

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL MEETING HELD ON
Thursday 6 October 2022 at the Village Hall, Aston, AT 7.30 pm**

Members Present: Russell La Forte (Chairman)
G Ball
B Lings
Paul Sparrowhawk
John Ordish
Alex Chapman
Robert Anstee

In Attendance: Elaine Anstee – Clerk
Cllr Dan Levy (OCC)
Cllr Charlie Maynard (WODC)
8 members of the public

1. **Apologies from Members:** There were no apologies from members.
2. **Minutes of the previous meeting** of the Parish Council on 1st September 2022 were agreed as a true record and it was RESOLVED as proposed by R La Forte and seconded by A Chapman, with all in agreement, that the Chair signs them.
3. **Parish Councillors - Disclosure of interests on agenda items** – R LA Forte declared a nonpecuniary interest in agenda item 13 as a trustee of the Community Trust.
4. **Meeting Open for Public Participation** – There was an update on the meeting with the Environment Agency about the water courses.
5. **WODC/OCC Matters**
Cllr D Levy (OCC) – update at appendix 1.
Cllr C Maynard (WODC) – update at appendix 2.
6. **Matters Arising from Previous Meetings**
 - a) *Traffic Calming Update*
No update until the consultation responses go to the OCC decisions meeting on 13th October 2022.
 - b) *HM Queen Elizabeth II Platinum Jubilee 2022*
The Community Trust is working with the chair to get a timeline in place for clearing the identified sight on the recreation field and plant. Planting will be in November/December.
Note – trees purchased on the 16/10/2022.

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c) *My Vision Oxfordshire – Grant Request*

It was RESOLVED as proposed by G Ball, seconded by R La Forte, will all in agreement to make a grant of £100 to My Vision, Oxfordshire.

d) *Anti-Social Behaviour*

7th September 2022 there were 3 children in a garden that backs on to Bull Street. They were unrepentant initially and ran away. Subsequently the older child did come back and apologise. This has been officially reported to TVP.

7. Planning

New planning applications - None

a) **North Farm** – no update.

b) **Hawthorns** – The chairman had a useful discussion with the WODC enforcement officer who has had a response from Matthew Homes Planning and Design Officer. They accept that the fence was not in the plan (and that it is not permitted development anyway), but claim it is essential for security reasons and to have now submitted a retrospective application (22/02636/FUL). Next stage is a site visit which the chairman will attend.

c) **Marsh Furlough** – no further update.

d) **Terra – 22/00986/FUL** revised application submitted on 20.9.2022 with details from the website being emailed to councillors on 24th September by the clerk. The consultation date is the 13th October. Chair will compile an additional response to supplement the original objection on behalf of the Parish Council. Chair will attend the WODC Lowlands Planning meeting at WODC on 10th October to research how the meetings work. The chair will make representation at the meeting of the WODC Lowlands Planning Committee on 7th November when it is understood this application is to be heard.

e) **Children's Home** – Archaeological investigations 10th to 28th October with site visits being offered to councillors and residents – put on website on 24th September. Final Traffic management plan received on 12th September and emailed to councillors.

Update on Previous Planning Applications

Reference	22/01781/HHD
Reference	22/02331/PDET28
Alternative Reference	PP-11481657
Application Validated	Wed 17 Aug 2022
Address	Chimney Meadows Nature Reserve Chimney
Proposal	Erection of agricultural building for the storage of fodder and farm machinery.
Status	Decided
Decision	Prior Approval Required
Decision Issued Date	Tue 20 Sep 2022

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Reference	22/02210/CLP
Alternative Reference	Not Available
Application Validated	Fri 05 Aug 2022
Address	Manor Farmhouse Woodbridge Close Aston OX18 2DB
Proposal	Certificate of Lawfulness (to allow installation of solar sculptures on part of amenity land).
Status	Withdrawn
Decision	Application Withdrawn
Decision Issued Date	Tue 20 Sep 2022

Reference	22/02062/HHD
Alternative Reference	Not Available
Application Validated	Mon 25 Jul 2022
Address	4 St Joseph's Court Bampton Road Aston OX18 2BU
Proposal	Erection of a garden shed
Status	Decided
Decision	Approve
Decision Issued Date	Mon 12 Sep 2022

8. New Business

a) *Consultation on Main Modifications to Submission Draft Salt Cross Garden Village Area Action Plan (AAP).*

No response.

b) *Royal British Legion Poppy Appeal – Parish Council donation*

It was RESOLVED as proposed by R La Forte, seconded by R Anstee, with all in agreement, to donate £150, as set in the budget, for the purchase of a wreath.

New contact for purchase is L Harper and the clerk to contact.

c) *Website Review*

There have been several companies contacting the Parish Council with respect to providing website hosting and design services. This was noted by councillors but at this time no change was deemed necessary.

