

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

Members Present: Russell La Forte (Chair)
John Ordish (Vice Chairman)
Paul Sparrowhawk
Ben Lings
P West
Jane West Via TEAMS
Gill Ball Via TEAMS

In Attendance: Elaine Anstee – Clerk
L Nicholls WODC Councillor on TEAMS
3 members of the public

- 1. Apologies from Members:** There were no apologies.
- 2. Minutes of the previous meeting** of the Parish Council on 17th January 2022 were agreed as a true record and it was RESOLVED as proposed by J Ordish and seconded by P Sparrowhawk, with all in agreement, that the Chairman signs them.
- 3. Parish Councillors - Disclosure of interests on agenda items –** None.

4. Meeting Open for Public Participation

A question was raised in respect the land at the rear of Foxwood on which what appeared to be surveying has been carried out. This land is the subject of a refused, on appeal, planning application. WODC have confirmed that the survey is likely due to the WODC Local Plan undergoing a routine 12-month review. There is similar activity occurring across the District where developers/landowners are updating their plans in the event of any change to the Local Plan, albeit no changes in our Parish are anticipated currently by WODC. District councillors have confirmed that there is sufficient housing stock in Aston for at least 5/6 years.

5. WODC/OCC Matters

Lysette Nicholls (WODC Councillor) reported that the A40 Consultation is live until the 12th February 2022 and available both via the WODC and OCC websites. The Local Plan 2031 is currently under review and there is 5-6 years of land supply still available. WODC is providing training to local businesses on COVID Resilience. WODC will no longer pick up engine oil from the curb side due to lack of demand.

Dan Levy (OCC Councillor) had provided a written update. Of which the highlights are:

The county council budget will be voted on at the OCC meeting on 8 February 2022.

The HIF2 A40 project will go to planning committee within the next few months.

There is money in the budget for a feasibility study for the potential railway between Witney, Eynsham and Oxford. The County Council continues to prioritise active travel.

The small zero emissions zone in central Oxford prevents the use of non-electric vehicles in a few streets and has led to a boom in the use of cargo bikes.

Sewage Treatment Works continue to be in the news, unfortunately. South Leigh's plant is out of operation, and sewage is being taken by lorry to Cassington. And Cassington STW has been filmed apparently putting untreated or partially treated sewage into the Thames even when it isn't raining. Aston continues to have problems with the pumping station.

6. Matters Arising from Previous Meetings

- a) *North Farm Update*
The second delivery of the Stage 3 consultation was printed and delivered by the 24 January 2022. The cost of printing was £575 from Oxford Print Centre giving a total cost of £1315.00. The remaining budget for North Farm is £5,000 - £1,315 (Inc VAT) = £3,685.
- b) *Traffic Calming Update*
No Update - awaiting OCC.
- c) *HM Queen Elizabeth II Platinum Jubilee 2022*
Request for information about a grant towards the village fete and events for the Jubilee was discussed. The grant period has closed for 2021-22. The Parish Council agreed, in principle, to support the fete. The clerk to ascertain when the next meeting is and request an invite for a councillor to attend. Public liability insurance is what the Parish Council has paid for in the past.
Secondly, a request for decorating the War Memorial triangle was discussed and agreed in principle, with the clerk to write to the organiser to make them aware that the actual memorial is listed, and they can only decorate outside of the chained area.
- d) *Anti-Social Behaviour*
There continue to be complaints about the removal of the dog bins by WODC and the increase in dog poo bags being thrown into the allotments at Cote and dropped along Ham Lane. The clerk has already requested WODC reinstate the bins in these two places and will chase this request.

7. Planning

New Planning Applications

New planning applications

Documents emailed to councillors on the 31 January 2022 for perusal prior to the meeting also available at <https://www.westoxon.gov.uk/planning-and-building/planning-permission/view-planning-applications/>

Reference	22/00113/HHD
Alternative Reference	PP-10534553
Application Validated	Tue 18 Jan 2022
Address	32 Saxe Close Aston Bampton Oxfordshire OX18 2EB
Proposal	First floor extension over existing garage and alterations to ground floor rear elevation (previously approved 15/03185/HHD)
Status	Under consideration
No Objection	

Update on Previous Planning Applications – For Information

Reference	21/04027/CM
Alternative Reference	Not Available
Application Validated	Mon 13 Dec 2021
Address	Land East of Back Lane Aston Bampton Oxfordshire
Proposal	Construction of a single storey dwelling for use as a Children's Home with associated external works to form a new access on to Back Lane, associated landscaping, boundary treatment and car parking.
Status	Unknown
Decision	Decision Maker App WODC Raise Objection
Decision Issued Date	Tue 25 Jan 2022

8. New Business

a) *May Elections – Parish Council*

The wording for Voices article informing residents how to get nominated for election as a Parish Councillor was discussed and agreed. The dates and contact details will be finalised after the briefing and then the Clerk will submit to Voices for publishing in the March edition.

