

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL MEETING HELD ON  
Thursday 4<sup>th</sup> July 2024 at the Village Hall, Aston, at 7.30pm**

**Members** Russell La Forte (Chair)  
**Present:** J Ordish  
B Lings  
G Ball  
P Sparrowhawk

**In Attendance:** Elaine Anstee – Clerk  
Cllr Steve Cosier (WODC)  
4 members of the public

1. **Apologies from Members:** There were apologies from R Anstee.
2. **Parish Councillors - Disclosure of interests on agenda items** – R La Forte and P Sparrowhawk declared a nonpecuniary interest in Agenda Item 12 as they are trustees. J Ordish declared a non-pecuniary interest in agenda item 10a as he is a church warden.
3. **Minutes of the previous meetings** of the Parish Council on 11<sup>th</sup> June 2024 were agreed and it was RESOLVED as proposed by R La Forte, seconded by B Lings, with all in agreement, that the meeting Chair signs them.
4. **Meeting Open for Public Participation – None**
5. **WODC/OCC Matters**  
**Apologies received from OCC Cllr D Levy and WODC Cllr C Maynard.** Cllr S Cosier (WODC) reported that he had attended the residents meeting with Living Space (Brier Furlong developer) on 18<sup>th</sup> June 2024. He has followed up by speaking to the planning department at WODC and ascertained that site visits from WODC planners is not normal practice. The enforcement carried out by letter. He will remain on the case.
6. **Matters Arising from Previous Meetings**
  - a) *Quick updates:*
    - *Electronic Speed Signs* – request for replacement of the two existing and quote for new one for Bampton Road submitted and chased with response from OCC that the tender was progressing. No further update.
    - *Cote Chapel* – The Historic Chapels Trust has reported that it was continuing its work to find a new guardian for the chapel. No further update.
    - *Gate at St James Church* – JO has identified a potential supplier and will reach out to them.
    - *Footpaths/Treescaping* – deferred until September.
    - *Thames Water* – The data from the flow monitors is being reviewed and the work at St Jospeh’s has been pushed back to October at the request of the residents.
    - *Traffic calming update and other traffic issues* – deferred until VAS installed and effects analysed.

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b) *Neighbourhood Plan*

No update.

c) *Data Logger and Flood Grant - OCC*

Quote requested and following meeting with OCC retrospective grant funding will be forth coming.

d) *Defibrillators – deferred from June meeting*

Brier Furlong – Living Space (Stonewater) will fund the purchase of and installation of a defibrillator and G Ball confirmed that this could go at the Aston Pottery. Aston and Cote School would like a defibrillator box to be mounted on the outside wall of the school and to house their defibrillator. Clerk to get a quote including installation and electrics – precise location to be discussed with headteacher. The defibrillator at the garage is nearly a decade old and the technology has improved. It has also been used on more than one occasion during that period. The clerk has checked on the industry expectation for the life of a defibrillator and it is 10 to 15 years. Plan to upgrade it in 2025-26 and just when to do so to be reviewed in November.

e) *Anti-Social Behaviour*

None reported at time of agenda.

## 7. PLANNING

### New planning applications - None

### Update on Ongoing Planning Applications – For Information

- a) Brier Furlong – Clerk reported that the residents meeting on the 18<sup>th</sup> June had been frank on both sides of the table. Stonewater will commission a piece of public art to go alongside the development. Following information from the Aston History group have led to the Idea of basing the design on the Aston 16's. This was a unique activity in Aston to do with managing open land. Each parcel of land had a symbol, and they want to use the symbol for the field on which Brier Furlong is sited, for the art piece.
- b) Marsh Furlong – item 6 under Thames Water.
- c) St Joseph's Court – item 6 under Thames Water.
- d) North Farm – latest information published in Voices and on website. Awaiting further update from Bluestone Planning/OCC.
- e) Potential new development – Lone Star Land. Outline planning permission will go in by 5/7/24. Once outline achieved, they will sell on to a developer. The major issue is footpath. Once the Parish Council has received the consultation from WODC for the planning application in its response it will be vital to include clear and measurable conditions designed to get the most out of the development for the whole of the parish. Lone Star Land have requested a meeting before there is a response to outline planning application.

## Update on Previous Planning Applications

<b>Reference</b>	<b>24/00888/HHD</b>
Alternative Reference	PP-12925592
Application Validated	Tue 23 Apr 2024
Address	Chestnut House Ham Lane Aston OX18 2DE
Proposal	Alterations to include erection of single storey rear extension, conversion of existing garage to create additional living space with first floor extension above. New render to external facade and construction of detached double car port.
Status	Withdrawn
Decision	Application Withdrawn
Decision Issued Date	Tue 18 Jun 2024

## 8. New Business

### a) *St James Church Grass Cutting Grant request*

It was RESOLVED as proposed by R La Forte, seconded by P Sparrowhawk, with all in agreement to grant £570 to St James Community Church in respect of church yard grass cutting.

