

MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL MEETING HELD ON THURSDAY 4th March 2021 via THE ONLINE PLATFORM TEAMS, AT 7.30 pm

1. Members Russell La Forte (Chairman)

Present: Jane West
Ben Lings
Paul Sparrowhawk
Gill Ball

In Attendance: Elaine Anstee – Clerk
WODC Cllr S Good
L Payne (Joined at 7.52pm)
S Grace (Joined at 7.52pm)
OCC Cllr C Mathew (Joined at 8.08pm)

2. Apologies from Members: There was an apology from J Ordish and P West.

3. Minutes of the previous meeting of the Parish Council on 4th February 2021 were agreed as a true record and it was RESOLVED as proposed by J West and seconded by B Lings, with all in agreement that the Chairman signs them.

4. Parish Councillors - Disclosure of interests on agenda items – There were no declarations of interest on agenda items.

5. Meeting Open for Public Representation – There were no members of the public present.

6. WODC/OCC Matters

Cllr S Good gave an update on the local council elections and congratulated on the work done so far in respect of North Farm.

Cllr C Mathew reported OCC has agreed to feasibility study for train from Witney to Yarnton and document is going to government tomorrow. 87% of respondents were in favour.

Planning application for Eynsham and A40 to be heard on 8th March though the consultation is not finishing until 3rd April 2021.

7. Matters Arising from Previous Meetings

a) Traffic Calming Update

- The Square, Aston – Plan based on the initial discussions has been delayed due to the pandemic but will be looked at in the Spring.
- The clerk is in the process of costing the implementation signs/gates for Cote/Shifford and Chimney and proposes that the draft report will be presented at the April meeting.

Minutes of the Parish Council meeting held on Thursday 4th March 2021.

- The clerk is in the process of drafting a proposal bringing all requests for 30 mph extensions around Aston and Cote. This will be sent to OCC Highways on completion. It was suggested that a request for 20 mph on Ham Lane/Marsh Furlough/Saxel Close/Back Lane/ Foxwood/Bull Street/ be included in the proposal. The clerk is to investigate this as a phase three option and move forward with the 30mph revisions.
- The remaining funds for traffic calming are £10,184.00.

b) Future of North Farm – Update by the Chair

Following a discussion on the latest update it was decided that:

1. All agreed that the risk of doing nothing outweighs the risk of doing nothing in relation to the site.
2. Continuing discussions with OCC focusing on quantity of housing needed to make project viable for OCC issue, exemplar design and community benefits in more detail.
3. Commence Stage Two consultation on principle/bottom line and specific ideas using a more specific survey. The consultation to run until 6th May 2021 to allow for review at the monthly Parish Council meeting on 13th May 2021.

c) Land to the East of Back Lane

Bluestone Planning have been advised by County that the project is still on hold pending sign off at directorate level looking at progressing with a revised build plan.

The clerk is to request a formal sentence from OCC about what is going on for updating the community.

d) Anti-Social Behaviour

Dog Poo on Ham Lane has been raised as an issue and a new poo bin suggested for siting opposite the last house on the lane. The approximate cost would be £285.00 for the bin and £189.00 per annum for emptying. In respect of the request for a dog bin at the Foxwood Grove site the clerk was requested to contact the Mears Homes/Management firm first and encourage them to take on this request.

It was RESOLVED as proposed by P Sparrowhawk and seconded by G Ball with all in agreement to provide a new dog bin and emptying at opposite the last house in Ham Lane the once the permission of the landowner had been obtained.

It was agreed for the clerk to source sticky labels/posters to put on the dog bins similar to or from the NFU.

8. Planning

New planning applications

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

Reference	21/00263/HHD
Alternative Reference	PP-09457316
Application Validated	Wed 27 Jan 2021
Address	2 Kingsway Cottages Bampton Road Aston Bampton OX18 2BT
Proposal	Erection of single storey rear extension to replace existing conservatory.
Status	Under consideration
No objection	

Reference	21/00415/HHD
Alternative Reference	Not Available
Application Validated	Fri 29 Jan 2021
Address	3 Home Farm Cottages Back Lane Aston Bampton OX18 2DQ
Proposal	Erection of rear and side extensions
Status	Under consideration
No objection	

Reference	21/00286/HHD
Alternative Reference	Not Available
Application Validated	Wed 06 Jan 2021
Address	29 Woodbridge Close Aston Bampton Oxfordshire OX18 2DB
Proposal	Erection of single storey rear and first floor front extensions
Status	Under consideration
No objection	

Update on Previous Planning Applications – For Information

Reference	20/03178/HHD
Alternative Reference	PP-09255997
Application Validated	Thu 19 Nov 2020
Address	The Old Coach House Bull Lane Aston Bampton OX18 2DT
Proposal	Rear extension, 2 new dormers and replacement garage.
Status	Withdrawn
Decision	Application Withdrawn
Decision Issued Date	Tue 23 Feb 2021

Reference	19/03222/FUL
Alternative Reference	PP-08306499
Application Validated	Tue 24 Dec 2019
Address	Chimney Farm Barns Chimney Bampton Oxfordshire OX18 2EH
Proposal	Building operations and introduction of windows and door openings to facilitate the residential use of the modern farm building following the change of use from storage (use class B8) to a self contained residential dwelling (use class C3) by prior notification 19/01114/PN56 (Amended plans).
Status	Decided
Decision	Approve
Decision Issued Date	Wed 17 Feb 2021

