the county and 50% in the south has been retained. This would be an improvement over the past, where 76% has been dug from the west and only 34% from the south. With the target of 1.15 million tonnes, the County's current landbank would cover 17 years of extraction. The problem with this is that 82% of the landbank is in west Oxfordshire, so in reality actual extraction rates will be nowhere near 50% south/50% north by 2031.

Mr Mathew said that he has become aware that the County Council is planning to close the A415 for 2 weeks in February 2017, although he does not know for what purpose; Mr Mathew said that he has concerns about the traffic impact of this on Aston and the surrounding area. The Parish Council informed Mr Mathew that they have not been informed of the planned closure.

## 7. Matters Arising from Previous Meetings

### a) *Installation of commemorative bench on new patio at Village Hall*

John Ordish told the Parish Council that the additional paving stones have been laid and that arrangements will now be made to install the bench.

### b) *Community Trust proposals for relocation and re-equipping of the younger children's play area at the village hall*

No further update.

### c) *Closure of Great Brook Road to allow replacement of the metal bridge at the end of the footpath from Ham Lane*

This work was originally scheduled for the end of September, but has been rescheduled (again) to start on 21 November for up to 4 weeks.

### d) *Anti Social Behaviour*

Young people caused a disturbance at the Village Hall on the evening of 31 October by banging on the windows when the hall was in use.

## 8. New Business

### a) *Meeting with representatives of Thames Valley Police to discuss speeding concerns in our parish*

Richard Haines will be meeting with Inspector Fishwick and PC McHale on Tuesday 15 November to review and discuss local concerns about speeding in the parish. John Ordish said that he may also be able to attend.

**New Business (continued)**

- b) *Remembrance Sunday service at Aston War Memorial (Sunday 13 November 2.45pm)*  
Richard Haines will be representing the Parish Council.
- c) *Royal British Legion Poppy Appeal – Parish Council donation*  
It was resolved that the Council, in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, would give a donation of £150 to Royal British Legion (to include the cost of the wreath). This is, in the opinion of the Council, in the interests of the inhabitants of the Parish and will benefit them in a manner commensurate with the expenditure. Proposed by Paul Sparrowhawk, seconded by Jane Everex.
- d) *Donation request from West Oxfordshire Citizens Advice Bureau*  
It was resolved that the Council would give a donation of £120 to the West Oxfordshire Citizens Advice Bureau. Proposed by Jane Everex, seconded by Jane West.
- e) *BT consultation on removal of public payphone on High Street, Aston*  
It was resolved that the Parish Council would not object to the removal of this payphone.
- f) *Donation request from Sue Ryder*  
It was resolved that the Parish Council would not give a donation due to the geographical distance of the hospice from the parish.
- g) *Request from Scottish & Southern Energy for help with compiling a Register of people who need priority services in case of a power outage*  
It was agreed that this letter would be forwarded to Sylvia Brown for the Wednesday Club to consider.
- h) *Revised Local Plan – consultation starting 7 November 2016*  
The updated draft Local Plan will be considered at the Parish Council meeting on 1 December.

**9. Community Trust**

Minutes of the recent meeting were put in the folder.

**10. Parish Infrastructure**

- a) *Village maintenance*  
It is too late in the year to carry out a further weed spray. Councillors confirmed they would still like the contractor to clear the overgrown 30mph signs in the parish. The noticeboard at Southlands is deteriorating – to look to replace in 2017. The bench on Southlands needs treating.
- b) *Grass cutting of the playing field*  
The last grass cut has now been done. The contractor has purchased a new machine to use in 2017 which will collect the cuttings; it is hoped that this will improve the junior pitch surface in particular.

**11. FINANCE**

a) *Account Balances* – Noted

b) *Bank Reconciliations at 30 September 2016* –Noted.

c) *Receipts and Payments account to 30 September 2016* – Noted.

d) *Budget for 2017/18*

The first draft of the budget and the report thereon in the Clerk’s Briefing Notes was discussed. It was agreed that the Parish Council would in principle aim to keep the precept at the same level as in 2016/17.

The Clerk was asked to put the following changes into the budget and to prepare a second draft for discussion at the meeting on 1 December:

- Grass cutting of playing field – increase maximum number of cuts to 18; 15 as a standard and a further 3 with the prior permission of the Parish Council;
- Grants paid under statute – Voices £1,000, Citizens Advice Bureau £150, playground maintenance maximum of £750; Aston minibus maximum of £750; Cote Chapel maximum of £300; St Mary’s Shifford grass cutting maximum of £300; St James Church grass cutting maximum of £700.
- The principle of making small grants available to non-profit making organisations in the parish via an annual application round was discussed. It was agreed to set aside a maximum fund of £1,115 that organisations will be able to apply for a share of. Process to be agreed at a subsequent meeting.
- Non-statutory (s137) grants – British Legion £150, Volunteer Link-Up £135.
- Village maintenance budget - £1,500.
- Potential one-off projects – speed indicator device on Bampton Road (Clerk to try to get a guide cost from Oxfordshire County Council); replacement of Southlands notice board.

e) *October invoices presented for approval and payment*

		Statute
Clerk’s salary and working from home allowance	374.00	LGA 1972, s112
Clerk’s expenses – printing – 277 sheets @ 7p	19.39	LGA 1972 s111
West Oxfordshire District Council – emptying of dog bin in November	21.25	Litter Act 1983
Smith of Derby Ltd – replacement of motors	765.60	
Donation to Royal British Legion	150.00	LGA 1972, s137
Donation to West Oxfordshire Citizen’s Advice Bureau	120.00	LGA 1972, s142
<b>Total</b>	<b>1,450.24</b>	

It was resolved to make the above payments, proposed by John Ordish, seconded by Ben Lings.

**12. Confidential Business**

a) *Clerk’s salary review for 2017/18*

The Clerk left the meeting

It was resolved to increase the Clerk’s pay to £13.25 per hour from 1 April 2017.

The Clerk rejoined the meeting.

Signed .....dated.....