

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL
MEETING HELD ON THURSDAY 7TH AUGUST 2014 IN THE
MEETING ROOM, VILLAGE HALL, ASTON AT 7.30 PM**

1. Members **Richard Haines (Chairman)**
Present: **Ben Lings**
 John Ordish
 Paul Sparrowhawk
 Jane West

In Attendance: Helen Sandhu – Clerk
 Charles Mathew, Oxfordshire County Councillor
 1 member of the public (to the end of item 4)

Apologies: Jane Everex
 Phil West

2. Minutes of previous meeting – on 3 July 2014 were agreed as a correct record and signed by the Chairman.
Proposed by John Ordish, seconded by Paul Sparrowhawk.

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

4. Open session for public debate

The member of the public present expressed his views and concerns on the proposed relocation of the Post Office in Aston to the Fellowship Centre. He said that he agrees that it is important to have a post office service and that the Fellowship Centre is a good location in principle. However, he expressed concern about the potential impact of an increase in the number of vehicles parking at the Centre to use the post office. The car park behind the Fellowship Centre which is shared with Kingsgate is often at capacity and is also used a lot by people turning. He said that the warden of Kingsgate is also concerned about the impact of more parking and vehicle movements on the residents of Kingsgate, many of whom are quite elderly and have reduced mobility.

Richard Haines told the member of the public that the Parish Council would be discussing this issue later in the meeting and would be submitting a formal response to the Post Office consultation. He thanked the member of the public for attending the meeting and told him that his comments would be considered. The member of the public then left.

5. OCC/WODC Items

Charles Mathew expressed his concerns about the number of HGVs using the Thames crossing at Newbridge, in contravention of the bridge's weight limit. The County Council is seeking to identify a new company to run the CCTV enforcement cameras.

6. Matters Arising from Previous Meetings

a) Central Aston post box

Richard Haines informed the Parish Council that he and John Ordish met with Steve Davis (Royal Mail) on 23 July to look at possible alternative locations for the post box. The position at the top of North Street/The Square, previously considered by the Parish Council to be the best alternative site is not acceptable to Royal Mail as there needs to

be 1.6m of footway between the box and the kerb, and the footway is not sufficiently wide at this location. The preferred alternative proposed by Richard Haines and John Ordish was the triangle of land at the junction of Cote Road & Bull Street. The Clerk pointed out that this is not on the Highways verges map and so does not appear to be owned by Oxfordshire County Council – Royal Mail will need to carry out its own searches to identify the ownership of the land. Some of the members of the council expressed concern about the potential hazard of people parking on the bend to use the box (including the postman collecting the post). It was noted that consideration of any potential impact on highway safety would presumably form part of the site assessment carried out by Royal Mail.

It was agreed that if the preferred location is not suitable, then the only other potential site evident to the Parish Council would be the large area of highway verge at the junction of Southlands and Bull Street. However, there is already a lot of street furniture at this location (bench, noticeboard, litter bin and dog waste bin), and the post box would be less visible from the centre of the village.

It was resolved that the Clerk would confirm the preferred location to Royal Mail, advising them that this does not appear to be owned by Highways, and indicating that it is assumed that a highway safety assessment will be done. Letter also to indicate the possible second alternative location. The Clerk was also asked to inform Royal Mail that the box needs to be moved as soon as possible as it is now on private land and the land owners want it moved.

7. New Business

a) *Replacement postal service in Aston*

Proposed new service:

Location – Fellowship Centre, Cote Road

Provided by – subpostmaster from Minster Lovell Post Office

Opening times – Monday 09.00-12.00, Wednesday 09.00-12.00,
Friday 12.00-15.00

Services: - Same range of services as at present, with the exclusion of Euro on Demand Bureau de Change facilities

It was resolved that the Parish Council would provide the following responses to the consultation being carried out by The Post Office:

- the location is easy for people to get to and is accessible;
- it is unfortunate that the service will be open for fewer hours than the dedicated Post Office, and this could have a detrimental impact on local businesses;
- there are concerns about the potential detrimental impact of increased parking and traffic movements on residents of Kingsgate, many of whom are elderly and have reduced mobility;
- Whilst the Parish Council is pleased that there will continue to be a post office service in Aston, it is frustrating and disappointing that the strict criteria applied by The Post Office has made it impossible for the local businesses in Aston who could have hosted the post office to do so.

