MINUTES OF THE MEETING OF ASTON TIRROLD AND ASTON UPTHORPE PARISH COUNCIL HELD ON WEDNESDAY 18th NOVEMBER 2026

26-27/049 Apologies for absence

Tom Mooney (TM), Johnny Hope-Smith OCC (JHS),

26-27/050 Present

Jane Imbush Chair (JI), Simon Young Vice-Chair (SY), Mary Severin (MS), Peter Butcher (PB), Jane Knight (JBK), Neil Carter (NC), Joanna Hart (JH), Sarah Munro (SM), Anne-Marie Simpson SODC (AMS), Crispin Topping SODC (CT),

Members of the public - 0

26-27/051 Declaration of any relevant interests

Cllr Severin and Cllr Carter declared a personal and prejudicial interest in the Stockwells Cottage planning application and therefor will have no participation in the discussion.

26-27/052 Minutes

Minutes from the meeting held on 21st October 2026 were agreed by all and signed by the Chair.

26-27/053 Public questions, comments, or representations

None.

26-27/054 SODC and OCC Reports to the Parish Council

SODC: Report received
OCC: Report received

See link for SODC report
See link for OCC report

26-27/055 Planning

To consider the following planning permissions:

a) **P26/S4700/HH** – For development work at the following location: Stockwells Cottage Thorpe Street Aston Upthorpe OX11 9EG

The application is for: Garden wall, patent glazing and road boundary estate fencing.

The Parish Council noted the comments received from the Heritage Officer and raised concerns regarding the proposed front railings. It was considered that the railings would be positioned very close to the road and would alter the appearance of the property within the streetscene.

Members also expressed concern that the proposed skylight appears excessively large and would be clearly visible from the road, potentially having an adverse visual impact on the character of the area.

Further concerns were raised regarding the loss of amenity space and the potential overlooking and loss of privacy for neighbouring properties. Councillors suggested that, should the skylight be approved, obscure glazing should be incorporated to minimise direct views towards neighbouring dwellings and help protect residential amenity.

26-27/056 ARC

a) Approve Minute's from November's meeting. **Approved**
b) PC to approve using First Class Tree Surgeons to continue the tree works at the recreation ground: £1,400 (plus VAT) to dead wood trees on Chalk Hill side, reduce size of sycamore overhanging garage and remove limb of tree overhanging house at Downs End of Rec. **Approved**
c) PC to consider ARC's suggestion about putting a kissing gate at the Downs End of the Rec for easier pedestrian access to the rec for people coming down Chalk Hill. **The PC agreed to obtain some quotes and then will re discuss at a later meeting.**
d) ARC is considering upgrading the hard surface used for basketball at the rec. It has been challenging to get quotes, but one has been provided for £9,000 excluding VAT. Would the PC consider applying to the SODC Councilor funds for this? **The PC discussed giving ARC a grant towards the cost using CIL funds and also, it was agreed that the clerk will apply to SODC for a grant.**
e) PC to approve Councillors Hart & Munro to pay Bonfire related invoices. Total currently is £2,854.01 with further invoices expected. **The PC Approved the below payments.**

Imbush	Bonfire night - Ground mats	156.48
Diamond	Bonfire night - kids	125.87
Pallett	Bonfire night - Bar	1,501.25
Golding	Bonfire night - Fireworks	3,547.59
Purplebistros	Bonfire night - Burgers	490.00
Holburn	Bonfire night - Food	1,214.41
Wittl	Bonfire night - Kids	192.59

26-27/057 Finance

a) Payments below approved

Simplicity Payroll Service	£26.40
Clerk Salary	£326.00
HMRC PAYE Liability	£4.40
SODC – dog bin emptying invoice	£312.52
Annual Website Fee & Monthly Banking Fee	£395.25 & £63.75
Waterstones receipt for vouchers purchased for speeding drawing competition. (Reimburse Cllr Knight)	£40.00
Printinco Invoice (Speeding posters printed for village display)	£57.60

b) Approve October's Financial Statement- **Approved**

26-27/058 CLP Groups

a) **Roads and traffic** – Progress with OCC road safety matters continues to be positive. The annual salt delivery has been received and is in place ready for the winter season. Speed awareness posters have been professionally printed and are ready to be displayed throughout the parish.
The drain at the top of Chalk Hill is blocked. The Chair has contacted OCC and formally reported the issue for investigation and remedial action. The Council will investigate the costs of obtaining either stone or Type 1 aggregate to fill the large pothole on the eastern verge and improve the condition of this unofficial passing place. OCC have informed the PC they will not be carrying out any repairs to Chalk Hill before 2028.
b) **Housing and Development** – Nothing to report.
c) **Environment group –** The Council noted an interactive map received from OCC indicating that Great Crested Newts are likely to be present within the area.

26-27/059 Discuss/Approve the following Grant Applications:

a) History group £400.00 & £190.00 - **Approved**
b) Village Hall Post Office £500.00 - **Approved**
c) Burial Ground £3095.00 - **Approved**
d) Church Choir £100.00 - **Approved**
e) Toddler group £330.00 - **Approved**

26-27/060 To approve the adoption of the following polices as per the Internal Auditors recommendations: IT.

The Council noted that the website does not currently meet accessibility requirements. In particular, the zoom function was found not to be working correctly, and improvements are required to ensure the website is fully mobile-friendly and accessible across different devices. Cllr Carter will liaise with Cllr Mooney so this can be rectified.

26-27/061 To Discuss progress with the Internal Auditors Recommendations.

The PC are continuing to work through the recommendations from the internal auditor. This year's report will follow the same steps as last year and a plan will be put forward in the coming months and has made considerable progress with relationship between ARC and the PC. Formal terms of reference for the changes to ARC will be needed and it was agreed we would consult OALC once a draft had been prepared. The Chair of the PC will discuss with the clerk any additional responsibilities that may result with relation to finance arrangements and compliance and report back to the next meeting.

26-27/062 Items for next agenda

Date of the next meeting is at 7:30 pm on Wednesday 9th December 2026 which will be held in the Village Hall.

Cllr Hart sends apologies for December's meeting.

The meeting closed at: 20:30

26-27/063 Review Monthly Calendar tasks

Following meetings will be on the third Wednesday of the month except for December when it will be the second Wednesday due to the closeness to Christmas:

Wednesday 20th January 2027
Wednesday 17th February 2027
Wednesday 17th March 2027
Wednesday 21st April 2027
Wednesday 19th May 2027
Wednesday 16th June 2027
Wednesday 21st July 2027
Wednesday 15th September 2027
Wednesday 20th October 2027
Wednesday 17th November 2027
Wednesday 8th December 2027