

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL
MEETING HELD ON THURSDAY 3rd JANUARY 2019 IN THE
VILLAGE HALL, ASTON AT 7.30 PM**

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

In Attendance: Elaine Anstee – Clerk
Cllr Charles Matthew - OCC
Cllr Hilary Fenton – WODC (Left at 7.55pm)
7 members of public

- 2. Apologies from Members:** An apology was received from G Ball.
- 3. Minutes of the previous meeting** of the Parish Council on 6th December 2018 were agreed as a true record and it was RESOLVED as proposed by Paul Sparrowhawk and seconded by Jane West that the Chairman signs them.
- 4. Parish Councillors - Disclosure of interests on agenda items** – Phil West declared an interest in relation to Planning Application 18/03350/FUL. John Ordish declared an interest in relation to the Aston and Cote Community Trust.
- 5. Meeting Open for Public Representation**
A Mrs Cole (plus1) made representation to the parish council in support of planning application 18/03576/FUL – Greeanres, Back Lane, Aston.
Several members of the public expressed their concerns in relation to planning application 18/03350/FUL, Paradise Farm, Bull Lane, Aston, of which the main concerns were over development, access and increased traffic movement, sewerage, waste water and flooding. There was also significant concern that the planning notification signs were put out in obscure places so that people did not see them and could potentially miss their opportunity to comment. It was stated that people could register online with West Oxfordshire District Council (WODC) for planning notifications. Hilary Fenton (WODC) said she would take this back to the district council.
- 6. WODC/OCC Matters**
Cllr C Matthews (OCC) reminded the meeting that the OCC budget is due in three weeks and that the meeting to finalise the grants he is funding from the Community Funding pot will be in week ending 11th January 2019 from which the Community Trust has been allocated some funding for the new play area.

7. Matters Arising from Previous Meetings

a) *Defibrillator/CPR Training*

The 30th January 2019 has been booked for 7.30pm at the Fellowship Centre for the training session. Posters and website will be used to promote this free event.

b) *Community First Responders/Co-Responders*

The council will look to put an article in the next edition of the Voices Magazine to promote the role of Community First Responder.

c) *Storage of Parish Council minutes and key statutory records*

The signed agreement will be retained on file until its review date in 2021.

d) *Repair/replacement of fencing on culvert at Great Brook bridge*

Letter sent on 8 November 18 by email and no response yet so council requested that the clerk chase.

e) *CCTV notices at the Great Brook bridge*

Letter sent on 8 November 18 by email and no response yet so council requested that the clerk chase.

f) *Dredging of the Great Brook*

Letter sent on 8 November 18 by email and response has been received on 5 Dec 18. J Ordish reported that he had attended a Flood Group Meeting in Bampton on where he was advised that there had been 5 ditches due for dredging in 2018 but only one has been done though this one was not identified. The council requested that the clerk follow up with the environment agency (EA) expressing their concern that the Great Brook had not been dredged/cleared in 2018 despite it being in the programme of works for the EA and request that this is prioritised for 2019.

g) *High Sheriff Awards 2018/19*

The council identified a nominee and will provide supporting statements to the clerk for the nomination.

h) *Resident Request for Replacement Dog Bin in Church Lane*

It was noted that a request was submitted to WODC on 30 June 18 by the parish clerk for the bin to be replaced. The clerk has followed up this request and a new bin has been installed. The resident has been advised.

i) *Resident Enquiry about leaf clearance*

A resident had contacted the council requesting action on the clearance of leaves from the pavement and road in Bull Street. The clerk contacted WODC and asked for the road sweeper to clear the leaves. The meeting was advised that someone had been observed clearing leaves with a blower since the last meeting.

j) *Gigaclear Update*

It was noted that the hedge has been replanted and bund reinstated in December 2018.

k) *Anti-Social Behaviour*

There have been no incidences reported.

