

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL MEETING HELD ON
Thursday 7 APRIL 2022 at the Village Hall, Aston, AT 7.30 pm**

Members **Russell La Forte (Chairman)**

Present: **Ben Lings**

Phil West

Gill Ball

In Attendance: Elaine Anstee – Clerk
Dan Levy – OCC Councillor (left at 19.50 hours)
Lysette Nicholls – WODC (left at 19.50 hours)
Charlie Maynard - WORG
6 members of the public

1. **Apologies from Members:** There were apologies from J West, P Sparrowhawk and John Ordish.
2. **Minutes of the previous meetings** of the Parish Council on 3rd March 2022 and 7th March 2022 were agreed as a true record and it was RESOLVED as proposed by R La Forte and seconded by P West, with all in agreement, that the meeting Chairman signs them.
3. **Parish Councillors - Disclosure of interests on agenda items** – None.
4. **Meeting Open for Public Participation**
Nothing
5. **WODC/OCC Matters**
Lysette Nicholls (WODC) reported that Thames Water – ongoing issues – several villages are working together to keep up the pressure on TW and now going for compensations. It is the power of lots of people that will get results. There are promises but no results yet.
Electric charging points now in Witney and working and Eynsham are in but not connected yet. Deployment plan on the WODC website and the link is on the front page of the Parish Council website.
Election on 5th May – last day to register for voting in the election is 14th April.
Cutting back on grass cutting to allow for more wildflowers etc. Cut at more appropriate time.
The bin issue that the parish is still trying to resolve has also affected other parishes and Dan Levy (OCC) reported on HIF 2, the A40 changes, will now go to planning later than the April planning meeting that was expected. There have been lots of comments and objections, including from each of the parish councils on the route, and from Dan. The Shores Green new junction on the A40 at Witney is also heading towards the planning application stage – the expectation is that it will have a significant effect on routes to the south of Witney and beyond, and potentially to changed travel patterns between the A40 and A420. The County Council has been successful in getting some money out of central government to assist on bus schemes. Unfortunately, the strings attached mean it is going

to have to be focussed on City Centre routes, but along with other colleagues representing rural divisions, we continue to stress the importance of bus routes in the countryside. Dan has had meetings with Thames Water, once again, to protest about their dismal performance. South Leigh sewage treatment work remains shut, after more than 6 months, with all sewage going by tanker to Cassington. Aston of course has its own sewage issues. Last month Dan has had a number of meetings in Aston relating to potential new housing developments. He hopes to be able to assist the community in making sure that only developments that work for Aston and its residents are built. And finally, the first Ukrainian refugees have arrived in West Oxfordshire.

6. Presentation from Witney Oxford Transport Group (WOTG)

Charlie Maynard gave a presentation as the chair of the WOTG. There are different options, but initial work identified 'trains' as the option with most potential. There are two studies due to be carried out in 2022 by OCC. One is essentially a feasibility study and will be publicly available hopefully by August 2022. There is also a funding study but there is no guidance yet on when this will be done.

Full information is available at <https://witneyoxfordtransport.org.uk/>. The link is also on the front page of the Parish Council website.

7. Matters Arising from Previous Meetings

a) North Farm Update

There has been no further update since the Parish Council submitted the community response and the end of March when the pre application to WODC was due for decision. There was also no update on OCC's potential use of North Farm to house Ukrainian refugees, an idea that had the full support of the community.

b) Traffic Calming Update

The OCC officers are looking at including the Parish Council submission in the OCC new plans so there may be some financial savings.

c) HM Queen Elizabeth II Platinum Jubilee 2022

John Ordish attended the recent fete/jubilee committee meeting.

The fete committee have submitted a grant application and it was RESOLVED as proposed by Russell La Forte and seconded by B Lings, with all in agreement, to grant £459 to fund the cost of the hall hire, £175, and Public Liability Insurance, £274.

d) Defibrillators

There has been a delay in the supply for defibrillators and associated electronic components but the box for the village hall and the defibrillator for Chimney are now on order.

Minutes of the Parish Council meeting held on Thursday 7 April 2022.

G Ball updated the meeting on the training request that she had put to Dick Tracey and Sothern Southeast Ambulance Service are currently extremely busy so the training will be later in the year.

e) Parish Council Logo

The clerk has not received anything so the Chairman will promote again at the Annual parish Meeting in April as part of his report.

f) Maintenance Grant Request for the upkeep of the play areas at the Community Trust

The clerk contacted the Community Trust to request more detail following the March meeting as at time of agenda issue there has been no response.

It was RESOLVED as proposed by R La Forte and second by G Ball, with all in agreement, to carry forward the allocated 21-22 budget for the Community Trust to the 22-23 financial year.

g) Anti-Social Behaviour

There have been some reports of illegal dumping o Sovereign land, but this appears to have been cleaned up.

8. Planning

New Planning Applications

Reference	22/00705/HHD
Alternative Reference	Not Available
Application Validated	Mon 21 Mar 2022
Address	Farm View Back Lane Aston Bampton Oxfordshire OX18 2DQ
Proposal	Construction of detached carport and storage building.
Status	Under consideration
No comments	

Reference	22/00667/CLP
Alternative Reference	PP-10320753
Application Validated	Mon 07 Mar 2022
Address	Wishing Well House Bull Street Aston OX18 2DT
Proposal	Certificate of lawfulness (erection of replacement summer house and refurbishment of first floor of existing garage)
Status	Under consideration
Check with planning if this work been done and is this for commercial use?	

