

MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL MEETING HELD ON THURSDAY 7th January 2021 via THE ONLINE PLATFORM, ZOOM, AT 7.30 pm

1. Members Russell La Forte (Chairman)

Present: Jane West
Gill Ball
Ben Lings
Paul Sparrowhawk
Phil West

In Attendance: Elaine Anstee – Clerk
Cllr C Mathew (Joined at 8.20pm)

- 2. Apologies from Members:** There was an apology from J Ordish.
- 3. Minutes of the previous meeting** of the Parish Council on 3rd December 2020 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 Chairman signs them.
- 4. Parish Councillors - Disclosure of interests on agenda items** – G Ball declared an interest in Planning Application 20/03177/FUL and P West declared an interest in Planning Application 20/03178/HHD.
- 5. Meeting Open for Public Representation** – There were no members of the public present.
- 6. WODC/OCC Matters**
Cllr C Mathew reported that the OCC budget for 21/22 will be set with an increase of 3.99% which includes the 2% increase for Social Services. The current financial situation for OCC is stable which is good in the current pandemic. The review of the thinking behind the Children’s Home proposal for Land East of Back Lane has still not been explained but should be released in Jan.
- 7. Matters Arising from Previous Meetings**

a) Traffic Calming Update

- Phase Two of the installation of gates and new signage mainly focusing on Cote, Shifford and Chimney to be investigated. Initially a walk round of the areas to be programmed in to identify where the gates/signage would be appropriate and could be installed. The clerk to set up a walk round with the Chair and P Sparrowhawk.
- The Square, Aston – Plan based on the initial discussions is expected from OCC for the February monthly council meeting.
- Following the installation of the gate on the entrance to Aston from the mile there have been 2 requests for the 30mph sign to be moved in line with the gate and the end of St James Court development as a natural conclusion. The clerk is investigating this with OCC Highways.

Minutes of the Parish Council meeting held on Thursday 7th January 2021.

- Another request has been received for the two electronic 30 mph signs to be larger and more prominently displayed on North Street and Cote Road. The clerk is currently investigating this with OCC officers.
- The remaining funds for traffic calming are £10,184.00.

b) Future of North Farm – Update by the Chair

The next meeting with OCC is on the 15th January 2021 and the chair and vice chair will be attending.

c) Land to the East of Back Lane

OCC are due to provide an update in January 2021 and currently there is no work on site.

d) Anti-Social Behaviour

There have been no reports of anti-social behaviour this month.

8. Planning

New planning applications

Documents emailed to councillors on the 30th December 2020 for perusal prior to the meeting also available at <https://www.westoxon.gov.uk/planning-and-building/planning-permission/view-planning-applications/>

Reference	20/03178/HHD
Alternative Reference	PP-09255997
Application Validated	Thu 19 Nov 2020
Address	The Old Coach House Bull Lane Aston Bampton OX18 2DT
Proposal	Rear extension, 2 new dormers and replacement garage.
Status	Under consideration

No objection but concerns raised about access to the other houses, Construction Management plan does not detail where contractor's vehicles will park and there is no on-site parking. Also, the materials to be used for construction of the extension are not sympathetic to the area and conservation area.

Reference	20/03177/FUL
Alternative Reference	Reference PP-09229676
Application Validated	Thu 19 Nov 2020
Address	Aston Repair Depot The Square Aston Bampton OX18 2DL
Proposal	Erection of two dwellings, formation of vehicular access and associated parking. Demolition of existing garage.
Status	Under consideration
No comment	

Update on Previous Planning Applications

Reference	20/00665/CND
Alternative Reference	PP-08559931

Application Validated Thu 19 Mar 2020
Address St Josephs Court Bampton Road Aston Bampton
Proposal Discharge of Conditions 3 (Sample Panel), 4 (Roof Materials), 5 (Window Details), 7 (Boundary Treatments), 8 (Bat and Bird Boxes), 9 (Landscaping) and 11 (Surface Water Drainage) with all other conditions noted of planning permission 19/03376/FUL.

9. New Business

a) Aston and Cote Community Trust

The Parish Council discussed the merits of achieving economies of scale for ground maintenance contracts and if in the future the Parish Council should work with the churches, Community Trust and management companies such as Cottsway and Sovereign Housing to achieve these. Though the principle was considered good the variety of work and organisations involved including the different governance of the organisations could make this difficult to manage. However, as the Parish Council already has the responsibility for negotiating the maintenance of the recreation ground a partnership arrangement with the Community Trust to cover the paly areas was considered worth investigating.

