

**MINUTES OF THE MEETING OF ASTON TIRROLD AND ASTON UPTHORPE PARISH
COUNCIL,
HELD ON MONDAY 19th SEPTEMBER 2016 IN THE VILLAGE HALL**

12/46 Apologies for absence

Jane Murphy (SODC)

12/47 Present

Joanna Hart (JH) Chair, Susanna Brunskill (SB), Justin Keeble (JK), Anna Dillon (AD),
Tim Vallings (TV), Jane Knight (JBK), Steve Falle (SF) and Simon Young (SY)

Clerk: Denes Marffy (DM)

Public: Ted Betts, Naomi Simmonds (NS), Andy Toyne (APT) Gerald Threadgold, Juliana
Phelps, Mr & Mrs Tegg

12/48 Declaration of any relevant interests

(JK) re 2 Chalk Hill

12/49 Minutes of the 18th July 2016 meeting

Agreed by all and signed off by the Chair (JH)

12/50 Public Questions, Comments

It was agreed to discuss at the next meeting a memorial to Alison Holtz de Baar, a long standing member of the Garden Club

12/51 SODC and OCC Reports to Parish Council

SODC report highlighted that : SODC have updated their guidance on recycling and will no longer take green bins containing black bags; 'yellow letters' are important to confirm your registration for voting and that villagers should action.

12/52 Planning

- i. **P16/S2702/HH** 3 The Croft Aston Tirrold, 2 storey side extension and first floor rear extension on top of existing single storey extension. Approved. Sensitive, aesthetically good.

- ii. **P16/S3038/LB** Popes Farm Fullers Road Aston Tirrold OX11 9EN Proposed conversion of outbuilding, raising of existing roof with loading door style dormers and new pitched roof over single storey wing. No Strong Views. Sympathetic, subject to conservation approval

12/53 Finance

- i. The financial statement for June-August approved.
- ii. The PC approved the payments as below:

Emma Anderson leave pay due	£66.40
Claire Picken stand in clerk fees	£62.50
Rustic Management	£455.00
Denes Marffy clerk fees	£633.24
DJA Consultancy	£900.00

12/54 Digitisation of documents: data storage and retention policy

DM reported that at present data was stored on Dropbox. It was agreed that the secondary back up storage would be the ongoing archived digitisation

12/55 Recreation Ground / ARC

The September ARC minutes were accepted.

It was agreed to allow access to the back of 2 Chalk Hill via the Recreation Ground for building works subject to:

- * the area being returned to its original state as per agreed photos
- * gate to be locked at all times except during deliveries
- * area to be fenced off during deliveries to ensure children cannot access the area

12/56 Roads and Footpaths (JK)

The PC agreed that footpath No 8 (near South Moreton, but part of Aston Tirrold Parish) should be included in the PC's regular maintenance program.

Could all householders please make sure that any hedges that overhang roads and footpaths are maintained, to ensure that road widths are maintained and where applicable to ensure that vehicles have a clear sight of the road ahead.

12/57 Bus Service – SY reported that the Friday bus service is in operation the cost is £1.75 each way. Tickets can be purchased at the Sweet Olive once you are registered. Mon/Fri – during term time school services is also running.

12/58 Community-Led Plan – SY recommended the draft document prepared by Steve White. It was suggested that Councilors should review the document and send feedback to SY and SB and a special meeting would be called if required.

Feedback from Traffic Consultant highlighted that traffic Calming would cost between £10 000 - £12 000 in fees plus either option 1 £25 000 or option 2 £45 000. APT highlighted the need to socialise CLP findings with what the village can afford to implement and that staggered implementation, taking into account a majority view, would be advisable.

It was agreed that pressure should be kept up on the OCC to help fund the project, and the village as a whole should be made aware that not all proposals can be met.

SY suggested getting more quotes for transparency.

12/59 Risk Register – It was decided to find out exactly what areas the PC are responsible for e.g war memorial, footpaths, recreation ground and then put together a concise risk assessment .

12/60 Insurance. Need for risk assessments. Carried over to next meeting

12/61 Defibrillator These are community owned and managed by the PC - they can be used by anyone in an emergency only.

12/62 CAGE contribution to be considered as part of the annual grants process.

12/63 Emergency Planning (JK) – Expected to be final review and approval at the next meeting

12/64 To discuss site visit policy. Carried over to next meeting

12/65 Parish Council Grants Application Notice to be put in the October Village News for applications for a parish grant.

12/66 Items for the Next Agenda
Approve final draft Emergency Plan

The next meeting will be on Monday 21st November 2016 in the Village Hall at 8.0pm.
Meeting closed at 10.00pm.

SIGNED FOR ASTON TIRROLD AND ASTON UPTHORPE PARISH COUNCIL

NAME.....

DATE.....