

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL
MEETING HELD ON THURSDAY 7th May 2020 via THE ONLINE PLATFORM, ZOOM, AT 7.30 PM**

- 1. Members Present:**
 - Russell La Forte (Chairman)**
 - John Ordish (Deputy Chairman)**
 - Gill Ball**
 - Phil West**
 - Ben Lings**
 - Paul Sparrowhawk**

- In Attendance:**
 - Elaine Anstee – Clerk
 - Cllr S Good (WODC)
 - Cllr C Matthews (OCC) arrived 8.30pm

- 2. Apologies from Members:** There was an apology from J West.

- 3. Minutes of the previous meeting** of the Parish Council on 5th March 2020 were agreed as a true record and it was RESOLVED as proposed by Paul Sparrowhawk and seconded by John Ordish, with all in agreement that the Chairman signs them.

- 4. Parish Councillors - Disclosure of interests on agenda items** – There were no declarations of interest.

- 5. Meeting Open for Public Representation** – There were no members of the public present.

- 6. Virtual Meeting Protocol**
 - a) It was RESOLVED to adopt the Virtual Meeting Protocol as published and proposed by Gill Ball, seconded by Paul Sparrowhawk with all in agreement.
 - b) It was RESOLVED to purchase a monthly subscription to ZOOM at a cost of £11.99 net, for the period that virtual meetings are required as proposed by Ben Lings and Seconded by John Ordish with all in agreement.

- 7. WODC/OCC Matters**

Cllr Good updated the council on the current working arrangements for the district council and the determination of officers to keep services running as near to normal as possible. The monitoring officer has been sending out weekly updates which have been extremely useful and from the 11th May the district council will be holding online meetings via WebEx. Dix Pitt Recycling Centre will be reopening on 18th May 2020 though there are concerns from both the police and OCC about the safety of staff and the potential for traffic jams. Cllr Matthews reported that the epidemic had cost OCC £55 million so far even when netted of against government grants. The end cost of the epidemic may see a rise in council tax to cover any shortfall.

- 8. Annual Meeting of the Parish Council**

It was decided to adopt the NALC guidance and keep current offices the same until the parish council can meet in person.

9. Planning

New planning applications – For Information

Reference 20/00983/HHD
Alternative Reference Not Available
Application Validated Mon 20 Apr 2020
Address Farm View Back Lane Aston Bampton Oxfordshire OX18 2DQ
Proposal Single storey side extension
Status Under consideration
Parish Council response made on 27th April 2020

Reference 20/00877/HHD
Alternative Reference PP-08611014
Application Validated Thu 02 Apr 2020
Address Bull House Bull Lane Aston Bampton Oxfordshire OX18 2DN
Proposal Single storey extension
Status Under consideration
Parish Council response made on 21st April 2020

Update on Previous Planning Applications

Reference 20/00631/HHD
Alternative Reference PP-08486442
Application Validated Thu 05 Mar 2020
Address Limes Barn High Street Aston Bampton Oxfordshire OX18 2BY
Proposal Erection of garden room.
Status Decided
Decision Approve
Decision Issued Date Thu 30 Apr 2020

Reference 20/00519/HHD
Alternative Reference Not Available
Application Validated Thu 27 Feb 2020
Address 3 Home Farm Cottages Back Lane Aston Bampton Oxfordshire OX18 2DQ
Proposal Alterations and erection of single storey side and rear extension.
Status Decided
Decision Approve
Decision Issued Date Thu 23 Apr 2020

Reference 20/00372/HHD
Alternative Reference PP-08487408
Application Validated Mon 10 Feb 2020
Address Orchard Cottage Cote Bampton Oxfordshire OX18 2EG
Proposal Erection of single and two storey side extension.
Status Decided
Decision Approve
Decision Issued Date Tue 21 Apr 2020

10. New Business

a) Insurance Renewal for 2020/21

It was RESOLVED to delegate the final decision to the Chairman and Vice Chairman for the 2020/21 insurance renewal as the quotes have been delayed due COVID 19. This was proposed by Ben Lings, seconded by Gill Ball with all in agreement.

11. FINANCE

a) Account Balances – noted

b) Bank Reconciliations at 31 March 2020—see Clerk’s Briefing Notes (for information).

The bank reconciliations have been reviewed and approved by Ben Lings. The

c) Annual Return for 2019/20

Completion of the annual return for 2019-20 to be deferred to the June/July meeting in line with the guidance from NALC/OALC and external auditor, Moore.

d) Internal audit for 2019/20

This is currently with the internal auditor.

e) March and April invoices presented for approval and payment

March Clerk’s salary E Anstee (Gross £368.20) net £294.60, working from home allowance of £10.00 347.51	304.60	LGA 1972, s112
Clerk’s expenses – 613 sheets x 7p (COVID 19 Leaflets)	42.91	LGA 1972 s111
HMRC – PAYE – Mar 20	73.60	LGA 1972 s111
WODC – Dog Bin emptying – Inv 33353239	23.35	Litter Act 1983
Des Johnston – Inv 2017	85.00	HA 1980, s116
Total of Payments Processed in April 2020 under delegation	£529.46	
April Clerk’s salary E Anstee (Gross £375.48) net £300.48, working from home allowance of £18.00	318.48	LGA 1972, s112
Clerk’s expenses – 161 sheets x 7p	11.27	LGA 1972 s111
HMRC – PAYE – Apr 20 & Feb 20	148.60	LGA 1972 s111
WODC – Dog Bin emptying – Invoice not received for April		Litter Act 1983
Des Johnson I Inv 2023 – 2 cuts of the playing field	170.00	HA 1980, s116

It was RESOLVED as proposed by John Ordish and seconded by Paul Sparrowhawk, with all in agreement, to make the above payments.

12. Date of next meeting:

Thursday 4th June 2020, 7.30pm

Meeting closed at 8.15pm

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