

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL
MEETING HELD ON THURSDAY 7TH APRIL 2016 IN THE
VILLAGE HALL, ASTON AT 7.30 PM**

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

In Attendance: Helen Sandhu – Clerk
Hilary Fenton – West Oxfordshire District Councillor

Members' Apologies: Jane West

2. Minutes of previous meeting – on 3 March 2016 were agreed as a correct record and signed by the Chairman.
Proposed by Paul Sparrowhawk, seconded by Phil West.

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 a flag pole discussed at agenda item 6c.

John Ordish, as a Trustee of Aston & Cote Community Trust, the request for a donation towards the cost of playground maintenance discussed at agenda item 6i.

4. County and District Council matters

Hilary Fenton told the Parish Council that she has been contacted by a local resident about the number of lorries driving through Aston towards the housing development site on New Road, Bampton. Mrs Fenton advised that she has checked the routing agreement and this states that the approved route for the site traffic is through Aston. However, vehicles are only supposed to arrive on site after 9.00am and must leave by 2.00pm. Mrs Fenton stated that if residents become aware that vehicles are breaching this agreement, it would help if a photograph could be taken and sent to Oxfordshire County Council who should follow the issue up with the contractor.

It was agreed that information about this should be put on the parish council website.

5. Matters Arising from Previous Meetings

a) Future of bus services in Aston and Cote

Richard Haines said that he has still not received any information from Stagecoach on any potential commercial solution to continue either the 18 or 19 bus services.

Mr Haines said that he understands that there has been a meeting between Stagecoach and Abingdon and Witney College about the future of the X15 service which runs along the A415. The College may be able to provide some funding to keep this service running.

Matters Arising from Previous Meetings (continued)

b) Annual Parish Meeting – 25 May 2016

It was agreed that Richard Bloomfield of Cote Baptist Church would be invited to give a presentation on the children's and youth work that the church is running.

c) 90th Birthday of Her Majesty the Queen

Aston & Cote Primary School and Aston & Cote Preschool Playgroup have confirmed that they would be delighted to receive commemorative medals for the children on their registers.

It was resolved to order 180 medals. Proposed by John Ordish, seconded by Paul Sparrowhawk.

The Clerk was asked to contact the two organisations to suggest that Parish Council representatives attend to distribute the medals in the main official celebration week (the week ending 12 June).

d) Anti-social behaviour

Richard Haines reported that hypodermic needles have been found near the VE/VJ bench on the playing field.

6. New Business

a) Mobile phone for Clerk for outgoing parish council calls

It was resolved to purchase an economical pay-as-you-go mobile phone for the Clerk to use for outgoing calls (expected cost £25 + call top up). Proposed by Paul Sparrowhawk, seconded by John Ordish.

b) Request from a resident of Old Shifford for the purchase and installation of a dog waste bin near Shifford Church

The Clerk reported that she had received telephone messages from a resident of Old Shifford about the need for a dog waste bin near Shifford Church. The Clerk confirmed that the resident hadn't reported that there is an issue with dog waste, just that there isn't a bin and people do walk their dogs in the location. The request was discussed and it was agreed that the Parish Council would not seek to install a bin at this point in time due to the practical issues (agreeing a suitable location in this undeveloped open location, the risk of the bin being damaged by passing vehicles due to the narrowness of the road, and the difficulties there might be in arranging for the bin to be emptied due to the remoteness of the location). It was agreed that the Parish Council would consider this again if there is evidence of a significant problem with dog waste in the location.

c) Request from a member of St James' Church Aston for a donation towards the cost of a "flag pole and flag to celebrate the Queen's 90th birthday"

John Ordish informed the Parish Council that, in his capacity as one of the Wardens for the Church, he has contacted West Oxfordshire District Council to see if planning permission will be required for the flagpole and has also completed the official Church of England paperwork requesting permission for the flagpole.

It was agreed that the Parish Council would consider a donation request once all the required permissions are in place.

