

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL  
MEETING HELD ON THURSDAY 6<sup>TH</sup> AUGUST 2015 IN THE  
VILLAGE HALL, ASTON AT 7.30 PM**

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

**Present:** Jane Everex  
John Ordish  
Paul Sparrowhawk  
Jane West  
Phil West

**In Attendance:** None

**Apologies:** Ben Lings  
Helen Sandhu (Clerk)

**2. Minutes of previous meeting** – on 2 July 2015 were agreed as a correct record and signed by the Chairman.  
Proposed by Jane Everex, seconded by Jane West.

**3. Parish Councillors – Disclosure of interests on agenda items**  
None.

**4. Matters Arising from Previous Meetings**

a) *Central Aston post box*  
Relocation completed.

b) *Sale of Red Lion*

The Parish Council is aware that the current landlord is in the process of buying the freehold of the pub from Enterprise Inns and will run it as a going concern. Councillors did not think that the purchase had yet been completed. The pub will remain listed as an asset of community value with WODC after the sale.

**5. New Business**

a) *Invitation to attend meeting at Oxfordshire County Council for all Oxfordshire town and parish councils on Monday 21 September at 6pm*  
Councillors were asked to inform the Clerk direct if they were interested in attending this meeting (a maximum of two representatives can attend).

**6. Community Trust**

John Ordish requested that the Parish Council consider at the September meeting whether the council would be prepared to commission and pay for a fire risk assessment of the village hall (estimated cost of £350 + VAT).

**7. Parish Infrastructure**

a) *Village maintenance*

There was a discussion about the two large trees adjacent to the footway on North Street at each end of the agricultural field between the sewage pumping station and White House Farm. A councillor had already asked Chris Smith to trim one of these trees (at a cost of £20) – it was noted that this work should not have been ordered without prior agreement of the Parish Council at a meeting/the Clerk under her emergency powers. The Parish Council approved this work in retrospect. The other

**Parish Infrastructure (continued)**

tree is leaning over the footway. It was noted that the ownership of these trees is not clear. The Clerk will contact Highways for advice.

*b) Painting/staining of benches*

Oddjobs had provided a quotation of £100 for the painting of the bench on the war memorial and the staining of the VE/VJ day bench on the playing field. The quotation was approved – Richard Haines will inform Oddjobs.

*c) Grass cutting footpath between playing field and Bull Street*

A resident had complained about the condition of the footpath. It was noted that the edge of the field has now been cut. The County Council is responsible for the maintenance of countryside access routes, but is unlikely to carry out further cuts due to its austerity measures. It was agreed that self-help would probably be the only solution.

*d) Remedial works on culvert on Great Brook Road*

The remedial work is now planned to start in the week beginning 21 September, taking 1-2 weeks. The road will be closed for some/all of this period.

*e) Highway verges*

No response received from Oxfordshire Highways to letter sent. The letter was copied to Councillor Charles Mathew who has emailed to advise:

“There is a programme currently under way to give everywhere a first cut- as you say Bampton has been done and progress is being made round the rest of the county. You would recognise that that will take some time to complete- the whole area is some six weeks work, I understand”

*f) Metal chicanes/barriers at footpath ends – Woodbridge Close, Cote Road, Bull Street c/f to September meeting*

**8. PLANNING**

**New Planning applications**

- |              |  |
|--------------|--|
| 15/02311/HHD | 1 Manor Close, Aston<br>Removal of leylandii hedge, installation of close boarded wooden fence and gate (retrospective)<br><i>No comments.</i>   |
| 15/02393/LBC | South Barn, Cote, Bampton<br>Refurbishment of existing sunroom including replacement of external doors with new bi-folding door, insertion of two velux rooflights and block up front stable door<br><i>No comments.</i> |
| 15/02681/HHD | Notley House (was Barry House), Back Lane, Aston<br>Erection of single storey rear extension<br><i>No comments.</i>  |