b) *Defibrillators*

- Installation of the Chimney defibrillator – new quote for £2540 plus VAT to install a similar, power free, defibrillator to the one in the telephone box in Cote was discussed but not resolved. The clerk has applied for a grant of £750 from the OCC Councillor's Priority Fund towards this. Budget set, including shelter, £7000. Spent so far £895.00 leaving £6,105.
- Renewal of Annual Support for Cote defibrillator = £165.00 plus VAT was agreed.
- Replacement Battery and pads for Aston Village Hall defibrillator, paid for by the clerk = £289.98 plus VAT.
- Aston Village Hall defibrillator – cabinet has been damaged. This cabinet is no longer made so the clerk has been unable to source a new door. Quote for replacement cabinet was examined but further quotes to be obtained. An electrician would need to install it.
- It was RESOLVED as proposed by B Lings and seconded by J Ordish, with all in agreement, to set a reserve of £1,000 for replacement batteries and pads which is to be 'topped up' when spend is made against it.
- Management of Defibrillators. They are registered with Southern Ambulance Service and the Cote one is also on WEBNOS. G Ball volunteered to be the councillor responsible for the defibrillators.

c) *Parish Council Logo*

R La Forte will include in his report for next Voices an invitation for resident to suggest a logo for the Parish Council to use on official letterheads, website and policy documents.

d) *To carry out the annual review of the Parish Council's risk assessment (not open spaces)*

The parish council reviewed the risk assessment and made the following amendment:

Under section 'Data Protection & Freedom of Information' to include '*Councillor's will be provided with a Parish Council email and are recommended to use this. If, for any reason, a councillor cannot use the provided email their personal email will be included in a distribution list in Microsoft Office and used for all emails to councillors.*'

The meeting discussed the report, and it was RESOLVED as proposed by B Lings and seconded by P West with all in favour to accept the report as amended.

e) *Half yearly review of external Parish Council assets*

J Ordish agreed to carry out the review of the external Parish Council assets.

f) *Matthews Homes/Hawthorns Development - Stocktake.*

Footpaths from Saxel Close and the Recreation Field were superseded when Matthew Homes took over the site and are no longer included. The land off Bull Street where the Site Compound is currently located (removal should commence next week) will be returned to green space, fenced, but with ownership retained by Matthew Homes. Construction of the last 2 houses should be complete by early-March, when handover of the site to relevant agencies (Highways etc) will commence. Once this is complete, the (smaller) site office will be removed and a 2-year maintenance phase will commence whereby Matthew Homes are liable for repairs.

g) *Mears Homes/Marsh Furlough – Stocktake.*

Covered under Public Participation.

9. Governance – Policies for Review - None

10. Community Trust

An extraordinary meeting was held in February 22 to review the constitution which had not been done for many years. The review is ongoing, with the Trust also considering the feasibility (if only to exclude them) of alternative models, one being public ownership of the site through the Parish Council. After a brief discussion, councillors agreed that currently it would neither be practical nor desirable (and possibly not permissible under trust law) for the Parish Council to assume responsibility for the ownership, management and/or maintenance of the Village Hall and recreation ground. The clerk is to investigate the legal basis for this through the SLCC advice line.

11. Parish Infrastructure

a) *Village maintenance*

To identify any current maintenance work required. Remaining budget for 2021/22: £1,233. Noticeboard for Cote will cost £1635.10 including shipping and VAT and a budget of £1,000 had been set. The clerk to 3 comparative quotes for a noticeboard like the one in Aston but not necessarily exactly the same. Quotes to be brought to the next monthly meeting of the Parish Council.

12. FINANCE

- a) *Account Balances – noted.*
- b) *Review of the Year-to-Date Financial Report – noted*
- c) Bank Reconciliation as at 31 December 2021
B Lings was asked to check the balances to the bank account and CCLA statement.
- d) It was RESOLVED as proposed by R La Forte and seconded by J Ordish with all in agreement to approve the following payments for the period February 2022.

	NET	VAT	Gross Amount
Clerk's expenses 547 x 7p/Microsoft Office £43.20/ Defib Battery and Pads £347.98/SLCC Book £123.80	487.27	66.00	553.27
D Johnson – Invoice 2237 – Bench at end of Southlands	54.00		54.00
Oxford Print Centre – Invoice No 2553 North Farm Consultations	1,200.00	115.00	1,315.00
D.F. Williams – Bus Shelter Cleaning – Invoice 107156	134.68	26.94	161.52
Community Heartbeat Trust – Annual Support Cost Invoice 11082	165.00	33.00	198.00
A Ball – Defib Battery for Garage Defib	285.00	57.00	342.00
Total to be decided and approved	£2,325.95	£297.94	£2,623.79
Monthly Standing Orders			
Clerk's Salary	362.90		362.90
WODC Dog Bin emptying Inv 33451436 - CANCELLED			
HMRC PAYE	90.60		90.60
Total SDOs	£453.50	£	£453.50
Total	£2,779.45	£297.94	£3,077.29

13. It was RESOLVED as proposed by R La Forte and seconded by J Ordish, with all in agreement, to exclude the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960 for the purposes of discussing CONFIDENTIAL matters.

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

P Sparrowhawk – Bampton Flood group meeting on 20.1.2022. EA stated they do not dredge anymore and that the Great Brook had been dredge recently. J West to check with the lock keeper but no one present could remember the brook being dredged. The Parish Council will have to continue putting pressure on the EA, reminding them that the Brook is an artificial drainage channel constructed in the 19th Century to prevent flooding of adjacent fields. It therefore has an essential function to perform that cannot occur if the channel silts up. This fact must take priority over other considerations such as biodiversity.

15. Matters arising since publication of agenda/

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

None

Minutes of the Parish Council meeting held on Monday 7 February 2022.

16. Date of next meeting:

Thursday 3rd March 2022 at 7.30pm - Monthly meeting of Parish Council

Monday 7th March 2022 at 7.30pm – Extraordinary meeting of the Parish Council – North Farm

Meeting closed at 21.24 pm.

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