

**MINUTES OF THE MEETING OF ASTON TIRROLD AND ASTON UPTHORPE PARISH
COUNCIL
HELD ON MONDAY 23rd APRIL 2018 IN THE VILLAGE HALL**

12/214 Apologies for absence

Jane Murphy (SODC)

12/215 Present

Joanna Hart (JH) - Chair, Jane Knight (JBK), Nigel Hawkey (NH), Simon Young (SY), Susanna Brunskill (SB), Andy McLellan (AM), Justin Keeble (JK)

Parish Clerk: Denes Marffy (DM)

Public: 13 Members

12/216 Declaration of any relevant interests . Jane Knight (JBK) (Frimley House)- left during discussion.

12/217 Minutes of the 19th March 2018 meeting

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

12/218 Public Questions, Comments

Rectory Lane Bench. The PC accepted that wider consultation should have taken place before accepting the bench, particularly regarding its siting.. It was decided that a Policy Guideline needs to be drawn up for any future donations made to the PC. It was decided that:

- PC Councillor Jane Knight (JBK) will consult with OCC, Highways and Conservation as to whether or not they have any objection to the siting of the bench.
- A Risk Assessment will be made.
- The bench will be on the agenda for the next 3 meetings, to ensure all views are heard, with the aim to resolve the matter by the September meeting.
- If it is decided to relocate the bench the PC will after wider consultation vote on the new location.

A question was asked as to whether or not the proposed 20 mph speed limit would extend to the outlying houses on the Moreton Road. SY will raise the issue with the appropriate authorities.

12/219 SODC and OCC Reports to Parish Council

No reports.

The PC urged the public to put forward any ideas to make use of the £2000 matched funding on offer from our OCC Councillor.

12/220 Planning

To decide on the following planning application:

P18/S0774/HH Proposed erection of 1.5 storey rear extension with basement, along with internal alterations. Frimley House Frimley Yard Aston Upthorpe OX11 9FJ

Recommend; **No Strong Views**

Comment: **The Parish Council are concerned about**

- **Impact of traffic associated with earthworks**
- **Impact of basement on water table.**
- **Concern about the use of ridge lights in a Conservation Area.**

P18/S0970/HH Proposed single-storey rear extension and front porch. Chalkwell House Frimley
Yard Aston Upthorpe OX11 9FJ

Recommend: **Approval**

Comment: **Acceptable design.**

PLANNING COMMITTEE RESOLVED: to defer planning permission for application **P17/S3714/FUL** (to demolish the existing structures and erect three dwellings and associated development, including parking areas and turning space at Upthorpe Farm, Moreton Road, Aston Tirrold.) to allow for further discussions with the applicant concerning vacant building credit.

12/221 ARC

- i. To approve April ARC Minutes. **Approved**
- ii. Approve proposed costs for Astonbury. **Approved.** The PC suggested that it should be widely advertised that 20% of profits go to charity. It was also agreed that ARC should take out insurance for the potential cancelation cost of £5000.

12/222 Finance

- i. Approve payments below. **Approved**
- ii. Note that a Tax Reimbursement of £2830.56 has been received.

Clerk fees (£54.00 to HMRC)	£216.00
SODC (Dog bin emptying)	£12.56
DVTG (2018/2019 contribution)	£300.00
Village Hall (3 meetings)	£58.50
Grant: Aston Website (Hosting)	£150.00
Grant: Aston Website (Additional functionality)	£250.00
Grant: Parochial Parish Council	£2200.00
Grant: Village Hall	£3200.00
Grant: Village Post Office	£500.00
ARC, VAT reclaim	£2575.65

- iii. Approve March Financial Statement . **Approved**
- iv. Discuss Year End Accounts. (Internal audit and new process with New Accountant) DM to circulate draft copies of the year end accounts to Councillors for the next meeting.

12/223 Roads and Footpaths.

- i. Verge damage and parking. Discuss at next meeting.

12/224 Reports from CLP working groups

- i. Roads and Traffic group update. DM to email Mark Francis to proceed with the Queues Likely sign.
- ii. Housing & Development and Environment Group. DM to contact Richard Bentley at Enterprise Inns :
 - Ask that the PC be updated on the Pub progress.
 - To note the PC concerns about the defibrillator attached to the Pub. It looks operational but is not. It should have a sign on it showing that it is non operational. To ask if the PC can organise the relocation of the defibrillator.

- To highlight that the wall on Baker Street needs urgent attention.

12/225 New Parish Councillors. The PC discussed the co-option of Jane Imbush, Nicole West and David Brimacombe as Parish Councillors for the May PC meeting.

12/226 General Data Protection Regulations. There was a discussion on how long emails should be retained for as some are useful for future reference. Councillors should send Bruno Brunskill specific examples for him to investigate with ICO. Approve GDPR policy at the AGM.

12/227 Discuss process for reviewing where risk assessments should be in place and completing them. Discuss at the next meeting.

12/228 Planning Advice document. Following feedback sent to AM, this remains under review, Councillors should send any further amendments to AM. Approve at the next meeting.

12/229 Dogbin siting. A letter was received from the Environment Group asking that consideration be given to installing a new dual purpose litter bin on the Moreton Road. DM to contact OCC and SODC to ask:

- i. If they can supply labels to show that bins are dual purpose.
- ii. Who empties the present dogbins.
- iii. For an application form for re-siting existing bins or applying for new ones.

12/230 DVTG. SY reported that they are just covering costs with fares and donations. The main users are from Blewbury and the Astons. Tickets are now sold at the Astons Post Office. The PC was supportive of the bus service and approved £300 towards the running costs.

12/231 Review monthly tasks calendar.

DM to ask Emily Richards for a report on the Recreation Ground defibrillator.

12/232 Preparations for AGM: Policy review, Full year accounts, internal audit, positions for next year (Chair, Vice Chair, 2 Councillors on ARC) Note updated Standing Orders

12/233 Susanna Brunskill announced that she was standing down as a Parish Councillor. The PC thanked her for her many years of hard work on the Council.

12/234 Items for the Next Agenda

To discuss motorbike use of footpaths.

Meeting closed at 10.12 pm.

The next meeting and AGM will be on Monday 21st May 2018 in the Village Hall at 8.00pm.

SIGNED FOR ASTON TIRROLD AND ASTON UPTHORPE PARISH COUNCIL

NAME.....

DATE.....

Month	Health & Safety	Process	Social
January	Defibrillator check	Send Precept application	
February			
March		Ensure payments up to date Final VAT return before mid-March	Spring Work Day
April	Defibrillator check	Prepare FY accounts	
May		Internal Audit	
June		AGM	Astonbury
July	Defibrillator check		
August			
September		Prepare budget for next year	Autumn Work Day
October	Defibrillator check	Present budget to PC	Safari Supper
November			Bonfire Night
December			