## **PLANNING (continued)**

### **New Planning applications**

- 15/02692/PN56 Land at livestock buildings, South of Bampton Road, Aston  
Change of use of agricultural building to dwelling  
(Replacing application in May 2015 which was subsequently withdrawn)  
Having considered the requirements of Part 3 Class MB of the Town and Country Planning (General Permitted Development Order) 1995, it was resolved that the Parish Council would object to this application for the following reasons:
- Some of the work referred to in the application is not within the “permitted building work” list of the GPDO – specifically the digging down of the floor in one area of the structure;
  - The current structure, comprising corrugated metal and rough timber, is not suitable for conversion and will require complete demolition, which is contrary to the conditions of the GPDO which refer to “partial demolition” only. Despite the inclusion of a report entitled “Report on the Suitability of Buildings to Habitable Use” with this application, the Design and Access Statement indicates that the new structure would be built of entirely different/new materials, clearly indicating that the current structure will be completely demolished, contrary to the GPDO;
  - There is a question on whether the most recent use of the structure was as part of an agricultural holding, as required by the GDPO;
  - The “Report on the Suitability of Buildings to Habitable Use” refers to the main building as a “stable block” on several occasions and also refers to its “use by horses”. Stabling does not constitute an agricultural building, which prohibits it from being converted under the GDPO;
  - Some of the work referred to in the application does not fall within the GDPO and will require a formal planning application – change of use for the remaining land which would no longer be viable for agricultural use; conversion of the pigsty which will not be used as a dwelling; alterations to the access road and installation of parking.
- The response will also request that a Planning Officer visit the site to assess the building, if this has not already been done.

### **Updates to previous planning applications**

- 14/01496/FUL Thistle Cottage, Ham Lane, Aston  
Erection of 7 dwellings and associated works  
The hoarding has been moved back, rectifying the obstruction that it had been causing, and Highways has informed the developer of the extent of highways verge at the boundary of the site which will need to be reinstated once the development is complete.

It was noted that the developers have installed some fencing on the boundaries of the site which adjoin Southlands and the rear of the properties on The Square/The High Street. In some areas the fencing, which looks permanent, has been installed within the development site, leaving a gap between it and the natural boundaries (including the stone wall on Southlands). The Clerk to be asked to ascertain whether the new fencing is permanent, who owns the stone wall and who will maintain the land gaps which have now been created.

**PLANNING (continued)**

**Planning applications granted**

15/01550/OUT Land North of Cote Road, Cote Road, Aston  
Proposed residential development for up to 41 dwellings (reduced from 44)  
This application was approved by the Lowlands Planning Committee of WODC on 20 July.  
The Committee has asked Planning Officers to look into the issues of possible traffic calming measures near the site to slow traffic coming from Cote, and how the open space could be protected to ensure that it is undeveloped into perpetuity – there was a suggestion that it could be used as allotments. The development will generate s106 money for the parish once it has been built.

There was a suggestion that the Parish Council should ask for the Conservation Area to be extended to include this site.

15/01628/HHD 2 Manor Close, Aston  
Removal of existing single storey extension. Erection of two storey extension.

15/00901/HHD 5 The Paddocks, Aston  
Installation of four Velux windows

15/01932/HHD Hawthorns, Ham Lane, Aston  
Proposed two storey front extension to main dwelling. Alterations to existing double garage and creation of new vehicular access

**9. Finance**

*a) July invoices presented for approval and payment*

		Statute
Clerk's salary and working from home allowance	364.20	LGA 1972, s112
Clerk's expenses – printing – 198 sheets @ 5p, cable ties for fixing APM banner, refreshments for APM	14.85	LGA 1972 s111
BDO LLP – annual audit fee	120.00	LGA 1972 s111
Margaret Johnson Ltd – stationery & photocopying	5.71	LGA 1972 s111
Des Johnston – 5 cuts of playing field (9 invoiced in season to date)	280.00	LG(MP)A 1976, s19
West Oxfordshire District Council – 2 cuts of verges and war memorial – March & April (2 invoiced in year to date)	754.06	HA 1980, s116
West Oxfordshire District Council – emptying of dog bin in August	21.04	Litter Act 1983
<b>Total</b>	<b>1,559.86</b>	

It was resolved to make the above payments. The cheques were signed by Richard Haines and John Ordish.

**10. Date of next meeting:** Thursday 3<sup>rd</sup> September 2015, 7.30pm  
Monthly Parish Council Meeting

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