Update on Previous Planning Applications – For Information

Reference	22/00569/FUL
Alternative Reference	Not Available

Application Validated Mon 07 Mar 2022
Address Aston Mile Farm Aston Bampton Oxfordshire OX18 2EU
Proposal Change of use of land from agricultural to commercial.
Status Withdrawn – For Information Only

Hawthorns Housing Estate – The clerk to contact Planning about:

- Panel Fencing - Why not paddock fencing/not consistent with development and it was agreed under the conditions of the planning that there would be landscaping to make it blend in. Who is going to maintain it as no access, but the landscaping plan says it will be maintained for 5 years?
- Reinstatement of hedge along path from Saxel Close to Bull Street and planting of new hedge (iaw site plans) along SE corner.
- Bits of barbed wire along path
- Fencing along the highway cannot be greater than a metre high without planning permission
- Request enforcement meeting with Chairman.
- When are footways to be finished and front grass made good?

9. New Business

a) *Annual Parish Meeting 2022*

This is a meeting of the parish and not a Parish Council meeting. It is a legal requirement and must take place between 1 March and 1 June (inclusive). The date has been confirmed as Monday 25th April starting at 7.30pm. The agenda will include Parish Council report, Community Trust update and launch of new website, Fete Committee, Fix My Street Super User, Allotments WODC and OCC Councillor reports.

b) *OALC/NALC 'What would your council like NALC to be doing?'*

The Parish Council is happy with the current service from OALC and NALC.

c) *Trustee for Bampton Education Trust*

This opportunity to be advertised via the Annual Parish Meeting, 25th April and the Chairman's report in Voices to look for a volunteer who would be interested as acting as a trustee on behalf of the parish.

10. Governance – Policies for Review

a) *Councillor's Travelling Allowances Scheme 2022-23*

It was RESOLVED as proposed by R La Forte and second by B Lings, with all in agreement to adopt the Councillor's Travelling Allowance Scheme for 2022-23 with the additional of 0.05p passenger allowance.

b) *Small Grant Application Form for 2022-23*

It was RESOLVED as proposed by R La Forte and second by P West, with all in agreement, to adopt the Small Grant Application scheme for 2022-23.

11. Community Trust

The extraordinary meeting on 6.4.22 agreed constitution changes and a new draft will be done by RLF – Minutes and agendas will be on the new trust web site. Meetings will also be open for public representation.

12. Parish Infrastructure

a) Village maintenance

No reported issues and bins covered under the WODC Report

13. FINANCE

a) Account Balances – noted.

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

c) Bank Reconciliation as at 31 March 2022

The bank reconciliation for 31 March 2022 was presented information as the final interest for the CCLA accounts is still outstanding.

a) Renewal of membership of Community First Oxfordshire

It was RESOLVED as proposed by G Ball and seconded by B Lings, with all in agreement, to renew the membership of Community First Oxford for 2022/23 at a cost of £70 for a Parish Council (population between 1001 – 5000). The CFO has not increased its membership fees for 22/23.

b) Salary Award for 2021-22

It was RESOLVED as proposed by P La Forte and seconded by P West, with all in agreement, to agree the back dated salary rise of 1.75% for 20-21 for the Clerk. This is for the period 1st April 2021 to 31st March 2022 and equates to £94.35.

c) Revision to Monthly Standing orders from 1st May 2022:

- i) Clerk's Salary (Min No 13/2021 on page 1602 LC2 (18 -23) (below substantive range)) to change to £369.16 per month payable on the 6th day of each month from May 2022. This to include £18 per month working at home allowance.*
- ii) HMRC payment to change to 92.20 payable on the 6th day of each month from May 2022.*
- iii) WODC Dog Bin emptying has been cancelled following the removal of the bins.
The clerk has asked WODC and Ubico to confirm the cancellation.*

It was RESOLVED as proposed by R La Forte and seconded by B Lings, with all in agreement, to the revised Monthly Standing Orders as stated.

- d) 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 April 2022.

	NET	VAT	Gross Amount
Clerk's expenses 348 x 7p/Microsoft Office £43.20/Working from Home £18.00 – Mar/Pay rise £75.55	153.91	7.20	161.11
HMRC - Pay rise	18.80		18.80
Des Johnson Invoice 2257	115.00		115.00
Noticeboard Company	875.00	175.00	1050.00
Community First Oxford – Membership 2022-23	70.00		70.00
Aston Fete Committee	459.00		459.00
Total to be decided and approved	£1,691.71	£182.20	£1,873.91
Monthly Standing Orders			
Clerk's Salary	362.90		362.90
WODC Dog Bin emptying Inv – Cancelled			
HMRC PAYE	90.60		90.60
Total SDOs	£453.50	£0.00	£453.50
Total	£2,145.21	£182.20	£2,237.41

14. CONFIDENTIAL ITEM

15. Parish Councillors' reports from meetings attended since last meeting – None.

16. Matters arising since publication of agenda/

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

None

17. Date of next meeting:

Monday 25th April 2022 at 7.30pm – Annual Parish Meeting

Thursday 19th May 2022 at 7.30pm – Annual Parish Council Meeting followed by Monthly meeting of Parish Council

Meeting closed at 20.52 pm.

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