

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL
MEETING HELD ON THURSDAY 5TH JANUARY 2017 IN THE
VILLAGE HALL, ASTON AT 7.30 PM**

1. Members Richard Haines (Chairman)

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

In Attendance: Helen Sandhu – Clerk
Hilary Fenton, West Oxfordshire District Councillor
3 members of the public

**Members’
Apologies:** Jane West

2. Minutes of previous meeting – on 1 December 2016 were agreed as a correct record and signed by the Chairman.

Proposed by Jane Everex, seconded by Paul Sparrowhawk.

3. Parish Councillors – Disclosure of interests on agenda items

None

4. Meeting open for public debate

One of the members of the public present spoke on behalf of the applicants for the planning application for 2 new properties on land north of Back Lane. The application is for two new dwellings for two members of the same family who wish to return to the village where relatives live.

Richard Haines told the members of the public that he had looked at the paperwork supporting the application online and had noted that whilst Highways were not objecting to the application, they are requesting that there is a construction traffic management plan and the Parish Council would be likely to share this view. He also noted that the pollution consultant report for West Oxfordshire District Council observes that the site is near land which has historically been in-filled and that a land contamination assessment will need to be done before construction is started. The member of the public responded that he is aware of these issues, and that he knows the land well and is aware that there was historically a brickworks nearby. He said that as a developer he would routinely prepare a contamination report for every development.

Richard Haines ended by noted that the neighbours have objected due to concerns about flooding risk, stating that the site and surrounding fields often have standing water during the wetter months. The member of the public responded by saying that a flood survey will be carried out and a flood plan prepared. He stated that it is clearly in his interests as the developer and in the future owners’ interest that the properties do not flood.

The member of the public informed the Parish Council that the impact of the properties has been reduced following discussions with West Oxfordshire District Council planning, with the height of the properties having been reduced from the initial plans.

It was resolved to change the order of the agenda, with planning applications to be considered next. Proposed by Paul Sparrowhawk, seconded by John Ordish.

5. PLANNING

New planning applications

16/03203/FUL Chimney Farmhouse, Chimney
Demolition of existing outbuilding, installation of swimming pool and erection of stables with attached pool machinery room. Erection of detached double garage with garden shed and conversion of existing garage/store/utility room to create self-contained granny annexe with attached utility room

No comments.

16/04068/HHD Marsh Cottage, Back Lane, Aston
Erection of carport

No comments.

16/03960/FUL Land North of Back Lane, Aston
Construction of two detached dwellings with associated garaging and alteration to existing vehicular access

Response: No objection, but the following comments/requests for conditions to be submitted:

- The Parish Council would like there to be a construction traffic management plan in place for the build, to include a prohibition on contractors' vehicles parking on Back Lane;
- Given that the site and surrounding fields are known to have standing water on them during the wetter months, a flood risk assessment and drainage strategy need to be prepared, to be submitted to and approved by West Oxfordshire District Council prior to construction;
- Request that the properties are not occupied prior to the erection of the new boundary treatments (included the planting of all hedgerows) in order that the new properties enhance and do not detract from the Conservation Area;
- Whilst the application does not require formal consultation with Thames Water on the capacity of the waste water system to cope with the new properties; the Parish Council continues to raise this issue. The local sewerage system regularly fails and has to be pumped out using sewerage vehicles. Thames Water carried out an assessment of the local sewerage system in 2015 which concluded that the local sewerage system is not able to cope with additional properties being connected to it. The cumulative impact of new build properties will continue to exacerbate this problem.

16/03910/FUL Westfield House, Bampton Road, Aston
Erection of three dwellings with associated works

It was noted that this is a reduction from four properties which were originally included in application 16/01423/FUL (from which the new build properties were subsequently withdrawn), and also a reduction in height to two storeys from the previous 2.5.

