

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL  
MEETING HELD ON THURSDAY 2<sup>ND</sup> NOVEMBER 2017 IN THE  
VILLAGE HALL, ASTON AT 7.30 PM**

**1. Members**                    **Richard Haines (Chairman)**

**Present:**                    **Jane Everex**  
                                     **Ben Lings**  
                                     **Paul Sparrowhawk**  
                                     **Jane West**  
                                     **Phil West**

**In Attendance:**    Helen Sandhu – Clerk  
                                 Hilary Fenton – West Oxfordshire District Councillor  
                                 Steve Good – West Oxfordshire District Councillor  
                                 Charles Mathew – Oxfordshire County Councillor (arriving at Item 10)

**Members’**

**Apologies:**                John Ordish

**2. Minutes of previous meeting** – on 5 October 2017 were agreed as a correct record and signed by the Chairman.

Proposed by Jane West, seconded by Paul Sparrowhawk. Richard Haines expressed his thanks to John Ordish for chairing this meeting.

**3. Parish Councillors – Disclosure of interests on agenda items**

None.

**4. WODC Matters**

Mrs Fenton and Mr Good asked whether residents were satisfied with the new waste collection service. The Parish Council members advised that since this service started there have been regular problems with areas of the parish being missed from the collection. Mrs Fenton and Mr Good said that they will talk to the council officers responsible for overseeing the service.

**5. Matters Arising from Previous Meetings**

*a) Maintenance of parish benches*

The new bench to replace the one on Southlands has been delivered. It will be installed by volunteers who will assess further whether the plaque can be removed from the existing bench when they carry out the work.

The replacement plastic slats for the VE/VJ bench have been ordered, with the invoice due to be paid at this meeting.

*b) Litter bin on Aston garage land*

Phil West agreed to pick the bin up and store it until it is delivered to the Community Trust.

*c) Developer consultation on relocation of “Aston” sign at North Street entrance to Aston*

The developer has been advised that the Parish Council would prefer it if the sign is not moved and has been asked to provide further information on why the relocation is required, and why this needs to be at a distance of 65m from the current position. Response not yet received.

## **Matters Arising from Previous Meetings**

### *d) Anti Social Behaviour*

The Police Team have reported that there have been incidents of hare coursing in the area and have asked anyone with information or noticing suspicious activity to contact them.

## **6. New Business**

### *a) Remembrance Sunday service at Aston War Memorial (Sunday 12<sup>th</sup> November – 2.45pm)*

Richard Haines volunteered to represent the Parish Council at this service.

### *a) Royal British Legion Poppy Appeal – Parish Council donation*

It was resolved that the Council, in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, would give a donation of £150 to Royal British Legion (to include the cost of the wreath). This is, in the opinion of the Council, in the interests of the inhabitants of the Parish and will benefit them in a manner commensurate with the expenditure. Proposed by Jane Everex, seconded by Jane West.

### *b) Retender of grass cutting contract (verges and war memorial) from 2018*

The draft contract in the Clerk's Briefing Note was reviewed. It was resolved that the contract should be tendered for a period of 3 years, with no changes to the draft contract.

It was resolved to send the tender documents to WODC, Oxford City Council Commercial Services, Des Johnston and Lynick Gardens.

### *c) Retender of grass cutting contract (playing field) from 2018*

The draft contract in the Clerk's Briefing Note was reviewed. It was agreed that the relevant clauses in the general grass cutting contract covering workmanship standards should be added to this contract. It was resolved that the contract should be tendered for a period of 2 years, with the tender documents to be sent to WODC, Oxford City Council Commercial Services, Des Johnston and Lynick Gardens.

### *d) A Neighbourhood Plan for Aston, Cote Shifford & Chimney?*

After discussion it was resolved that the Parish Council would not proceed with the idea of developing a Neighbourhood Plan for our parish at this point in time.

## **7. PLANNING**

### **New planning applications**

17/03158/HHD

Pinto House, 3 The Paddocks, Aston

Erection of single storey timber framed orangery

It was resolved that the Parish Council would not object to nor comment on this application.

17/03236/S73

Land North of Back Lane, Aston

Non compliance with condition 2 of planning permission 16/03960/FUL to allow changes to floor plans and elevations for plot 2

It was resolved that the Parish Council would not object to nor comment on this application.

## **PLANNING (continued)**

### **Planning applications going to appeal**

16/03005/OUT Land North of Cote Road, Cote Road, Aston  
Erection of up to 30 residential dwellings ("Gladman 2")

Richard Haines agreed to attend this appeal hearing to speak on the Parish Council's behalf.

