

**MINUTES OF THE MEETING OF ASTON TIRROLD AND ASTON UPTHORPE PARISH
COUNCIL
HELD ON MONDAY 17th SEPTEMBER 2018 IN THE VILLAGE HALL**

12/75 Apologies for absence

Nigel Hawkey (NH),

12/76 Present

Joanna Hart (JH), - Chair, Simon Young (SY) , Nicole West (NW), Jane Imbush (JI), Justin Keeble (JK), Jane Knight (JBK), David Brimacombe (DB),

Parish Clerk: Denes Marffy (DM)

Simon Clarke (OCC)

Public: 3 Members

12/77 Declaration of any relevant interests . None

12/78 Minutes of the 16th July 2018 and the Extraordinary General Meeting on the 22nd August 2018

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

12/79 Public Questions, Comments

Request to replace 'except for access' sign on Hagbourne Road. The PC will log this onto <https://www.fixmystreet.com/>. DM to contact sender and suggest they do likewise.

Email from resident concerned about the Steventon Reservoir. DM to contact sender requesting more information, as the PC are not aware of any involvement.

Email from a resident concerned about broken barriers near the Recreation ground and at the end of the footpath on Baker Street, see 12/85.

12/80 SODC and OCC Reports to Parish Council

To receive reports from SODC and OCC and ask any questions these raise, for information only. Simon Clarke (OCC) reported that the work on the Expressway Corridor appeared to mainly affect the area between Abingdon and South Oxford. Villages to the south of Didcot should not be affected. He thought that it would result in more pressure for housing, but that there should be massive economic gain as a result of the Expressway.

Discuss if any village projects that would benefit from £2k matched funding from OCC Councillor fund. The PC felt that Aston on line, the village bus (DVTG) and the Playground (new swings) should apply. SC thought that these would be eligible. Applications to be put on the next agenda.

12/81 Planning

To decide on the following planning application:

P18/S2589/HH Internal changes with single storey extension inside existing porch, does not increase footprint.(as amended by drawing no. 1010B to correct elevation naming issues.) Cedarcott Fullers Road Aston Tirrold OX11 9EN. **Fully Supports this application for the following reasons: Minimal impact.**

12/82 Lower Ham building (formally Upthorpe Farm): appoint external consultant to advise PC; discuss any new information available (if any). Five external consultants were approached. There were positive responses from two, the others having conflicting interests. Bluestone were

selected as they had previous experience in this area.

12/83 ARC

- i. To approve September ARC Minutes. **Approved**
- ii. ARC requests permission to give donations of £200 to Earthtrust and £200 to Clear Skies from the profits of Astonbury. **Approved.** The PC gave a vote of thanks to ARC and supporters of Astonbury for a great village event.
- iii. ARC confirms that it will be running Bonfire night again on 3rd November and requests permission to spend up to £2,200 on fireworks (exc VAT). **Approved, it is the same as last year.** There was concern expressed about parking during the event.

12/84 Finance

- i. Approve payments below. **Approved**
 - a). Moore Stephens. This was the first year of the new auditor and ARC and its separate bank account caused some confusion. Audit: £200.00
Extra work £203.00AR
Net £403.00
VAT £80.60
Total £483.60
 - b). Note July payments were processed late (in September). HMRC payment is £162.
 - c). Note second half precept received £8600.00

Clerk fees (£54.00 to HMRC)	£216.00
SODC (Dogbin emptying)	£13.09
Rustic Management (Ground maintenance)	£640.00
Nicole West (Poo Bags)	£9.90
HMRC	£160.00
Bostock Bookkeeping (Payroll)	£60.00
Moore Stephens (Audit)	£483.60

- ii. Approve August Financial Statement . **Approved**

12/85 Roads and Footpaths.

- i. Verge damage, maintenance and parking. SC (OCC) will follow up on the broken footpath barriers to have them removed. JK will obtain quotes to fix and paint the road barriers near the Recreation Ground. The PC will remind villagers via the Village News that they are responsible for their own hedges and trees fronting the roads. SODC are waiting for the legal documentation to be finalized regarding the 20 mph speed limit and are aiming to start the consultation on 27th September.

12/86 Reports from CLP working groups

- i. Review overall progress of CLP Groups. When the CLP Steering Group was disbanded the PC agreed to monitor progress twice a year. DB and NPH to update PC at the next meeting.
- ii. Roads and Traffic group update. DM has applied to OCC for 1 bulk bag of road salt. The queues Likely sign is now in place, the PC would like to thank all those involved in this, particularly Ted Betts.
- iii. Housing & Development and Environment Group update at the next meeting.

- iv. Agree to apply for a free plaque and sapling for the War Memorial. **Approved.** DM to action this the PC would like to thank the Environment Group for taking this on and the PCC for accepting the donation into the cemetery.

- 12/87 Rectory Lane Bench.** Following a response from OCC that planning permission is required from SODC, the PC is contacting SODC to establish the process for doing so.
- 12/88 Oxford to Cambridge Corridor** Now that the announcement of the corridor has been announced, it appears that the subroute will not go between Blewbury and the Astons, but a consultation period is now starting and the Expressway Action Group is building a case to highlight potential environmental impact.
- 12/89 Discuss process for reviewing where risk assessments should be in place and completing them.** This is an ongoing agenda item, and is important for insurance purposes. Discuss at the next meeting.
- 12/90 Review Emergency Plan.** Is now available in the Village Hall and Pavilion. All Councillors also have a copy.
- 12/91 Review Section 15 of Standing Orders.** JH has reviewed these.
- 12/92 Drones in the village.** Please report any antisocial behaviour regarding drones to SODC. If you are a drone owner, please be aware of the drone code. <https://ico.org.uk/for-the-public/drones/>
- 12/93 Acceptance of appraisal of clerk.** Approved
- 12/94 Discuss process for drafting 2019-20 budget, to include grant applications due to be received 31st October (see advert in VN).** DM to prepare a draft budget based on last years final numbers, leaving blanks for grants. Large spending items to be considered and put forward at the next meeting.
- 12/95 Councils can now collect and recycle used cooking oil as part of the food waste service.** For information only.
- 12/96 Review monthly tasks calendar.**
- 12/97 Items for the Next Agenda**
 - i. Donation Policy. Discuss
 - ii. Poo Bag trial. Update

Meeting closed at 10.00 pm.

The next meeting will be on Monday 15th October 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 Review Emergency Plan	Astonbury
July	Defibrillator check		
August			
September		Prepare budget for next year	Autumn Work Day
October	Defibrillator check	Present budget to PC	Safari Supper
November		Review Risk register	Bonfire Night
December			