

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL
MEETING HELD ON THURSDAY 7TH MAY 2009 IN THE
MEETING ROOM, VILLAGE HALL, ASTON AT 7.30 PM**

1. **Members Present:** John Little (Chairman)
Bob Jones
Gill Long
John Ordish
Fanny Sedman
Jane West

In Attendance: Helen Sandhu – Clerk
Brenda Smith – West Oxfordshire District Councillor
Hilary Fenton – West Oxfordshire District Councillor
Charles Mathew – Oxfordshire County Councillor
4 members of the public

2. **Members' Apologies:** Roy Williams

3. **Annual Meeting**
 - a) *Election of Chairman*
John Little – proposed by Fanny Sedman and seconded by John Ordish – unanimously carried.

 - b) *Vice Chairman*
Roy Williams – proposed by Bob Jones, seconded by Jane West – unanimously carried.

 - c) *School Governor*
John Little is continuing in his role as Chairman of the School Governors.

 - d) *Transport Representative*
Roy Williams – proposed by John Ordish, seconded by Jane West – unanimously carried.

 - e) *Community Trust Representative*
As John Ordish is continuing in his unrelated role as Community Trust Secretary it was decided not to appoint a separate Community Trust Representative.

4. **Minutes of previous meeting** – 2 April 2009 - previously circulated to all members were agreed as a correct record and signed by the Chairman. Proposed by Bob Jones, seconded by Fanny Sedman.

5. Parish Councillors - Disclosure of interests on agenda items

John Ordish, as Secretary of the Community Trust, the WREN match funding for the village hall (agenda item 8h)

6. Open session for public debate

A resident commented on the pot holes in the roads. She was advised that this would be discussed as an agenda item later in the meeting.

A second resident reported her concerns about the amount of cigarette butts that were being discarded onto Cote Road by a resident there. It was agreed that the Clerk would contact Cottsway Housing about this problem as the resident is believed to be one of their tenants, and that she would also speak to the PCSO.

Rebecca Daniel and Alison Marvier were in attendance to answer questions about the Playgroup's letter requesting a revision to the terms of the Parish Council's previous grant to Playgroup for the new building and payment of further grant funding. Mrs Daniel advised the Parish Council that Playgroup has now been short listed for the County Council's Early Years Capital Grant – being 1 of 14 groups shortlisted. However, even if this grant is awarded and taking into account the funds the Playgroup has already raised and the previous grant from the Parish Council there will still be a financial shortfall.

Bob Jones told the meeting that Phillip Hook, a previous Parish Councillor had recently died. It was decided that the Parish Council would send a letter to Rosemary Hook, his widow.

7. OCC/WODC items

No matters raised.

8. Matters Arising from Previous Meetings

a) Highways Issues

John Little, John Ordish, Jane West and Bob Jones surveyed the main roads in the parish with Paul Wilson of Oxfordshire Highways on 30 April. Mr Wilson agreed that the roads around The Square are a problem and that certain holes in Bull Street and North Street need to be filled. He will put a case forward for work on the road near the cottages in Chimney. He will also try to arrange for something to be done about the hole by the culvert in Cote. He did not feel that he could arrange for work to be done on the Cote Mile as the traffic usage on the road would not justify the cost involved. Mr Wilson was asked why the road to Shifford was resurfaced when it is not used very much. He said that the road had been assessed as being beyond repair and this triggers a resurfacing. The approach to making decisions about road repairs/resurfacing has now been changed so that more consideration is given to road usage when prioritising roads for repair.

The white-lining on the junctions of Cote Road with Bull Street and North Street has now been redone – the centre lines will be repainted at a later date.