- 16/03910/FUL Westfield House, Bampton Road, Aston
Erection of three dwellings with associated works (continued)
Response: No objection, but following comments/requests for conditions:
- Who will own and therefore be responsible for the maintenance of the large area of open “parkland” space at the front of the site which includes several mature trees fronting the public highway;
 - Request condition that there is no further development on the site (additional housing), including on the “parkland” space as this would constitute overdevelopment of the site, which is also understood to be the opinion of West Oxfordshire District Council planning, given the reduction to three properties in this application from the four included in the previous (withdrawn) application;
 - Whilst the application does not require formal consultation with Thames Water on the capacity of the waste water system to cope with the new properties; the Parish Council continues to raise this issue. The local sewerage system regularly fails and has to be pumped out using sewerage vehicles. Thames Water carried out an assessment of the local sewerage system in 2015 which concluded that the local sewerage system is not able to cope with additional properties being connected to it. The cumulative impact of new build properties will continue to exacerbate this problem.

Follow up to previous planning applications

- 14/01496/FUL Thistle Cottage, Ham Lane, Aston
Letter sent to Giles Hughes, head of WODC planning – response awaited

Planning applications approved

- 16/03309/S73 Land east of Saxel Close, Aston
Variation of condition 3 of planning permission 13/1494/POP to allow connection to the existing foul sewer network
- Permitted subject to the following additional condition:- “Prior to the first occupation of any of the houses hereby approved a timetable agreed in association with Thames Water for the implementation of any works to prevent sewer surcharging shall be submitted to and agreed in writing by the Local Planning Authority.
Reason: To ensure that the potential for the proposed development to add to the existing sewerage discharge problems in the vicinity of the site is recognised and that timetabled measures are in place for the sewerage undertaker to address that potential issue.”

Planning applications refused

- 16/03005/OUT Land North of Cote Road, Cote Road, Aston
Outline planning permission for up to 30 residential dwellings and associated works
Refused by the Planning Officer under delegated powers for 3 reasons:
- Harmful urbanising impact on the sensitive rural edge and approach to the settlement, will unduly urbanise an attractive area of open countryside, compromise key views, harm the setting and context of heritage assets and detract from the attractive rural character of the settlement edge;

- 16/03005/OUT Land North of Cote Road, Cote Road, Aston
Outline planning permission for up to 30 residential dwellings and associated works (continued)
- Absence of an agreed mitigation package and appropriate amount and nature of affordable housing;
 - Inadequate demonstration that the drainage strategy is able to mitigate the likelihood of flooding given the lack of infiltration and potentially high water table on the site and inadequately sized swale
- 16/03716/FUL Ferndale, Back Lane, Aston
Proposed detached timber framed garage block with double garage and one bedroom first floor ancillary accommodation together with conversion of existing garage and formation of new vehicular access. Refused by the Planning Officer under delegated powers:
- “The detached garage, due to its visually prominent position and by reason of its scale and design would appear as an incongruous addition within the site and street scene. It would result in overdevelopment of the site and adversely affect the surrounding open countryside and would fail to conserve and enhance the visual appearance of the Conservation Area.”

The Clerk informed the Parish Council that the refusal of the recent application for The Old Dairy Barn, Cote (16/03227/HHD) is being appealed by the applicant.

The members of the public present left the meeting.

6. Matters Arising from Previous Meetings

- a) *Closure of Great Brook Road to allow replacement of the metal bridge at the end of the footpath from Ham Lane*
The work was completed and the road reopened on 20 December 2016.
- b) *Anti Social Behaviour*
Richard Haines told the Parish Council that in the early hours of this morning (5 January) a car had been seen driving suspiciously on Southlands and that the occupants of the car had been observed trying the external doors on several properties. The Police were informed by the member of the public who observed the incident.

7. New Business

- a) *Renewal of Clerk's Membership of SLCC for 2017*
It was resolved to renew this membership at a cost of £93. Proposed by John Ordish, seconded by Paul Sparrowhawk.
- b) *To consider a request for a donation from Volunteer Link Up (West Oxfordshire)*
It was resolved that the Council, in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, would pay a donation of £135 to Volunteer Link-Up. 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 John Ordish, seconded by Jane Everex.

