

MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL MEETING HELD ON THURSDAY 7th October 2021 at the Village Hall, Aston, AT 7.30 pm

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

In Attendance: Elaine Anstee – Clerk
Dan Levy (OCC Councillor)
Lysette Nicholls (WODC Councillor) via TEAMS
7 members of the public
- 2. Apologies from Members:** There were apologies from B Lings.
- 3. Minutes of the previous meeting** of the Parish Council on 2nd September 2021 were agreed as a true record, with one amendment in Minute 6, page 1644, change ‘perceived to received’. It was RESOLVED as proposed by P West and seconded by J Ordish, with all in agreement that the meeting Chairman signs the minutes.
- 4. Parish Councillors - Disclosure of interests on agenda items – None**
- 5. Meeting Open for Public Participation**
The Parish Council was asked for reassurance that it and its councillors would always respond to the concerns of residents, most especially in the running or large public events. Councillors stated that they would always bring to council the concerns raised by residents. The ‘Register of Interests’ on the Parish Council website were queried as to whether they were up to date. Clerk to check the guidance and review the current registrar.
There was a question about when the Annual Parish Meeting was to be held as it had been delayed due to the COVID 19 Pandemic. This has been provisionally programmed for 8th November 2021 at 7.30pm in the village hall, Aston.
The council was also advised of the application made to OCC by a resident to purchase a small parcel of land adjacent to the allotments and part of the North Farm site.
- 6. WODC/OCC Matters**
Lysette Nicholls (WODC Councillor) reported that the district council will be deciding on continuing the current restrictions in Witney High Street. A survey of residents gave a return that 64% of respondents would like to keep the restrictions. She further reminded the meeting about the WODC Loyalty app through which discounts can be found at local businesses.
D Levy (OCC Councillor) reported that the 40 improvements are heading apace and just awaiting DFC sign off. The planning approval sits with OCC and digging is expected to start in 2022. There is to be a new bus service starting in November 2021, running from Brighthampton, via Standlake and Eynsham to the station at Hanborough.

In south Oxfordshire the '20 mph' zones trial continues, and indications is that it will be rolled out further. It will possibly be on a 'opt out' rather than 'opt in' basis. Lastly, he reported that there has been an enforcement drive at Newbridge and numerous hefty fines issued.

7. Matters Arising from Previous Meetings

a) Traffic Calming Update

- The Square, Aston – on hold until OCC officers provide options.
- The draft proposal bringing all requests for 20/30 mph extensions around Aston and Cote and build out at the village hall together is with OCC officers for processing.
- The remaining funds for traffic calming are £4,004 with the anticipated costs for 30 mph consultation (£3,255) taken into consideration.
- S106 funding for an ANPR camera in Aston have been identified and the clerk is to investigate the 'what, where, how and how much' for installing such a camera.

b) Future of North Farm

The Chairman updated the Council on the meeting at County Hall which he and J Ordish attended with OCC officers, D Levy (OCC) and S Good (WODC). The meeting was positive, and the OCC business case is coming together. OCC will brief the Parish Council in November 2021. This is regarded as a flagship project by OCC in terms of working collaboratively with the community. The central issue of the project for the Parish Council is getting the right balance of 'costs' (extent of housing development) versus what benefits would derive to the community. The Council agreed that the 'cost' of 10 open market houses identified in its original submission to OCC would be a logical starting point for negotiation/discussion, rather than the 15 believed to be the basis of the OCC business case (albeit other options were believed to be being prepared).

Potential conditions from the Parish Council perspective would include:

- 1 Infrastructure – North Street is narrow with poor sight lines and pedestrian provision, so any development would need to be supported with better access and egress from the site, as well as safety measures for pedestrians.
- 2 Sewage and drainage – on site solution with no extra load on existing infrastructure.
- 3 Conservation area status to be respected, if not enhanced.
- 4 Minimum number of houses for maximum return.
- 5 Green issues – barn owls, bats plus other nature and climate change issues.
- 6 Zero carbon houses.

