

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL

AGENDA

The monthly meeting of the Parish Council will be held on **THURSDAY 10TH MAY 2018**, at 7.30pm in the meeting room at the Village Hall. You are herewith summoned to attend the above meeting. The business will be as detailed below.

**Helen Sandhu – Clerk
Proper Officer**

RECORDING OF MEETINGS

The law allows the council's public meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted.

As a matter of courtesy, if you intend to record any part of the proceedings, please let the Clerk know before the start of the meeting.

- 1. Councillors to sign Declaration of Acceptance of Office**
- 2. Present**
- 3. Explanation from the Chair of the meeting about the protocol on the recording of meetings**
- 4. Apologies from Members**
- 5. Annual Meeting of Parish Council**
 - Election of Chairperson – Chairperson to sign Acceptance of Office
 - Election of Vice Chairperson
 - Election of Transport Representative (if desired)
 - Election of Community Trust Representative
 - Election of Representative to the local committee of Cote Chapel
 - Election of Representative for the RAF Brize Norton Local Community Working Group meetings (currently 1 evening meeting per year and an invitation to an evening summer semi-formal event)
 - Discussion and decision on who will submit PC news article to Voices (bi-monthly)
- 6. To approve the Minutes** of the Parish Council meeting on 5 April 2018
- 7. Parish Councillors - Disclosure of interests on agenda items**
- 8. Meeting Open for Public Representation**

This is the only part of the meeting where members of the public are permitted to speak. The Parish Council's Standing Orders limit the time for this part of the meeting to 10 minutes in total unless otherwise directed by the chairman of the meeting. The Standing Orders specify that each member of the public shall not speak for more than three minutes.
- 9. WODC/OCC Matters**

10. Matters Arising from Previous Meetings

- a) *Progress on working towards compliance with the new General Data Protection Regulations (GDPR)*
- b) *Appointment of Trustee to the Bampton Exhibition Foundation*
- c) *War Memorial cleaning and re-lettering – application for grant funding from War Memorials Trust (WMT)*
- d) *Anti Social Behaviour*

11. Correspondence sent

12. New Business

- a) *Annual Parish Meeting 2018*
- b) *Co-option to fill vacancies for two councillors*
- c) *Insurance renewal*
- d) *Request from Aston & Cote Community Trust for funding for new playground*
- e) *War memorial cleaning and re-lettering*
- f) *Commemoration of the end of the First World War*

13. PLANNING

New planning applications

18/00877/FUL Ferndale, Back Lane, Aston
Conversion of roof space above garage into holiday let. Insertion of rooflights and new external staircase

18/01037/HHD 5 Manor Close, Aston
Erection of single storey garden room to side elevation

Planning applications approved

18/00340/HHD 4 Chimney Farm Cottages
Alterations and erection of single storey extension

18/00541/HHD Farm View, North Street, Aston
Replacement of existing side single-storey extension with a two storey extension

Follow up to previous planning applications

17/01782/RES Proposed residential development for forty one dwellings, landscaping, public open space and associated infrastructure

14. Community Trust

15. Parish Infrastructure

- a) *Village maintenance*
- b) *Weed spraying*
- c) *Condition of the highways – call to Oxfordshire County Council to take action*
- d) *Reinstatement of posts around war memorial*
- e) *Overhanging hedge on boundary of Matthew Homes development site (between Saxel Close and village hall)*
- f) *Highways matters still being pursued – for information*

16. FINANCE

- a) *Account Balances*
- b) *Receipts & Payments Account to 31 March 2018*
- c) *Bank Reconciliations at 31 March 2018*
- d) *Annual Return for 2017/18*
- e) *Internal audit for 2017/18*
- f) *Change of Bank Signatories*
- g) *April invoices presented for approval and payment*

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

**18. Matters arising since publication of agenda/
Matters which Councillors wish to raise for inclusion on next agenda
(for discussion only)**

19. Date of next meetings: **Thursday 7th June 2018, 7.30pm**
Monthly meeting of Parish Council