New Business (continued)

- c) *Oxfordshire County Council consultation on proposed A40 Eynsham Park and Ride and Bus Lane Scheme*

It was resolved that the Parish Council would not respond to this consultation as a body; councillors were encouraged to respond on an individual basis.

- d) *Introductory letter from Robert Courts, MP, the new Member of Parliament for Witney and West Oxfordshire*

It was resolved that the Clerk would reply to Mr Courts to thank him for his letter and to say that the Parish Council would welcome a meeting with him, with the Aston Pottery suggested as a suitable venue, to discuss key local concerns that the Council would welcome his support with.

- e) *To consider a request for a donation from Marie Curie*

It was resolved that it would be inappropriate for the Parish Council to use public funds to give a donation to this large national charity.

8. Community Trust

John Ordish provided an update on matters relating to the Community Trust:

- Installation of commemorative bench – in hand; waiting for some warmer weather.
- Discussion of the Trust's previous request in relation to funding for the relocation and re-equipping of the younger children's play area

John Ordish asked the Parish Council to outline the evidence/information that the Council will be looking for in any application for funding. Richard Haines said that the information should include:

- A business plan, to include the full costs of the project, including the removal of the old play equipment and the making good of the land, the expected annual maintenance costs of the new equipment, and the expected source of the funding to meet the annual maintenance costs;
- Indication of the sources of the total funding for the full costs of the project;
- An assessment of the impact of the relocation of the playground on parking provision and plans for any additional parking on the site, including the costs of creating any new parking areas;
- A longer term plan for the development of the village hall site, including the installation of new playing pitches and the proposed site of the multi-use games area which will be funded from s106 developer funding;
- Evidence of community engagement and information on the responses received from the community to the proposed relocation and re-equipping of the play area;
- Comparative quotations obtained for the new play area and indication of reasons for the selection of the preferred supplier.

Richard Haines informed the Parish Council that when the council subsequently considers the funding request, a decision will need to be made on where to allocate the funds from and how this will be communicated with the public.

9. Parish Infrastructure

- a) *Village maintenance*

It was noted that we are still waiting for the contractor to cut back the overgrowth from the 30mph signs in the parish.

10. FINANCE

- a) *Account Balances* – Noted
- b) *Receipts and Payments Account to 31 December 2016* – Noted
- c) *Budget for 2017/18* – copy of approved budget circulated in Clerk’s Briefing Notes.
- d) *Reduction in Nationwide Bank Deposit rate*
It was noted that Nationwide has written to advise that the interest on the bank deposit account will be reducing further to 0.4% from 0.55% from 23 December 2016.
- e) *December invoices presented for approval and payment*

		Statute
Clerk’s salary and working from home allowance	374.00	LGA 1972, s112
Clerk’s expenses – printing – 294 sheets @ 7p	20.58	LGA 1972 s111
West Oxfordshire District Council – grass cutting in September – 1 full cut and 1 cut of Aston only	685.43	HA 1980, s116
West Oxfordshire District Council – emptying of dog bin in January	21.25	Litter Act 1983
Society of Local Council Clerks – renewal of annual subscription	93.00	LGA 1972 s111
Volunteer Link-Up West Oxfordshire - donation	135.00	LGA 1972, s137
Total	1,329.26	

It was resolved to make the above payments, proposed by Phil West, seconded by John Ordish.

11. Parish Councillors’ reports from meetings attended since last meeting

John Ordish told the Parish Council that he had attended a meeting of the Flood Working Group in Bampton. He said that he had raised the ongoing issue of the sewerage problems in the parish in the light of the recent significant planning applications, in order to ensure that this problem is kept at the front of the minds of the meeting, and in particular the representatives of Thames Water and the Environment Agency who attend.

12. Matters arising since publication of agenda/

Matters which Councillors wish to raise for inclusion on next agenda (for discussion only)

A local resident had recently commented on the lack of street lighting on Southlands. It was noted that when Oxfordshire County Council were installing street lighting in the village, the residents of Southlands at that time had requested not to have a light on Southlands.

Signeddated.....