Once the OCC business plan is presented and agreed in principle, the Parish Council will proceed to the next (third) stage of public consultation.

c) HM Queen Elizabeth II Platinum Jubilee 2022

There has been no response yet from the groups contacted about site for tree planting. The Chairman has been in discussion with the Matthew Homes Land Director for the Hawthorns development and no such project would be feasible in the timelines

available. The land in question is to be retained by Matthew Homes, potentially as a biodiversity offset for other developments. It is to be maintained by their sub-contracted management company at no cost to the Parish. The Community Trust is considering whether any tree planting might be possible on the Recreation Ground. It was also decided to approach the landowner of the field behind the playing fields to find out if they would be prepared to allow planting along the footpath. Land ownership (e.g. the dimensions of the footpath) would have to be determined, as the Council would not wish to plant on private land - a key consideration must be public access in perpetuity.

d) *Anti-Social Behaviour*

Complaints about the car parking at the village hall during football matches that spills out onto the surrounding roads was discussed.

8. Planning

New planning applications

Documents emailed to councillors on the 30 September 2021 for perusal prior to the meeting also available at <https://www.westoxon.gov.uk/planning-and-building/planning-permission/view-planning-applications/>

Reference	21/03021/HHD
Alternative Reference	PP-10191537
Application Validated	Tue 07 Sep 2021
Address	The Old Coach House Bull Lane Aston Bampton OX18 2DT
Proposal	Proposed rear extension, 2 new dormers and replacement garage
Status	Under consideration
No objection but concerns reiterated about access, damage to verge and onsite parking.	

Reference	21/03088/HHD
Alternative Reference	PP-10079687
Application Validated	Fri 17 Sep 2021
Address	Gaston Cottage Church Lane Aston Bampton OX18 2DY
Proposal	Erection of a two-storey side extension along with construction of a detached double garage
Status	Under consideration
No objection	

Reference	21/03043/CND
Alternative Reference	PP-10194458
Application Validated	Wed 08 Sep 2021
Address	Chimney Meadows Nature Reserve Chimney Bampton
Proposal	Discharge of condition 6 (stages programme of archaeological evaluation and mitigation) of planning permission 20/03409/FUL
Status	Under consideration
For information only	

Reference **21/02891/FUL**
Alternative Reference PP-10157038
Application Validated Wed 25 Aug 2021
Address Kingsway Farm Bampton Road Aston Bampton OX18 2BT
Proposal Demolition of existing barn and erection of a dwelling
Status Under consideration
No objection with comments about drainage/sewage system, on site parking and traffic management plan.

Planning Appeal

Site Address: Chimney Farm Barns Chimney Bampton
Description of Development: Change of use of land from ancillary space for holiday cottages to residential gardens
Original Application Number: 20/03010/FUL
Appellant's name: Mrs Sarah Wood
Appeal Reference: APP/D3125/W/21/3275849
Appeal Start Date: 08.09.2021
Response Due: 13 October 2021
There is no change to the Parish Council's original response.

Update on Previous Planning Applications

Reference **21/02586/HHD**
Alternative Reference PP-10026233
Application Validated Mon 02 Aug 2021
Address The Barn 2 Waites Close Aston Bampton Oxfordshire OX18 2ES
Proposal Erection of a garden room / gym (retrospective)
Status Decided
Decision Approve
Decision Issued Date Thu 16 Sep 2021

Reference **21/01861/FUL**
Alternative Reference Not Available
Application Validated Mon 21 Jun 2021
Address Merton Cottage Bampton Road Aston OX18 2BT
Proposal Erection of a detached dwelling with associated parking.
Status Decided
Decision Refuse
Decision Issued Date Thu 16 Sep 2021

9. New Business

a) *Oxfordshire Local Plan 2050*

The Parish Council is concerned that this plan will overwrite the WODC Local Plan 2031 and though reassured by D Levy that the plan is expected to work with existing district council plans. It was decided to raise this as a concern as part of the consultation.

b) *Consultation on Ox-Cam ARC*

On 20th July, central government published a consultation to engage with local communities about the future of the Oxford-Cambridge Arc, seeking views by the 12th October 2021 to help shape a vision for the Spatial Framework. The Parish Council decided not to respond as a corporate body.