Matters Arising from Previous Meetings (continued)

b) Speed checks

Despite messages being left, no response from Thames Valley Police about whether the promised check took place/when it will take place. The Clerk was asked to write to the Area Superintendent about this matter.

c) Road Names for new developments

John Ordish reported on the discussions of the History Group committee. As the name of a road will depend on where it is located the History Group believes that it is more appropriate to wait for a road to be built before suggesting a name for it. If the land around Thistle Cottage on Ham Lane is developed the History Group would suggest naming it Wheelwright Close. Clerk to inform West Oxfordshire District Council of this decision.

d) Evening bus services

Roy Williams raised this at the PTR meeting on 15 April. Given the new facilities being developed at Marriotts Close, WODC is looking into the possible provision of funding for extra bus services. This will be discussed further at the next PTR meeting. The Bampton Parish Council PTR is looking into the idea of both Bampton and Aston carrying out similar surveys to gauge public interest in evening bus services.

e) New dog bin for Cote

This was installed during the week ending 1 May.

f) Oxfordshire Highways' proposed introduction of a 7.5 tonne environmental weight limit on the Bampton to Buckland Road

Despite chasing still no response to Parish Council's letter requesting that the same weight limit be applied to B4449 between Brighthampton and Bampton. The Clerk has however been told that no decision has yet been made about the proposed weight limit for the Bampton to Buckland Road. It was noted that the signs previously advising of the weight limit for Tadpole Bridge have been removed.

Gill Long provided the Clerk with some information about the large trucks that are going through Aston in the early hours of the morning – Clerk to contact RAF Brize Norton to see if they are going there.

g) Annual parish litter blitz

Bob Jones advised the meeting that the litter blitz went well, with all the planned areas (the major thoroughfares) covered. He expressed his thanks to Fanny Sedman, Nick Hoskins, John Ordish and John Little for volunteering their time.

It was decided to consider carrying out the litter blitz earlier in April in 2010, before the grass has grown.

h) WREN Match funding for Village Hall refurbishments

The match funding request from WREN had now been received - £3,960. The Parish Council was previously advised by the Community Trust that the amount payable would be £3,672. The amount in the 2009/10 budget is £3,680.

It was decided to pay the match funding requested of £3,960 – excess over budget to be spent from the contingency budget. Proposed by Bob Jones, seconded by Gill Long.

Matters Arising from Previous Meetings (continued)

i) Cote Chapel

Fanny Sedman reported on recent developments at the Chapel – the sign has been repainted in advance of an event planned by Historic Chapels Trust. Mrs Sedman had commented to Trust representatives that it seemed strange that they could bring visitors to the Chapel but that they have refused to open the Chapel for funerals due to the lack of appropriate insurances. John Ordish advised that he and Andrew Long are continuing to follow up local concerns about the Chapel with David Cameron.

j) Anti Social Behaviour

Nothing noted.

9. Correspondence sent

Listed in the Clerk's Briefing Notes previously circulated to all Councillors.

10. New Business

a) Annual Parish Meeting

Due to take place on Tuesday 12 May.

Presentations expected from:

- Keith Hutchence/Geoff Bell - Environment Agency
- Squadron Leader Des Derrick - RAF Brize Norton
- Marjorie Ottley, Head Teacher - Aston & Cote Primary School
- Richard Haines, Editor - Voices
- Andrew Walton - Aston Fete Committee
- Vicky Hickman - Aston & Cote Playgroup
- Sylvia Brown - Wednesday Club

The Village Hall will be open from 6.00pm for people to view the display provided by the Environment Agency.

The meeting will start at 7.30pm with refreshments, the formal business to start at 8.00pm.

John Ordish agreed to bring an OHP screen which had been requested by Squadron Leader Derrick.

b) Insurance renewal for 2009

A report relating to the detail of the insurance renewal for 2009 was circulated with the Clerk's Briefing Notes. The insurance premium for 2009 has increased by £66.80 (8.4%) with £20.60 of the increase relating to the previous increase in the fidelity guarantee level. The Clerk advised the Parish Council that the fidelity guarantee could now be reduced from its current level of £37,000 to £31,000 which should reduce the premium. It was decided to renew the insurance as invited, but with a reduction in the fidelity guarantee to £31,000 – proposed by John Ordish, seconded by Fanny Sedman.