8. New Business

a) *Bus Shelter at the end of Foxwood*

This was agreed in principle as it would be a good project within the village with the clerk being requested to do research into how, outline costings and if any of the surrounding parishes have a bus shelter they wish to get rid of with this to remain on the agenda for discussion at the February 2019 meeting.

b) *Survey on an increase in council tax to help protect operational policing*

Anthony Stansfeld, the Police and Crime Commissioner for Thames Valley has launched a survey on an increase in council tax to help protect operational policing. This was discussed and it was noted that it was for the public to respond. It has been published via the website and social media.

c) *Public Consultation on the Oxfordshire Plan Statement of Community Engagement*

This was discussed and it was noted that it was for the public to respond. It has been published via the website and social media.

9. PLANNING

APPLICATION NO: 18/03350/FUL

Alt Reference: PP-07425368

PROPOSAL: Erection of six dwellings with associated access road
Town and Country Planning Act

LOCATION: Land North Paradise Farm, Bull Lane, Aston, Bampton

APPLICANT: Mr and Mrs P West

REGISTERED: 6th December 2018

Having declared an interest, Phil West left the meeting

Response: The council objects to the additional 3 houses to the already approved planning application 17/02666/FUL. The council raised concerns in relation to:

- An increase in traffic in the access road (Bull Lane) - a narrow, no-through road (Policies CO1, OS3 and H2).
- The Parish Council remains continually concerned about the ability of the local sewerage system to cope with any new properties. The local sewerage system regularly fails and has to be pumped out using sewerage vehicles. Thames Water carried out an assessment of the local sewerage system in 2015 which concluded that the local sewerage system is not able to cope with additional properties being connected to it. The cumulative impact of any new properties continues to exacerbate this problem, to the detriment of both the existing and the potential new residents.

5 members of the public left after this item

APPLICATION NO: 18/03520/FUL

PROPOSAL: Erection of a small observatory/bird hide

Town and Country Planning Act

LOCATION: BBOWT at Chimney Meadows

APPLICANT: Mr Jonathan Mantle

REGISTERED: 5th December 2018

No comments or objections.

APPLICATION NO: 18/03576/FUL

PROPOSAL: Erection of dwelling with associated works.

Town and Country Planning Act

LOCATION: Land South Of Elmside, Greenacres Lane, Aston

APPLICANT: Mrs Cole

REGISTERED: 12th December 2018

These applications are in or affecting the Aston Conservation Area

Response: No objection, but the following comments/requests for conditions to be submitted:

- The Parish Council would like there to be a construction traffic management plan in place for the build, to include a prohibition on contractors' vehicles parking on Back Lane ;
- Whilst the application does not require formal consultation with Thames Water on the capacity of the waste water system to cope with the new properties; the Parish Council continues to raise this issue. The local sewerage system regularly fails and has to be pumped out using sewerage vehicles. Thames Water carried out an assessment of the local sewerage system in 2015 which concluded that the local sewerage system is not able to cope with additional properties being connected to it. The cumulative impact of new build properties will continue to exacerbate this problem

Two members of the public left the meeting

Follow up to previous planning applications

Discharge of condition 4 (Drainage) of planning permission 17/03699/HHD Old Dairy Barn Cote Bampton Oxfordshire OX18 2EG Ref. | Validated: Thu 15 Nov 2018 | Status: Under consideration

17/01782/RES Proposed residential development for forty one dwellings, landscaping, public open space and associated infrastructure
Issue: Discharge of waste water condition
Despite continued chasing, the Clerk has still not received any further information from the District Council; however it has been observed that pipes have been laid to carry the waste water into the existing Cote Ditch.

10. Community Trust

John Ordish reported that the Community Trust had successfully attained the final funding for the new play area with thanks to Cllr Matthews (OCC) who has allocated a sum from his Community Funding pot.

P West offered an eight bay cycle rack for the Community Trust to install at the village hall as part of the play area installation which John Ordish accepted on behalf of the Community Trust.