New Business (continued)

d) Letter from Historic Chapels Trust (HCT)

It was agreed that the Parish Council would be prepared to pay the grass cutting grant to the local committee rather than to HCT centrally at the end of the season. Clerk to reply to the Director of HCT.

e) Annual renewal of membership of OALC

It was resolved to renew this membership at a cost of £191.04 net – proposed by John Ordish, seconded by Ben Lings.

f) Annual renewal of membership of Community First Oxfordshire (formerly ORCC)

It was resolved to renew this membership at a cost of £70.00 – proposed by Jane Everex, seconded by Phil West.

g) Renewal of membership of CPRE

It was resolved that the Council, in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, would renew its membership of Campaign to Protect Rural England at a cost of £36 for 2016/17. 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 John Ordish, seconded by Paul Sparrowhawk.

h) LCR magazine subscription renewal

It was resolved to renew this subscription at a cost of £17.00 – proposed by Ben Lings, seconded by Jane Everex.

i) Donation for playground maintenance – request from Aston & Cote Community Trust

It was resolved to give a donation of £630 – proposed by Jane Everex, seconded by Ben Lings.

j) WODC Grounds Work inflationary rise for 2016

It was resolved to accept the District Council's proposed 1% price increase.

k) Councillors' Travelling Allowances Scheme

A report on the renewal of the scheme had been circulated in the Clerk's Briefing Notes.

It was resolved to readopt the scheme – proposed by Ben Lings, seconded by John Ordish.

7. Community Trust

John Ordish informed the Parish Council that work to install the new patio doors and patio will be starting within the next week. It is hoped that the work will be completed by the end of April, before the next Parish Council meeting.

8. Parish Infrastructure

a) Village maintenance

John Ordish informed the Parish Council that he has received complaints from a local resident about the weed growth at the edges of the path on Cote Road. It was agreed that weed spraying in the village will be discussed at the May meeting.

Parish Infrastructure (continued)

- b) *Metal chicanes/barriers at footpath ends – Woodbridge Close, Cote Road, Bull Street*
Richard Haines reported on his meeting with James Wright of Oxfordshire County Council on 24 March. It was agreed that the work proposed by Mr Wright to remove some of the barriers and adapt the remaining ones so that they are compliant with the needs of people in wheelchairs would be a good solution. It was further agreed that Mr Wright's suggestion to install a third barrier (to make a double chicane) at the end of the footpath from Woodbridge Close onto Cote Road should be incorporated in the work. The Clerk will inform Mr Wright of this and ask him to submit a quotation for the Parish Council's consideration.

9. PLANNING

New planning applications

None

Oxfordshire County Council owned land in Aston

Oxfordshire County Council owns several parcels of land in Aston. OCC has now submitted details of four areas of land (three currently accessed off Back Lane and one off North Street) to West Oxfordshire District Council as potential housing development sites, as part of West Oxfordshire District Council's Strategic Housing Land Availability Assessment "call for sites." This will be included in a future public document. The submission of the sites does not necessarily mean that they will become allocated as a Local Plan housing site, but it does increase the possibility that they will be built upon with the Local Plan period.

It was noted that the Parish Council would not support any development which would require access from Back Lane as any increased vehicle movements on this narrow lane would present a road safety hazard. It was agreed that the Clerk should write to both Oxfordshire County Council and West Oxfordshire District Council to inform them that whilst the Parish Council is not commenting on the planning merits of possible development on the areas of land identified, the Council would not support any development that requires access off Back Lane.

10. FINANCE

- a) *Account Balances at 31 March* - noted.
- b) *Unity Trust bank account – change to terms and conditions*
The intention of Unity Trust bank to introduce a monthly £6 service charge from 4 June 2016 was noted. It was agreed that due to the benefits of online banking with dual authorisation the account would be retained. Proposed by John Ordish, seconded by Paul Sparrowhawk.

FINANCE (continued)

c) March invoices presented for approval and payment

		Statute
Clerk's salary and working from home allowance	364.20	LGA 1972, s112
Clerk's expenses – printing – 148 sheets @ 7p	10.36	LGA 1972 s111
A J Mitchell – cleaning of bus shelters on 31 March	27.00	LG(MP)A 1953, s4
West Oxfordshire District Council – emptying of dog bin in April	21.25	Litter Act 1983
NALC (LCR magazine subscription)	17.00	LGA 1972 s111
Community First Oxfordshire (annual membership fee)	70.00	LGA 1972 s137
OALC(annual membership fee)	229.25	LGA 1972 s111
CPRE (annual membership fee)	36.00	LGA 1972 s137
Aston & Cote Community Trust (playground maintenance grant)	630.00	
Des Johnston – 1 cut of playing field	72.00	LG(MP)A 1976, s19
Total	£1,477.06	

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

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

Jane Everex gave a verbal report on a meeting of the local management committee of Cote Chapel. The committee is developing plans to repaint the doors and windows. The Chapel will be open one Sunday a month from 10 April to 11 September.

Signeddated.....