9. Governance – Policies for Review – None for this month.

10. Community Trust

A new trustee was co-opted and is taking the lead on the new website. The concerns raised about the condition of the play equipment for older children and some of the benches is being addressed by the committee. The date for the 2023 fete has been set as the 10th June. The fete will be run under the umbrella of the Community Trust though by a separate committee.

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11. Parish Infrastructure

a) *Village maintenance*

The hedges either side of the path from Saxel Close to Bull Street are overgrown again. The chairman and clerk to speak to residents on whose curtilage the hedges are and who are responsible for the hedges.

b) *Bins*

WODC have provided a summary of the Waste Bin Placement and Renewal Programme which has now been completed. They have provided new links for contacts at WODC for bins and a charging schedule. Current bin emptying costs for 22-23 are £290.40 per year (£24.20 per month) plus the Great Brook bin which is £200.30 per year. WODC have reviewed how they identify bins that they will pay for the emptying off, and this means for the parish that the ones on the recreation ground, the one on the Great Brook Road and the one by Cote allotments are no longer covered. The new charges are £8.37 per bin per week which makes the total cost for the year £3,047.68. This is an increase of 621%. The clerk was tasked to do further research on the background to this especially taking in the size and number of population centres (4) in the parish.

c) *Asset Check*

J Ordish reported that the external asset check had been completed. The Parish Council laptop, bag and filing cabinets were at the village hall for the meeting. The only issue identified was that the bus shelters needed cleaning. The clerk to speak to the company contracted for cleaning.

12. FINANCE

a) *Account Balances – noted*

b) *Review of the Year-to-Date Financial Report – noted*

c) *Budget 2023-2024 – Projects*

At the November Parish Council meeting the clerk will present the first draft of the budget for 2023-24. The meeting discussed projects and the following suggestions were made:

- Replacement of the gate at the belfry end of St James churchyard in commemoration of the coronation in 2023/wrought iron/faculty
- Map of Cote for noticeboard
- Footpath routes – new public way – ‘Coronation Way’? Clerk to contact the Footpaths Officer at OCC for guidance.

d) *External Auditor Report and Certificate for 2021/22*

The Audited Return has now been received from the external auditors, Moore. The Audit Report is unqualified and no “Issues Arising” report has been issued. The Parish Council RESOLVED to formally approve and accept the audit certificate and the annual

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return as proposed by R La Forte and seconded by p Sparrowhawk with all in agreement.

e) Bank Reconciliation to 30 September 2022

To be checked by A Chapman prior to the meeting on 10th November 2022.

f) Aston Youth FC Grant Application

It was RESOLVED as proposed by J Ordish, seconded by G Ball, with all in agreement to make a grant of £500 towards the purchase of 21x7ft portable goals for the Aston Youth Football.

g) It was RESOLVED as proposed by P Sparrowhawk and seconded by J Ordish with all in agreement to approve the following payments for the period October 2022.

	NET	VAT	Gross Amount
Clerk's expenses 270 x 7p/Microsoft Office £45.64/Norton £64.99/	109.06	18.03	127.09
Des Johnson Inv 2316 War Memorial/Recreation ground – 2 cuts.	210.00	0.00	210.00
WODC Dog Bin Emptying – Invoice 3349285X	20.17	4.03	24.20
WODC Grounds Maintenance Inv 33492493	335.46	67.09	402.55
Ubico – Great Brook Dog Bin emptying – Inv 60055216	83.46	16.69	100.15
Moore – External Audit Inv 313402	200.00	40.00	240.00
Aston Youth Football Grant	500.00	0.00	500.00
My Vision Grant	100.00	0.00	100.00
Total to be decided and approved	£1,558.15	£145.84	£1,703.99
Monthly Standing Orders/DDs			
Clerk's Salary including WFH Allowance	387.16		387.16
HMRC PAYE	92.20		92.20
Freeola – Domain Renewal	60.00	12.00	72.00
Total SDOs	£539.36	£12.00	£551.36
Total	£2,097.51	£157.84	£2,255.35

13. Parish Councillors' reports from meetings attended since last meeting.

WODC Shaping the Future – 6.30pm at Carterton Community Centre – G Ball –reported that this was a good session with lots of information and opportunity to feedback to WODC but did not allow enough time to get round all the tables. It was led by Duncan Enright.

Thames Water Open Day – 9th September – R Anstee reported on an interesting tour of the facilities at the sewage works in Witney.

WODC Code of Conduct Training – Online on 30th September at 10am – The clerk reported on the online session about Code of Conduct and that the slides would be shared with councillors once received from the monitoring officer.

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Patient Participation Group – Bampton Surgery – J Ordish reported to the meeting that he was on this group which had been reconvened and he was happy to report back to the Parish Council.

Bampton Flood Group – P Sparrowhawk report on this meeting of which the highlights were that Clanfield to Black Bouton next area for clearance and Great Brook only cleared at Bampton end. Thames Water are continuing with lining pipes and work on the system from Aston to Bampton will not start until 2025.