11. Parish Infrastructure

a) *Village maintenance*

To identify any current maintenance work required. Budget for 2018/19: £1,500; committed expenditure to date: £750 (3 x weed sprays). There are no current works outstanding or identified to be done.

b) *Sycamore Tree at Vicarage Close*

Email from the Arboricultural Officer for Cherwell and West Oxford circulated on 16 Oct 2018 advising of the removal of the sycamore at Vicarage Close. The removal of this tree has been discussed before by the parish council in 2012 when it made representation to OCC to keep it. At that time it was not considered dangerous and as it is a conservation area it enhanced the environment. The clerk had written to the residents of Vicarage Close and received three responses all of which were positive about the recommendation to remove the tree. The clerk contact the Arboriculturist for an update on when this work maybe done but has not received a response.

c) *Passing Places – Bull Street to the Great Brook plus*

John Ordish and Jane West originally met with Matthew Timms, a Highways and Drainage Officer from OCC on 23rd August. He left them with a tin of paint to mark-up potential passing places if agreed by the Parish Council. This was agreed at the meeting on 6th September 2018. A map of the locations was sent to Matthew Timms in September and there was response to acknowledgement receipt. It has been observed that the marks have been reinstated by Highways with additional markings so this implies that the work will be done at some point. The clerk was asked to contact Matthew Timms and request an update on when/if these will be done.

d) *Maintenance of drainage ditches in the parish*

As raised at the August meeting. The Parish Council does not have a database of the riparian land owners of the land bordering the ditches in the parish. The previous Clerk had produced a map in 2007 of who owned the land and ditches in the parish which now needs to be reviewed. John Ordish advised that the ditch running from Bull Street to the Jubilee seat had been identified as the Environment Agency (EA). The clerk was requested to write to the local landowner thought to own the land on which the Bull Street ditch is located to confirm ownership. Additionally the clerk is to write to the EA again asking for assurances that the Great Brook will be maintained in 2019.

12. FINANCE

a) *Account Balances* – see Clerk's Briefing Notes - noted

b) *Grant Application – Aston and Cote Primary School*

The school had submitted a grant application for £500 to support the PSHE curriculum which was discussed.

It was RESOLVED as Ben Lings proposed that the grant for £500 be made which was seconded by Jane West with all in approval.

c) *Investment - Main deposit account*

The paperwork to transfer monies to Unity Trust and close the NatWest and Santander accounts is in process and the paperwork for opening an account with the CCLA. The final figure proposed to transfer to the CCLA is £ 48,335 which is composed of £37,246 reserves and 6 months trading £11088.50.

d) *December invoices presented for approval and payment*

		Statute
Clerk's salary E Anstee £322.00, working from home allowance of £10.00	220.62	LGA 1972, s112
Clerk's expenses – 208 sheets x 7p.	14.65	LGA 1972 s111
WODC – Dog Bin emptying – 01/01/19 Invoice 33274734	22.70	Litter Act 1983
Unity Bank Charges – 4 Dec 18	18.00	HA 1980, s116
HMRC - PAYE	190.40	LGA 1972 s111
OALC Training Course – Internal Audit	108.00	LGA 1972 s111
Aston & Cote Community Church– Defib Course – 30 th Jan 2019	20.00	Public Health Act 1936, s234
Aston & Cote Primary School - grant	500.00	LGA 1972 S137
Total	£1094.37	

It was RESOLVED as proposed by John Ordish and seconded by Phil West, with all in agreement, to make the above payments.

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

Nothing to report.

14. Matters arising since publication of agenda

- The council asked that their condolences be recorded for a young resident who died recently.

Matters which Councillors wish to raise for inclusion on next agenda

- Extension to time scale for Aston and Cote Community Trust to request the grant towards the play area because this will now not be started before the original expiry date of the grant, 31 March 2019. The planning permission and funding for the whole project has been achieved.

15. Date of next meeting:

Thursday 7th February 2019, 7.30pm

Monthly meeting of Parish Council

Meeting closed at 8.48pm

Signed.....J Ordish.....Dated.....7 Feb 19.....