

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL  
MEETING HELD ON THURSDAY 3<sup>RD</sup> MARCH 2016 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:**    Helen Sandhu – Clerk  
                                     Hilary Fenton – West Oxfordshire District Councillor  
                                     Steve Good – West Oxfordshire District Councillor

**Members’**

**Apologies:**                Ben Lings

**2. Minutes of previous meeting** – on 4 February 2016 were agreed as a correct record and signed by the Chairman.

Proposed by Jane West, seconded by Jane Everex.

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

John Ordish, as Church Warden and Treasurer of St James’ Church, the request for a donation towards the cost of the grass cutting discussed at agenda item 6a.

**4. County and District Council matters**

Hilary Fenton informed the Parish Council that West Oxfordshire District Council, together with the other Oxfordshire district councils, Cotswold District Council and South Northamptonshire Council are exploring the idea of forming four local unitary councils across the county. A West Oxfordshire-Cotswold Unitary Authority would cover the area currently administered by West Oxfordshire District Council and Cotswold District Council. The Councils are now commissioning independent experts to help produce detailed proposals.

**5. Matters Arising from Previous Meetings**

*a) Future of bus services in Aston and Cote*

Richard Haines said that he has received no information from Stagecoach on a potential commercial solution to continue a bus service. The likelihood of a commercial bus service continuing to run through Aston and Cote when the County Council subsidies are withdrawn in the summer is extremely low.

Bampton GP surgery may be looking at the provision of a volunteer driver scheme to get people to the surgery – John Ordish is involved with the Patient Participation Group at the surgery and will be able to keep the Parish Council informed.

*b) Half yearly review of external Parish Council assets*

John Ordish reported on his review and said that he had not identified any issues which need action. Jane Everex was asked if she could cover the review for Cote on future occasions.

**Matters Arising from Previous Meetings (continued)**

*c) Annual Parish Meeting – 25 May 2016*

It was agreed that this meeting would start at 7.30pm.

Sport Aston and Volunteer Link-Up have accepted the invitation to give a presentation at the meeting. Other presentations will be given by the Parish Council, Charles Mathew as the County Councillor, and either Hilary Fenton or Steve Good as District Councillors.

*d) 90th Birthday of Her Majesty the Queen*

John Ordish reported that the Community Trust has gratefully agreed to the Parish Council's proposal to purchase a commemorative bench to put on the new patio. Richard Haines reported that the Red Lion landlord is intending to apply for a road closure notice for the road between the pub and the war memorial green and is looking to run some family-friendly activities. Richard Haines has informed the landlord that the Parish Council may be able to provide some funding to support this.

The Clerk informed the Parish Council that Tower Mint Ltd has produced a collector medal to commemorate HM Queen Elizabeth II's 90<sup>th</sup> birthday and has sent all local councils a free sample. The medals are available to purchase at £1.99 + VAT + delivery charge of £7.50 net (minimum order volume – 50 units).

It was resolved that the Parish Council would like to purchase medals to be given out to each child at the Primary School and Playgroup. The Clerk was asked to contact both organisations to ask if they would support this proposal and to find out how many children attend each organisation. Arrangements for parish councillors to attend the organisations and distribute the medals would be made subsequently.

*e) Anti-social behaviour*

Concerns about dog fouling have been expressed by residents again. Richard Haines said that the next edition of Voices will cover this issue and that information is also going to be included about the micro-chipping of dogs which will become compulsory from 6 April 2016.

**6. New Business**

*a) To consider a request for a donation towards the maintenance of the churchyard at St James' Church for 2015*

It was resolved to give the requested donation of £630 – proposed by Jane Everex, seconded by Paul Sparrowhawk.

*b) Public concern about parking on The Square outside the pub*

The Contact Form received via the website was read and considered. It was resolved that the Clerk would respond to inform the member of the public the Parish Council has considered the issue of on-street parking around the centre of the village on several occasions historically. However, road safety and the enforcement of parking restrictions are the responsibility of the County and District Councils, and they haven't supported action in the past.

*c) Oxfordshire Together – County Council devolution of services offer*

The County Council's update about the "Oxfordshire Together" offer was noted. The Clerk informed the Parish Council that grip cutting for grips previously cut has been added to the list of possible devolved services (grips being drainage channels within a verge), with a "small grant attached to this service." The Clerk has asked the County Council officer to provide more information on the grip cutting service specifically (and whether there are any grips in our parish which fulfil the criteria) – response awaited.

**New Business (continued)**

d) *DCLG Neighbourhood Planning Event, facilitated by Community First Oxfordshire*

It was resolved that the Parish Council would not send a representative to this meeting.

**7. Community Trust**

John Ordish informed the Parish Council that the Community Trust is still intending to relocate the younger children's play area. The new patio and commemorative bench were discussed earlier in the meeting. A weekly running group and separate weekly cycling group were started last weekend. Sport Aston is planning to set up short mat bowls in the hall and possibly Aunt Sally.

**8. Parish Infrastructure**

a) *Metal chicanes/barriers at footpath ends – Woodbridge Close, Cote Road, Bull Street*

No response has been received from the County Council on the Parish Council proposals for removal/amendments of the chicanes. The Clerk continues to chase.

**9. PLANNING**

**New planning applications**

None

**Planning applications refused**

16/04419/S73 Chimney Farm Barns, Chimney  
Removal of condition 4 of planning permission W2001/0924 to allow unrestricted use of C3 dwellings  
Reasons: Various, as also raised by the PC

16/00190/HHD Old Dairy Barn, Cote  
Erection of two storey rear extension  
Reasons: "The proposed extension would dominate the scale, form and appearance of the converted agricultural barn and as such will appear an incongruous addition, failing to respect or enhance the original character or appearance of the building and would cause a detrimental impact to the visual character and appearance of the area. The proposed extension is also considered to be overbearing to the host dwelling and would demonstrate an uncharacteristic form found within the surrounding area."

15/04512/FUL 8 Foxwood Close, Aston  
New build chalet bungalow to existing brownfield site as infill  
Reasons: "By reason of the combined design, scale and position, the dwelling will appear as an incongruous addition to the site which will appear visually intrusive within the street scene to the detriment of the visual character and appearance of the site and the wider conservation area. By reason of its design and siting in close proximity to the boundary the property shares with 8 Foxwood Close, the proposed development is considered to increase the level of overlooking, to the detriment of the residential amenity of the occupiers."

**10. FINANCE**

a) *Account Balances at 29 February* - noted.

**FINANCE (continued)**

b) *Statement of Internal Control and Annual Review of Effectiveness of Internal Control*  
 In order to assist the Parish Council with their annual review of the effectiveness of the internal control system the Clerk had recirculated the Parish Council's Statement of Internal Control in the Clerk's Briefing Notes.

The Parish Council resolved to readopt this Statement and members confirmed that they are satisfied with the internal control procedures being followed – proposed by Jane West, seconded by John Ordish.

c) *February invoices presented for approval and payment*

		Statute
Clerk's salary and working from home allowance	364.20	LGA 1972, s112
Information Commissioner – annual data protection registration renewal	35.00	LGA 1972 s111
Clerk's expenses – printing – 176 sheets @ 5p	8.80	LGA 1972 s111
Margaret Johnson Ltd – stationery & photocopying	13.82	LGA 1972 s111
West Oxfordshire District Council – emptying of dog bin in March	21.04	Litter Act 1983
St James' Church, Aston – donation towards cost of grass cutting in 2015	630.00	LGA 1972 s214
<b>Total</b>	<b>£1,072.86</b>	

It was resolved to make the above payments – proposed by Jane West, seconded by Phil West.

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