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

It was RESOLVED as proposed by P West and seconded by J Ordish with all in agreement to a donation of £150 to the Royal British Legion as budgeted.

d) *Governance – Policies for Review*

It was RESOLVED as proposed by P West and seconded by J Ordish with all in agreement to the review and readoption of the Media Policy.

It was RESOLVED as proposed by J West and seconded by P Sparrowhawk with all in agreement to the review and readoption of the Protocol for Recording Meetings. The decision on the 'Protocol for meetings with developers' was deferred to the November meeting.

10. Community Trust

The AGM took place on 15th September at 7.30pm in the village hall with officers and chair elected for the next year. The constitution is to be reviewed. The new floor in the village hall has been laid with new blinds and signage to follow. The football club is being very active and there is potential for an FA grant towards improving the pitches. This will require guaranteed access for 10 years and under the terms of the trust under which the land was given to the parish it must remain open to all so the pitches cannot be roped off.

During the pandemic the Community Trust was given two 'COVID' payments from WODC and now they are being asked for some of it back. The Community Trust questioned the second payment when it was made so this has been kept aside and can be returned.

11. Parish Infrastructure

a) *Village maintenance*

The seat outside Aston Primary School has a plaque for the Silver Jubilee that has become tarnished and the wall around it is crumbling. Clerk to get a quote for repairs and cleaning of the plaque.

b) *Asset Check*

J Ordish reported that the bench by the war memorial in Aston and the bench in Cote both need painting. Clerk to organise for this to be done.

12. FINANCE

a) *Account Balances – noted.*

b) *Bank Reconciliation to 30 September 2021.*

To be checked by B Lings.

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

d) *Budget 2022-2023 – Projects*

The clerk advised that at the November Parish Council meeting they will present the first draft of the budget for 2022-23 so it would be ideal to have some thoughts for projects.

e) *External Audit Result – Annual Return 20-21*

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 return as proposed by P Sparrowhawk and seconded by J West with all in agreement.

f) It was RESOLVED as proposed by J Ordish and seconded by G Ball with all in agreement to approve the following payments for the period September 2021.

	NET	VAT	Gross Amount
Clerk’s expenses 178 x 7p/Microsoft Office £43.20/Norton Renewal £64.99/Working from Home £18.00	102.62	18.03	120.65
D Johnson – Invoice 2202	230.00		230.00
WODC Grounds Maintenance Inv 33426667	638.98	127.80	766.78
Moore – Internal Audit Inv 307699	200.00	40.00	240.00
HMRC – Employers NI on Honorarium.	95.36		95.36
Royal British Legion - Wreath	150.00		150.00
Total to be decided and approved	£1,416.96	£185.83	£1,602.79
Monthly Standing Orders			
Clerk’s Salary	362.90		362.90
WODC Dog Bin emptying Inv 33424662	20.17	4.03	24.20
HMRC PAYE	90.60		90.60
Total SDOs	£473.67	£4.03	£477.70
Total	£1,890.63	£189.86	£2,080.49

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

P Sparrowhawk reported on the Bampton Flood meeting held in September 2021. Thames Water and the Environment Agency were in attendance. TW has a new CEO and another new 5-year plan. EA stated that the Great Brook has been dredged this year, in July, and this was challenged. Next meeting is in Jan 2022.

14. Matters arising since publication of agenda/

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

Annual Parish meeting – 8th November

15. Date of next meeting: Thursday 4th November 2021, 7.30pm

Monthly meeting of Parish Council

Meeting closed at 21.27 pm.

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