

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL  
MEETING HELD ON THURSDAY 5<sup>TH</sup> MAY 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  
1 member of the public

**Members' Apologies:** Richard Haines

**2. Election of Chairperson for the meeting**

John Ordish was proposed, seconded and elected to chair the meeting.

**3. Annual Meeting of Parish Council**

*a) Election of Chairman*

Richard Haines was proposed, seconded and unanimously re-elected as the Chairman of the Parish Council.

It was resolved that the signing of the Acceptance of Office form by Mr Haines should be deferred to 2 June 2016.

*b) Vice Chairperson*

There were no nominations for the role of Vice Chairperson.

*c) Parish Transport Representative (PTR)*

It was resolved that the Parish Council would not appoint a member as a Transport Representative; a representative of the Parish Council will be nominated to attend PTR meetings organised by the County Council where there are specific issues of local relevance to be discussed. It was noted that there is now less relevance to this role as the bus service is expected to cease with the removal of the County Council subsidy on 20 July 2016.

*d) Community Trust Representative*

John Ordish was proposed, seconded and unanimously elected to continue in his role as the Parish Council's representative on the Committee of Aston & Cote Community Trust.

**4. Meeting open for public debate**

The member of the public present asked if the Parish Council could contact Oxfordshire Highways to request that Give Way lines are painted on the junction of the small Close on Cote Road with Cote Road. He said that there is an issue with cars parking too close to the junction and that the PCSO has given him signs he can put on people's cars, but that lines would help him identify those parked too close to the junction (closer than 10

**Meeting open for public debate (continued)**

metres). It was agreed that the Parish Council will send this request to Oxfordshire Highways.

The member of the public commented on the poor condition of the roads in Aston, particularly North Street. It was noted that many of the potholes have recently been marked up by Highways. It was agreed that the Clerk would ask what the timescale is for repairing them.

The member of the public also asked whether there would be any possibility of having a vehicle weight restriction in Aston.

- 5. Minutes of previous meeting** – on 7 April 2016 were agreed as a correct record and signed by the Chairman.

Proposed by Paul Sparrowhawk, seconded by Phil West.

- 6. Parish Councillors – Disclosure of interests on agenda items**

Paul Sparrowhawk, as the applicant, the planning application for 2 Manor Close, Aston.

- 7. Matters Arising from Previous Meetings**

*a) Annual Parish Meeting – 25 May 2016*

It was agreed that Thames Valley Police should be asked to send a speaker if possible.

The running order was agreed:

Thames Valley Police (if able to attend)

Pat Chirgwin, Volunteer Link Up

Sport Aston (John Ordish advised that they may not be sending a speaker)

Richard Bloomfield, Cote Baptist Church

Richard Haines, Parish Council

West Oxfordshire District Council

Charles Mathew, Oxfordshire County Council

*b) 90th Birthday of Her Majesty the Queen*

The medals have been ordered and Aston & Cote Primary School and Aston & Cote Preschool Playgroup have been invited to suggest a date when they can be presented to the children (with the suggestion that this could be in the week ending 10 June which is the official celebration week).

There was a discussion about the commemorative bench which the Parish Council is intending to present to the Community Trust for installation on the new patio. John Ordish was asked to consult with the Community Trust about the type of bench they would prefer. It was agreed that the bench will be gifted to the Community Trust and that it will be their asset to own and maintain.

*c) Anti-social behaviour*

Items believed to be related to drug-use have been found discarded at several locations in the parish, including on the hardstanding near Shifford Church. Jane West said that she has been in touch with the local Police team, and it is evident that they are aware of this. The Clerk was asked to contact the Police.

- 8. New Business**

*a) Insurance renewal*

The report in the Clerk's Briefing Notes and the renewal quotations were considered. It was resolved to renew the Parish Council's insurance with Aon, at a cost of £411.86 for the year. Proposed by Ben Lings, seconded by Paul Sparrowhawk.

**New Business (continued)**

*b) Bampton Pharmacy*

The Council was informed about the Government consultation on the role of the community pharmacy. It was noted that any changes resulting from the consultation (which could include the closure of some pharmacies) are likely to have the most impact on urban pharmacies, with pharmacies in rural areas being protected from the larger efficiency savings that the Government is seeking. The Council was further informed that Bampton pharmacy has organised a petition to demonstrate the support it receives from the community.

Further information was put in the folder.

**9. Community Trust**

Minutes of the recent meeting were put in the folder. The new patio doors have been installed in the meeting room and the new patio is nearly complete.

**10. Parish Infrastructure**

*a) Village maintenance*

It was agreed that the Clerk would ask Chris Smith to carry out a weed spray throughout Aston (expected cost approximately £200). Proposed by Phil West, seconded by Ben Lings.

*b) Metal chicanes/barriers at footpath ends – Woodbridge Close, Cote Road, Bull Street*

A quotation of £421.81 has been received from Oxfordshire County Council. It was resolved that the Clerk should place an order for the work. Proposed by Phil West, seconded by Jane West.

**11. PLANNING**

**New planning applications**

16/01101/HHD 2 Manor Close, Aston  
Erection of single and two storey extensions  
(amended design to previously approved application)  
Having declared an interest, Paul Sparrowhawk left the meeting.  
No comments.  
Paul Sparrowhawk rejoined the meeting.

16/01135/HHD 19 Waites Close, Aston  
Erection of front porch  
No comments.

16/01260/PN42 Wayside House Cote Bampton  
Erection of single storey rear extension  
No comments.

**Planning applications granted**

15/01550/OUT Land North of Cote Road, Cote Road, Aston (Gladman site)  
Residential development for up to 41 dwellings (outline)  
(legal agreement now signed)

**12. FINANCE**

*a) Account Balances at 30 April - noted.*

*b) Bank Reconciliations to 31 March 2016 – noted.*

**FINANCE (continued)**

c) *Receipts & Payments Account for year ended 31 March 2016*

Circulated in the Clerk's Briefing Notes – received and approved.

The Clerk was thanked for her work on the accounts.

d) *April invoices presented for approval and payment*

		Statute
Clerk's salary - H Sandhu and working from home allowance	374.00	LGA 1972, s112
Clerk's expenses – printing – 125 sheets @ 7p	8.75	LGA 1972 s111
Ben Lings – reimbursement of cost of renewal of website licence for 2 years (budgeted amount £105)	139.48	LGA 1972 s111
Creative Solutions – date patch for APM sign	35.39	LGA 1972 s111
West Oxfordshire District Council – emptying of dog bin in May	21.25	Litter Act 1983
Aon insurance – 2016/17 insurance	411.86	LGA 1972 s111
Des Johnston – two cuts of playing field (3 in season to date)	144.00	LG(MP)A 1976, s19
<b>Total</b>	<b>£1,134.73</b>	

It was resolved to make the above payments.

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