New Business (continued)

c) *Membership of Oxfordshire Rural Community Council (ORCC)*

It was resolved that the Council, in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, would renew the Council's membership of ORCC at a cost of £20.00. 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 Fanny Sedman, seconded by Gill Long.

d) *Grant to Voices*

It was resolved that the Council, in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, would give a grant of £750 to Voices. 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 Bob Jones, seconded by John Ordish.

e) *Aston & Cote Playgroup*

A letter received from Aston & Cote Playgroup had been circulated in the Clerk's Briefing Notes. Rebecca Daniel and Alison Marvier were in attendance to represent the Playgroup. It was decided that the Parish Council would not pay a further grant at this point in time, but would consider paying the further grant of £3,300 as previously promised when work on the building starts. The Playgroup would be paid a total grant of £10,000 altogether (including £3,858 already given). The deadline set on the grant already paid (December 2009 at which point return of the grant may be requested if work has not started on the building) was changed to Summer 2010 as requested.

f) *Parish Council Asset Review*

John Ordish had completed the review of the Parish Council's external assets. Following his recommendation it was decided to ask the Odd Job Man to paint the bench on Aston Square and to varnish the bench on the corner of Southlands/Bull Street.

11. Community Trust

A copy of the Minutes from the recent meeting were put in the Folder for circulation.

John Ordish provided an update on Community Trust matters:

Aston has been awarded a grant of £45,000 to develop a new play area for the older children – a separate committee has been formed to carry this project forward.

Work on refurbishing the kitchen should start on 20 July and the hall will be closed from then until the end of August (the meeting room will still be useable).

The new posts round the rear car park should be installed during May.

A comment from a local resident on the use of the field for the recent Caravan Club meeting had been received on the Aston website. Roy Williams had already passed this to John Ordish. Mr Ordish confirmed that this would be considered at the next meeting of the Community Trust.

Bob Jones advised the meeting that he has sent WODC a schedule of proposed grass cuts of the field for 2009.

12. Parish Infrastructure

- a) July 2007 Flood follow-up/Great Brook
John Little and John Ordish will be attending the Bampton Flood Committee meeting on 28 May. John Little said that he would be taking the photographs of the fallen trees in the Brook taken by the Clerk to show to the meeting.

13. PLANNING

PLANNING APPLICATIONS GRANTED:

09/0341 51 Cote Road, Aston
Erection of single storey rear extension

NEW PLANNING APPLICATIONS:

09/0431 Merton Cottage, Bampton Road, Aston
No comments.

14. FINANCE

- a) Account Balances – circulated in the Clerk’s Briefing Notes
- | | |
|--|-------------------|
| Balance on Current Account at 30 April 2009 | £9,286.85 |
| Balance on Deposit Account at 30 April 2009 | £NIL |
| Balance on Investment with WODC at 30 April 2009 | £20,900.00 |
| Total Cash Holding at 30 April 2009 | <u>£30,186.85</u> |
- b) Bank Reconciliation to 31 March 2009 circulated in the Clerk’s Briefing Notes – contents noted.
- c) APRIL INVOICES
- | | | |
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| Office Rent for May 2009– already paid by Direct Debit | 25.00 | LGA 1972, s111 |
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PRESENTED FOR APPROVAL AND PAYMENT AT 7 MAY 2009 MEETING

		Statute
Clerk’s salary - H Sandhu	294.00	LGA 1972, s112
Margaret Johnson - stationery	43.73	LGA 1972, s111
Lynick Gardens – village grass cutting (2 cuts – 2 to date)	809.04	HA 1980, s116 & WMA 1923, s1
WODC – dog bin emptying for April 2009***	15.82	Litter Act 1983
WODC – 1 playing field grass cut (1 to date)	55.78	LG(MP)A 1976, s19
OALC – annual subscription 2009/10	226.09	LGA 1972, s143
Ampm Technical services – date sticker for banner	10.35	LGA 1972, s111
A Mitchell – bus shelter cleaning in April	30.00	LG(MP)A 1953, s4
Allianz Insurance – premium for 2009/10	862.20	LGA 1972, s111
ORCC Subscription	20.00	LGA 1972, s137
WREN – match funding for village hall refurbishments	3,960.00	LGA 1972, s133 & LG(MP)A 1976, s19
Voices Grant	750.00	LGA 1972, s137
Total	£7,077.01	

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

The cheques were signed by John Little and Bob Jones.

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

None

15. FOLDER – Jane West

16. Date of next meetings:

TUESDAY 12 MAY 2009 – Annual Parish Meeting

THURSDAY 4 JUNE 2009 – Monthly Parish Council Meeting

Signeddated.....