14. Matters arising since publication of agenda/

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

Footpath status for Church Lane.

15. Date of next meeting:

Thursday 10th November 2022 at 7.30pm –Monthly meeting of Parish Council

Meeting closed at 21.50pm.

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

Appendix 1

County Councillor Report.

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Aston 6 October 2022.

I am writing in early October, after a historic period in which, among other things, council meetings have been rescheduled.

Consultations

There are a number of County Council consultations under way, which have had their final dates extended. These include the latest consultations on the A40 plans following further work on the environmental aspect of the schemes.

Also under review are the County Council's plans for central Oxfordshire, which covers the city centre and neighbouring places, including Eynsham Division (including Aston). Central to these plans are the use of bus gates to prevent through traffic in the city centre. For the avoidance of doubt and to allay fears stoked up by some people, everywhere in the city will still be accessible by motor car. This means that Aston residents who opt to drive rather than using public transport or the P&Rs or active travel will need to go into the city via either the A40 or A420/Botley Road or Abingdon Road, depending on where they are looking to arrive. This is what most people do already. I think these plans will go a long way towards easing congestion, improving bus times and making it safer and quicker to cycle. The County Council wants to hear from residents and businesses who may be affected.

As an aside, the WODC consultations on the Salt Cross AAP revisions and on the development of a new Council Plan and Local Plan are also current and it would be good to hear from as many individuals and parish councils and businesses as possible.

Buses

Stagecoach have introduced new routes. The S2 and S1 from Eynsham to the city and to Witney are pretty much unchanged, but the routes beyond Witney have been altered. For instance, the S2 now goes on to Cheltenham replacing the 853. Pulhams have changed and are changing again the times of the 18 and 19. Unfortunately, English local authorities outside London don't have the powers to direct or subsidise bus services. I will continue to try to support the services outside the main routes, including the newish service from Brighthampton to Eynsham, Standlake and Hanborough, as far as I can.

A40 cycle track

Those who cycle into Oxford will be aware that the junction for the new Oxford North development just before Wolvercote is appalling for cyclists. It is going to be reworked to make it usable after interventions from me and from the county councillor for that area. It ought not to have been designed as it has been, nor should it have been approved, and it certainly shouldn't have been built as it has been.

Cost of Living Crisis.

Each of the councils in Oxfordshire is working hard to prepare for the upcoming winter, in which we expect the cost-of-living crisis to hit home. Both WODC and Oxfordshire have put aside substantial sums, £2m in the case of the county council, which will be distributed primarily through voluntary

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organisations. For instance, food banks are reporting increased demand and decreased contributions of food and money.

Speed

And finally, it is good to see the new 20 mph zone in Eynsham up and running, with the very smart new gates to the village. Can I urge people to stick to the new limits. These include new limits on the Eynsham ring road. I look forward to other villages in this part of Oxfordshire joining Eynsham.

As ever, you can contact me at dan.levy@oxfordshire.gov.uk

Appendix 2

Aston Parish Council meeting, 7th October 2022

Charlie Maynard, District Councillor update

Cost of Living – councillors and officers are doing lots of prep work ahead of this winter. Plans will be released over the next few weeks.

Proposed Marsh Furlong development, 22/00986/FUL – remains a key focus.

Flooding / Environment Agency – John Ordish, Cathy Smith and I had a good meeting with local Environment Agency team on the 7th Sept, primarily focussed on discussing Cote ditch which is very overgrown and needs clearing. The EA team undertook to write to the landowner of both Cote ditch and Aston ditch to ask him to work with the EA to agree on a workplan to clear these two ditches.

Thames Water – last Thursday 30th September, I toured Stanton Harcourt Sewage Treatment Works (“STW”) with Thames Water representatives as well as with Ash Smith and Peter Hammond from WASP – Windrush Against Sewage Pollution. It was a very helpful tour. My key discovery was that the 2,000 plus hours of sewage released from this STW in the Autumn of 2020 was due to an insufficiently large pipe (40cm diameter rather than 60cm) feeding the primary settlement tanks. This has now been fixed, though I can’t think help thinking that I wish it had not taken 2,000 hours of sewage dumping to find and fix the problem.

I also attended WODC’s Climate & Environmental Scrutiny Committee the same day where Thames Water was presenting. Key takeaways include:

- I complained that Thames Water had given no reply for more than five weeks despite multiple follow-ups to WODC’s request to a) increase STW capacities where currently under-capacity, and b) install volume flowmeters. Thames Water have since replied, apologised and we now have a meeting with them this Friday, 7th October.

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· Following from a question from me about their extremely varied “Population Equivalent” data (which WASP had uncovered), from which they calculate required STW capacity, Thames Water admitted that they have been using two different sets of calculations to derive Population Equivalent. They also admitted that this was not as it should be and that they were changing this practice. This is critical as currently it appears highly likely that Population Equivalent data has been backwards engineered to fit whatever Thames Water would like.