

**MINUTES OF THE MEETING OF ASTON TIRROLD AND ASTON UPTHORPE PARISH
COUNCIL
HELD ON MONDAY 16th OCTOBER 2017 IN THE VILLAGE HALL**

12/79 Apologies for absence

Justin Keeble (JK), Tim Vallings (TV), Andy McLellan (AM),

12/80 Present

Joanna Hart (JH) - Chair, Jane Knight (JBK), Nigel Hawkey (NH), Susanna Brunskill (SB),
Simon Young (SY),

Parish Clerk: Denes Marffy (DM)

Public: None

12/81 Declaration of any relevant interests

None

12/82 Minutes of the 18th September 2017 meeting

Minutes of previous meeting were agreed by all and signed off by the Chair (JH).

12/83 Public Questions, Comments

None

12/84 SODC and OCC Reports to Parish Council

Nothing to report.

12/85 Planning

No planning applications

The PC feels that there is a lot of construction traffic through the village and would encourage householders to consider the impact of their construction traffic on the rest of the village and will reiterate this on future planning applications.

12/86 ARC

PC approved the October minutes.

12/87 Finance

- i. The PC approved the payments as below:
- ii. Review bank signatories. Following discussion of the bank signatories, JH will print out the forms to update the bank signatories, taking off Anna Dillon, Steve Falle, Bronwen Pearmund, Andy Toyne and adding Nigel Hawkey. That will mean existing signatories are: SB, SY, JH, TV and NH (all except SB will also have electronic access to the account).
- iii. To discuss the budgeting process for next year. Draft budget reviewed and will be studied further by Councillors. DM to contact the Village Hall Committee for their grant application.
- iv. Approve and accept BDO Annual Return. Approved. The PC would like to thank the internal auditor Steve Morant for all his hard work and the Clerk for preparing the accounts.

Denes Marffy clerk fees	£162.00
Susanna Brunskill (Councillor expenses)	£45.00

BDO (Review of Annual Return)	£288.00
Village Hall (Village Hall hire)	£36.00

12/88 Approve August/September Financial Statement. Approved.

12/89 Roads and Footpaths.

- i. War Memorial footpath
Discuss at next meeting.
- ii. Update on Baker Street footpath barriers
Discuss at next meeting.
- iii. Verges on The Croft
In response to a question of maintenance of trees on verges, the PC noted that those looking to do tree work on adjoining verges should contact OCC Highways before proceeding
- iv. To discuss replacing Roads and Footpath Coordinator. Discuss at next meeting.

12/90 Reports from CLP working groups

- i. Update from the Housing and Development project team:
SB reported that John Short will give an update about the SODC local plan at the next meeting. Team are reviewing the Conservation Area documentation and have a working draft that the PC reviewed. The PC approved Anna Dillon to access the OS public sector mapping on behalf of the PC, for village related matters. The PC was supportive of the Conservation Area documentation.
- ii. Update from Roads, Traffic & Public Transport project team:
CLP working group is due to meet Anthony Kirkwood on behalf of the PC on 25th October.

12/91 Defibrillator checking process update. The PC would like to thank Emily Richards for taking over the checking of the defibrillator at the Recreation Ground. JH to discuss a process with Emily Richards to inform the PC that checks are being carried out.

12/92 Guidelines for advertising in the villages. A draft policy proposal was discussed. The PC agreed that the Parish Clerk may remove any signs deemed inappropriate. Final draft to be approved at the next meeting.

12/93 To approve updated Information Guide. Approved and can now be put on the website.

12/94 To review Grant criteria. Reviewed and approved and available on website at <https://www.theastons.net/local-councils/parish-council/parish-council-policies>

12/95 Smartwater signage. The PC approved the purchase of 4 Smartwater signs one for each road entry to the villages (Moreton, Hagbourne, Spring and Chalk Hill). The cost is approximately £180.00 for the signs.

12/96 Noticeboard keys. DM reported that the latches have been fitted and the notice boards are now

unlocked, the Clerk retains the right to remove any signs.

12/97 Review advice for planning. Approve updated version at the next meeting.

12/98 To discuss replacement PC representative on Village Hall Management Committee. Discuss at the next meeting.

12/99 Items for the Next Agenda

- Approve Parish Clerk to have delegate access to the bank account.
- Housing and Development.

The next meeting will be on Monday 20th November 2017 in the Village Hall at 8.0pm.
Meeting closed at 9.31 pm.

SIGNED FOR ASTON TIRROLD AND ASTON UPTHORPE PARISH COUNCIL

NAME.....

DATE.....