9. New Business

- a) *Cote Telephone Box – Defibrillator Location*
Quotes as per the specification to be obtained for the refurbishment of the telephone box at Cote and for a new map/house location sign.
- b) *Consultation on Oxfordshire’s Draft Transport Plan*
The consultation is available at [Consultation Homepage - Local Transport and Connectivity Plan - vision consultation - Oxfordshire County Council Consultation Portal](#) and OCC is looking for residents to respond. The consultation opened on the 15 February and is due to run to the 28 March 2021. P Sparrowhawk to review.
- c) *Census March 2021*
For information with no specific requirements for Parish Council to action.
- d) *May Monthly Meeting of the Parish Council and APCM*
It was RESOLVED as proposed by R La Forte and seconded by J West with all in agreement to move the Annual Parish Council meeting and monthly Parish Council meeting to the 13th May 2021 as the village hall will be being used for the local elections. It is
- e) *Half yearly review of external Parish Council assets*
The green bench in Cote needs repainting and all other items are fine.

10. Community Trust

The Community Trust has developed a strategy with priorities for 2021 to consolidate existing projects and recovery from Pandemic/Astonbury 20-22 August with Fete on 21 Aug. The trust will be establishing work priorities for future years such as S106 projects. They have decided in principle to proceed with MUGA and have a series of other projects on the long term such as perimeter track/cycle path/extension to village hall.

11. Parish Infrastructure

a) *Village maintenance*

The bench has been installed on the grass opposite Waites Close and will be added to the Parish Council's physical asset list.

b) *Lengthsperson 2021*

The information provided was discussed but the requirement for self-employment and £10 million public liability insurance would be prohibitive for an individual considering the small number of hours being proposed. The clerk to do further research and speak to other local clerks on how this managed.

c) *Signpost in Cote opposite the Hatchery*

It was RESOLVED as proposed by R La Forte and seconded by J West with all in agreement to accept the quote to clear the brambles, cut back the hedge, clean wood, replace wooden cap and paint the old signpost opposite the hatchery in Cote.

d) *Noticeboard for Cote*

It was decided to opt for the same design as the Aston Parish noticeboard with preference to site it next to the telephone box in Cote. Clerk to source quotes and check land ownership.

e) *Defibrillator for Chimney*

It was decided to proceed with this project once ownership of the land had been established and agreement for siting the defibrillator in a stone built roofed shelter was obtained. The clerk to draft a simple project plan with costs. CHF to be the preferred supplier for the defibrillator.

f) *Allotments*

It was RESOLVED as proposed by J West and seconded by G Ball with all in agreement to request that M Ordish and G Long stand as trustees for the allotments for a term of up to three years.

12. FINANCE

a) *Account Balances – noted.*

b) *ICO Registration and annual fee.*

It was RESOLVED as proposed by B Lings and seconded by G Ball with all in agreement to make the payment of £35 by Direct debit to the ICO.

c) *Annual review of Effectiveness of Internal Control/Financial Regulations*

It was RESOLVED as proposed by R La Forte and seconded by J West with all in agreement to approve the Annual Review of Effectiveness of Internal Controls/Financial Regulations.

d) *Loans and Investment Policy/Annual Investment Strategy 2021-22*

This was deferred to the April.

e) *Renewal of membership of CPRE*

It was RESOLVED as proposed by J West and seconded by G Ball with all in agreement to renew the Parish Council's membership of CPRE for £36.00.

f) It was RESOLVED as proposed by R La Forte and seconded by B Lings with all in agreement to approve the following payments for the period March 2021.

	NET	VAT	Gross Amount
Clerk's expenses – 286 sheets x 7p/ / Microsoft Office £7.21	26.03	1.20	27.23
Ian Dunstan – Bench – Inv 25/02/2021	145.00		145.00
CPRE annual Membership	36.00		36.00
ICO DD	35.00		35.00
Total to be decided and approved	£242.03	£1.20	£243.23
Monthly Standing Orders			
Clerk's Salary	325.92		325.92
WODC Dog Bin emptying Inv 33394984	19.95	3.99	23.94
HMRC PAYE	76.80		76.80
Total SDOs	£422.67	£3.99	£426.66
Total	£664.70	£5.19	£669.89

13. Parish Councillors' reports from meetings attended since last meeting – nothing to report.

14. Matters arising since publication of agenda/

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

Renewal of OALC membership – April Agenda

Review of Policies and Procedures to be scheduled at two per month – new Governance heading – from April 2021

Review of Agenda and Minutes in relation to new SLCC Toolkit – to be decided on April agenda

Review of date for Annual Parish Meeting - currently set for 26th April 2021 – April agenda

Discuss potential ownership of land – public open spaces such as North

Farm/Allotments/Matthews Homes/ etc – implications such as insurance/legal implications/

Minutes of the Parish Council meeting held on Thursday 4th March 2021.

15. Date of next meeting: Thursday 1st April 2021, 7.30pm
Monthly meeting of Parish Council

Meeting closed at 8.50pm.

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