### **Follow up to previous planning applications**

17/02542/RES Residential development comprising 38 dwellings and associated garages (amended plans).  
It was noted that the only changes seem to be the addition of 7 additional visitor car parking spaces (taking the total to 13) and the creation of a footpath link from the site to the existing footpath which runs between Bull Street and Saxel Close (which the Parish Council suggested).

The County Council has updated its response to this planning application and is now objecting on the basis that the drainage information provided with the application is not sufficient for OCC to assess the drainage of the site. This appears to relate to surface water drainage only, not the discharge of sewerage.

## **8. Community Trust**

The minutes of the recent meeting were put in the folder.

## **9. Parish Infrastructure**

### *a) Village maintenance*

The condition of the footway between Aston and Cote was discussed. It was noted that the landowner has recently cut the hedge and the grass verge has recently been recut by Oxfordshire County Council. It was also noted, however, that the path has become narrowed at ground level in certain areas, with the grass encroaching over the metalled surface. It was agreed that the path would benefit from siding-out. Some siding out has recently been carried out on footways in Eynsham and Witney, but it was not clear whether this work was done by the County Council or the local councils; the Clerk was asked to contact the Eynsham Clerk to enquire.

The Clerk was also asked to request that Oxfordshire County Council carries out the siding out on the Aston to Cote footway.

### *b) Damage to footpath across war memorial green*

Damaged after having been driven over by a large vehicle in the early hours of Monday 2<sup>nd</sup> October (offender not observed). Thanks were expressed to Phil West who made the area safe, and the path was promptly repaired by Oxfordshire County Council.

The post needs to be replaced. The Clerk will contact the contractor who initially installed it again to see whether he can install a replacement. If not Des Johnston will be asked if he can do the work.

## 10. OCC Matters

Charles Mathew arrived at the meeting.

In the Budget on 22<sup>nd</sup> November the Government will announce a £300m infrastructure investment for Oxfordshire. It is not yet clear what projects this investment will be for. The Oxfordshire Growth Board had previously submitted three infrastructure funding requests to Government: for the Didcot Garden Town, for the A40 (specifically relating to the West Oxfordshire Garden Village) and for the North of Oxford to support development in Woodstock and Begbroke/Yarnton, so the investment may relate to these projects.

Mr Mathew went on to talk about the financial pressures which Oxfordshire County Council is facing, primarily due to an increased call on services relating to safeguarding children and caring for vulnerable assets. These services are now absorbing 78% of the County Council's total income.

Mr Mathew ended by talking about the campaign he has launched at the Oxfordshire County Council group to bring pressure on Thames Water to enter into detailed talks about the problems that are present throughout his ward. The campaign will include a concerted PR effort, including within the local press.

## 11. FINANCE

a) *Account Balances* – noted.

b) *Receipts & Payments Account for 6 months to 30 September 2017* – noted.

c) *Bank Reconciliations at 30 September 2017*– noted.

d) *Future precept plans*

The Clerk's Briefing Notes had included a full analysis of the responses received. It was noted that there was public support to retain the precept at its current level to generate funds to invest in amenities and other infrastructure in the parish.

e) *Budget for 2018/19*

The first draft which had been included in the Clerk's Briefing Notes was discussed. It was agreed that the aim should be to ensure that the precept is kept at the current level per household.

It was resolved to set aside any surplus at 31 March 2018 into a new Play Facilities Reserve, with the intention being to use it to support the development of the new playground, subject to the Community Trust meeting the Parish Council's information requirements.

It was resolved to set up a new Traffic Calming Reserve, with the intention being to generate additional funds to add to the £10,000 S106 funding which will come from the development adjacent to Foxwood to install some traffic calming measures on Cote Road. Paul Sparrowhawk was asked if he can obtain some pricing information for possible traffic calming measures, including chicanes (without central road humps)

**FINANCE (continued)**

*f) October invoices presented for approval and payment*

		Statute
Clerk's salary and working from home allowance	381.00	LGA 1972, s112
Clerk's expenses – printing 263 sheets x 7p	18.41	LGA 1972 s111
West Oxfordshire District Council – emptying of dog bin in November	21.94	Litter Act 1983
Des Johnston – three cuts of playing field	216.00	LG(MP)A 1976, s19
Kedel Ltd – recycled plastic planks for bench	294.97	PCA 1957 ss1(1)
Donation to Royal British Legion	150.00	LGA 1972 s137
<b>Total</b>	<b>1082.32</b>	

It was resolved to make the above payments, proposed by Jane West, seconded by Ben Lings.

**12. Confidential Business**

*a) Clerk's salary review for 2018/19*

The Clerk left the meeting

It was resolved to increase the Clerk's pay to £13.80 per hour from 1 April 2018.

The Clerk rejoined the meeting.

Signed .....dated.....