8. PLANNING

Planning applications refused

14/0519/P/FP

3 High Street, Aston

Erection of two storey extension to existing dwelling and erection of attached dwelling with associated parking

Reasons: inadequate visual splay from drive; inadequate off-street parking.

PLANNING (continued)

Planning applications refused

14/0791/P/FP Thistle Cottage, Ham Lane, Aston
Development of seven dwellings and extend/refurbish Thistle Cottage and associated works

Planning applications granted

14/0682/P/FP 12 Bull Street, Aston
Modernisation to include removal of existing single storey extension and erection of new two storey rear extension. Insertion of velux roof lights in existing rear roof slope and construction of front entrance porch

14/0685/P/FP 10 Bull Street, Aston
Modernisation to include removal of existing single storey extension and erection of new two storey and single storey rear extension. Insertion of velux roof lights in existing rear roof slope.

New planning applications

14/0965/P/FP 1 Cote Road, Aston
Erection of two storey front and single storey rear extensions
No comments

14/1082/P/FP 3 High Street, Aston
Erection of two storey extension to existing dwelling and erection of attached dwelling with associated parking

The Parish Council resolved to **object** to the application for the following reasons:

- The previous application was refused on the grounds of highway safety linked to the likelihood for the proposal to increase on-street parking. The amendments which have been made within this planning application do not provide sufficient improvement to negate the previous concerns;
- The design of the parking and the inadequate turning provision are likely to mean that the residents of the properties will elect not to use the parking but to park on the street, which will be unsafe and detrimental to road users and all residents living in the vicinity of the properties;
- The design of the extensions (which will project further into the rear garden than the existing extension) will create an unappealing visual structure which will be detrimental to the conservation area;
- The two storey rear extensions will be overbearing to the residents of the properties and to the residents in number 2. The Parish Council understands that when the owners of number 1 extended into the rear garden they were only permitted to build a single storey extension, and the Parish Council sees no reason why these same restrictions should not apply to this application.

9. Finance

a) July invoices presented for approval and payment

		Statute
Clerk's salary and working from home allowance	355.80	LGA 1972, s112
Clerk's expenses – printing – 89 sheets @ 5p	4.45	LGA 1972 s111
Margaret Johnson Ltd – stationery & photocopying	39.74	LGA 1972 s111
West Oxfordshire District Council – emptying of dog bin in August	20.40	Litter Act 1983
West Oxfordshire District Council – 4 cuts of verges (7 invoiced in year to date)	1,458.29	HA 1980, s116
BDO LLP – external audit for 2013/14	240.00	LGA 1972 s111
Total	£2,118.68	

It was resolved to make the above payments, proposed by Paul Sparrowhawk, seconded by Jane West. The cheques were signed by Richard Haines and John Ordish.

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

Richard Haines reported on recent meetings about the issues concerning Newbridge. Members of the Parish Council joined members of Northmoor and Standlake Parish Councils to carry out a two day traffic survey on 28 and 29 July, recording vehicles contravening the weight limit. Approximately 20 vehicles suspected of being over the limit crossed the bridge on these two days; they were photographed and the vehicle details recorded (the photographs are on the Northmoor Parish Council website). The information has been passed on to Oxfordshire County Council, Charles Mathew, and the two District Council representatives.

On 31 July there was a joint meeting of the chairmen of the three parish councils, Charles Mathew, Hilary Fenton, Steve Good and two managers from trading standards (Richard Webb and Richard Wightman). Trading Standards officers are carrying out extra enforcement visits, but can't be on site 24 hours a day; the enforcement technology needs upgrading. The introduction of superfast broadband which is going into the area in September should assist with this. Notes from the meeting will be put in the September folder for circulation amongst councillors.

11. Items for next meeting

- Replacement of remaining posts on war memorial green
- What support the Parish Council could offer to the new sports pavilion – the Clerk will check when the s106 money for the Cote Road development will be received
- Consideration of whether it would be beneficial to turn the bench on the war memorial green round so it faces the war memorial
- WODC local plan consultation
- Potential projects to put forward for funding from Charles Mathew's highways repairs budget

12. Date of next meeting: Thursday 4 September 2014, 7.30pm
 Monthly Parish Council Meeting
 Ben Lings gave his apologies for this meeting

Signeddated.....