The clerk to approach the Community Trust to set up an initial discussion.

b) Annual Parish Meeting 2021

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 Annual Parish Council meeting will be on 6 May 2021. It was decided to provisionally set the date of the Annual Parish Meeting for the 26th April 2021. This will have to be reviewed in line with the advice for meetings in relation to the pandemic.

c) Aston Football Club Small Grant Funding Request

It was RESOLVED as proposed by P Sparrowhawk and seconded by G Ball with all in agreement to grant £500.00 to Aston Football Club towards the purchase of new goal posts.

10. Community Trust

The Parish Council accepted the minutes and there were no questions.

11. Parish Infrastructure

a) Village maintenance

The new community bench has been ordered and the revised proposal is on Bull Street by the wall opposite Waites Close. The chair requested that it is confirmed that any near neighbours have been told about the installation. It was RESOLVED as proposed by R La Forte and seconded by J West with all in agreement that the Parish Council would pay for installation and the bench would be put on the Asset Register.

b) Allotments

The clerk to make a second request a meeting with the allotment secretary and Trustee to understand the current position and how the Parish Council can support them.

c) Defibrillator in Cote Telephone Box

The defibrillator has been ordered and the clerk will confirm installation date. Cllr C Mathew has given a grant of £750 towards the purchase which means there is sufficient in the project budget for a second defibrillator to be purchased and located at Chimney once a suitable site is identified.

12. FINANCE

a) Account Balances – noted.

b) Bank Reconciliation as at 31 December 2020

B Lings will check to Unity Trust Account and CCLA statement before signing report. It was RESOLVED as proposed by J West and seconded by G Ball with all in agreement to accept the Bank Reconciliation presented to the meeting.

c) Internal Auditor 2021

It was RESOLVED as proposed by P Sparrowhawk and seconded by B Lings to appoint as Internal Auditor for 2020/21 - Mr N Hoskins if he wishes to continue as the internal auditor.

d) It was RESOLVED as proposed by B Lings and seconded by J West with all in agreement to approve the following payments for the period January 2021.

	NET	VAT	Gross Amount
Clerk's expenses – 213sheets x 7p/ Zoom £14.39/ Microsoft Office Nov & Dec 2 x £36.48	87.70	14.56	102.26
Aston Football Club Grant Request	500.00		500.00
Grounds Maintenance Sept 20 – Invoice 33389554	357.49	71.50	428.99
Grounds Maintenance Oct 20 – Invoice 3338968X	582.33	116.47	698.80
Smith of Derby – Inv 0000116703	150.00	30.00	180.00
SLCC – Deposit Level 6 of the Community Governance course for the clerk.	350.00		350.00
Total to be decided and approved	£2,027.52	£232.53	£2,260.05
Monthly Standing Orders			
Clerk's Salary	325.92		325.92
WODC Dog Bin emptying Inv 33392101	19.95	3.99	23.94
HMRC PAYE	76.80		76.80
Total SDOs	£422.67	£3.99	£426.66
Total	£2,450.19	£236.52	£2,686.71

13. CONFIDENTIAL ITEM to be discussed in closed session

It was RESOLVED with all in agreement to

- a) approve Clerk's annual inflationary pay review subject to a satisfactory Annual Review – recommendation for SCP rise to 22.
- b) On confirmation of completion of Level 5 of Community Governance increase of 1 SCP (SCP 23)
- c) Granting of £350.00 from the surplus in the training budget to be paid to the SLCC for the deposit on the first year of Level 6 of the Community Governance Degree.

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

P Sparrowhawk reported that the Bampton Flood Group has not been meeting but has been communicating via email. It has reported that the rainfall for December was no worse than 2019 or 2018. There is no update on dredging of the Great Brook, but this needs to be encouraged as it was built for drainage and is silting up adding to the flooding issues.

B Lings and the clerk meet to set up the Microsoft gov.uk email accounts and these will be used with effect from 11th January. A trial TEAMS meeting to be set up by the clerks for Thursday evening at 7.30pm.

15. Matters arising since publication of agenda/

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

None

16. Date of next meeting: Thursday 4th February 2021, 7.30pm
Monthly meeting of Parish Council

Meeting closed at 8.49pm.

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