### b) *FORMAL CONSULTATION ON THE PROPOSAL BY OXFORDSHIRE COUNTY COUNCIL TO DESIGNATE CERTAIN STREETS AS TRAFFIC-SENSITIVE UNDER THE STREET WORKS (REGISTERS, NOTICES, DIRECTIONS AND DESIGNATIONS (ENGLAND) REGULATIONS 2007*

The consultation date to start is 27<sup>th</sup> June 2024 until 26<sup>th</sup> July 2024 and will be accessible on the OCC 'Let's Talk' system. Link sent to councillors prior to the meeting with papers. Aston is included but not the access road to Chimney across the Great Brook bridge. Because the Great Brook floods the road making the bridge the main access – this needs to be added. Clerk to respond to survey accordingly. Additionally, to note that extra costs to contractor will just go back customer and ultimately the residents. This will also be extra costs for OCC.

### c) *Oxfordshire CC Local Flood Risk Management Strategy Consultation – deferred from June meeting*

The consultation revised date to start is 28<sup>th</sup> June 2024 until 23<sup>rd</sup> August 2024 and will be accessible on the OCC 'Let's Talk' system. Deferred to August meeting to allow all councillor's time to review.

## 9. Governance – Policies for Review

- Financial Regulations 2024 – it was RESOLVED as proposed by R La Forte, seconded by J Ordish, with all in agreement, to agree the revised Financial Regulations 2024 as based on the new NALC Model Policy.
- Small Grants Policy 2024-25 – it was RESOLVED as proposed by J Ordish, seconded by G Ball, with all in agreement, to agree the updated Small Grants Policy and application form.

## 10. Community Trust

The AGM was on the 19<sup>th</sup> June 2024 at 7.30pm and P Sparrowhawk attended on behalf of the Parish Council. He has now taken a position on the committee. MUGA – the planning application is with WODC.

## 11. Parish Infrastructure

### a) Village maintenance

To identify any current maintenance work required. Budget remaining for 2024/25 is £1,500.

The bench at the end of Foxwood to be purchased from Glasdon at a cost of £585 plus VAT.

Chimney residents have reported that the annual cut for the road verges was stopped by BBOWT at the car park – Clerk to contact OCC and request that the cut is completed.

North Street – gulleys need emptying, and this has been reported on Fix My Stret – clerk to chase directly with OCC Highways.

## 12. FINANCE

### a) Account Balances to 30 June 2024 – noted.

### b) It was RESOLVED to approve the following payments for the period June 24 as proposed by J Ordish, seconded by B Lings, with all in agreement.

	NET	VAT	Gross Amount
Community Heartbeat – Annual Support	165.00	33.00	198.00
St James Church – Grant	570.00		570.00
WODC – Quarterly Dog Bin Emptying	142.29	28.46	170.75
D Johnston – Inv 2467	169.00		169.00
<b>Total to be decided and approved</b>	<b>£1,107.29</b>	<b>£61.46</b>	<b>£938.75</b>
<b>Total of already approved/paid</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
<b>Monthly Standing Orders/DDs</b>			
Clerk’s CC – Freeola £16.87 & Bank Charge £3	£17.06	2.81	19.87
Clerk’s Salary including WFH Allowance	210.05		210.05
RFO Salary including WFH Allowance	185.75		185.75
HMRC PAYE	89.80		89.80
<b>Total SDOs</b>	<b>£502.66</b>	<b>£2.81</b>	<b>£505.47</b>
<b>Total</b>	<b>£1,379.95</b>	<b>£64.27</b>	<b>£1,444.22</b>

## 13. CONFIDENTIAL Item to be discussed in closed session.

To resolve to exclude the press and the public in accordance with the Public Bodies (Admission to Meetings) Act 1960. – No resolution as no public present.

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**14. CONFIDENTIAL – Recreation Ground Tender**

**15. Confidential – Co-option**

**16. Parish Councillors' and clerk's reports from meetings attended since last meeting.**

GB – Bampton Exhibition – Aston School has had 2 grants but not thanked the trust.

PS – Bampton Flood group – minutes emailed

RLF – History boards are progressing – final draft next week.

**17. Matters arising since publication of agenda/**

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

**(For discussion only)**

No 19 bus – Aston shut dead after 7pm – no taxis/no buses – who to lobby!

**18. Date of next meeting:** Thursday 1<sup>st</sup> August 2024, 7.30pm

Being the monthly meeting of Parish Council.

Meeting closed at 21.42 hrs

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