

**MINUTES OF THE MEETING OF ASTON TIRROLD AND ASTON UPTHORPE PARISH  
COUNCIL  
HELD ON MONDAY 15<sup>th</sup> APRIL 2019 IN THE VILLAGE HALL**

**12/227 Apologies for absence.** Justin Keeble (JK),

**12/228 Present**

Joanna Hart (JH), - Chair, Simon Young (SY), Nicole West (NW), Jane Knight (JBK), Nigel Hawkey (NH), Jane Imbush (JI), David Brimacombe (DB),  
Denes Marffy (DM) Clerk,  
**Public:** 1 Member

**12/229 Declaration of any relevant interests .**

JH regarding Oxford/Cambridge Corridor (employment at Harwell).

**12/230 Minutes of the 18<sup>th</sup> March 2019**

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

**12/231 Public Questions, Comments.** None

**12/232 SODC and OCC Reports to Parish Council.**

None received

**12/233 Planning**

To decide on the following planning application:

**P19/S0903/HH** Demolition of existing UPVC conservatory and replacement with a single storey rear extension 2 Chalk Hill Aston Tirrold OX11 9DN **No Objections** to this application, but note that there could be some impact to neighbours.

**P19/S0777/HH** Erection of a shed. 8 Moreton Road Aston Uphorpe OX11 9EP **No Objections** to this application but concerned at location in front of house and existing building line. Note visibility from road.

**P19/S0941/FUL** Garage/plant room Carrimers Farm Aston Tirrold OX11 9DP **No Objections**

**P19/S1001/HH** Provision of a detached garage and associated parking. Brambleberry Cottage Aston Street Aston Tirrold OX11 9DJ **Fully Supports this application** – In keeping with the house, minimal impact on the village.

**Lower Ham Buildings.** PC still waiting for a decision but continues to check with the Planning Officer regularly, who has yet to make a decision, as the Officer is waiting on a response from the applicant regarding concerns raised..

**12/234 ARC.**

- i. The April ARC minutes were not received so will be reviewed at the next meeting.

**12/235 Multi-use bins in the village.** A letter was sent to SODC asking for some new multi purpose bins and to replace existing bins with lids. The reply received was as follows:

“We no longer install open-top litter bins, recognising that bins with lids do a much more effective job preventing litter escaping. We are currently conducting a condition survey of all of our litter bin estate. We have in the region of 1,300 litter bins and 450 dog waste bins across the district. The survey will allow us to assess the general condition of our stock. We will be prioritising replacement of damaged bins. We have many of the older style open-top litter bins and the costs to replace all of these will be significant. How we approach upgrading the existing open-top litter bins is yet to be agreed. Once we have completed the wider survey and agreed the approach to deal with older style bins, we will let you know but, in the short-term, we aren’t in a position to replace the existing bins you have referenced in your letter.

For the new requirements, whilst we understand the local importance of increasing the litter bin stock, we assess any new requests in terms of the existing provision of bins in the area and any visible littering/dog fouling problems. We have a finite staffing resource to manage litter and time spent emptying new litter bins is time that can’t be spent picking up litter or conducting other cleansing work.

I would normally ask a technical officer to assess litter levels in an area before agreeing to install a new litter bin on land that we are responsible for. One of my two technical officers has recently handed her notice in which creates a short-term resourcing issue on our side. We are currently advertising for a new member of staff but they are unlikely to be in post until June. Ahead of the recruitment, I don’t have the resource to make the assessment now however, once we have made an appointment, I will ensure the new staff member picks this up, and surveys the area where you have indicated new bins may be required.”

The PC will continue to follow up this matter with SODC Councillors.

## 12/236 Finance

- i. Approve payments below. **Approved**
- ii. Received VAT reclaim for PC and ARC £2498.40 before end of March and payment was made to ARC on receipt to simplify FY accounts.
- iii. Received £8600 Precept.

Clerk fees (£54.00 to HMRC)	£218.80
ARC (VAT reclaim)	£1960.85 Already paid
SODC (Dogbin emptying)	£13.09
Village Hall (Hall hire)	£58.50
Grant - Astons Website	£150
Grant - Village Post Office	£500
Grant - Village Hall	£2900
Grant - PCC	£2200
Grant - Fat Frog (Defib. maintenance)	£150
Grant - History Group	£1000
Bostock Bookkeeping (Payroll)	£60.00
OCC ( 20mph speed limit reduction)	£4223.07

- iv. Approve March Financial Statement. **Approved**

## 12/237 Roads and Footpaths.

- i. To approve Rustic Management's quote of £1200 for footpath maintenance. The PC approved the quote and accepted and support an extra £200 for extra work that until now has been done for free.
- ii. The PC noted that the barriers on Baker Street have been replaced and the ones on Aston Street have been painted properly.
- iii. The PC noted that potholes have been recently marked, so are expecting something will be done in the near future.

**12/238 Introduction of 20 mph speed limit within the villages**

The PC approved payment of invoice to OCC for £4223.07 to install 20 mph road markings and signs, including extra signage at Croft Corner. Work should then be completed in 2-3 months.

**12/239 Reports from CLP working groups**

- i. Review overall progress of CLP Groups - deferred.
- ii. Roads and Traffic – as per 12/238. The group is now considering next steps to improve road safety in the villages, this could include hard calming measures.
- iii. Housing & Development. A group meeting is taking place next week.
- iv. Environment Group - deferred, although DB noted that some trees in the villages could be due for replacement

**12/240 Oxford to Cambridge Corridor.**

DM to send the final draft of the PC's letter to Ed Vaizey (MP) with copies to Jane Murphy (SODC) and Simon Clarke (OCC) asking for clarification on what the consultation process is, for this government proposed project.

**12/241 Discuss process for reviewing where risk assessments should be in place and completing them.** NW is going on a course for risk assessments.

**12/242 Tractors through the village.** The PC will write a letter to local farmers to alert them to the concerns that many villagers have about the impact on verges and ask whether the PC can do anything to help farmers reduce the impact of the sizeable tractors that go through the villages

**12/243 Preparations for AGM:**

- i. Prepare full year accounts. DM to prepare.
- ii. Roles & responsibilities for 2019-2020. JH to circulate a spreadsheet of the present roles and responsibilities.
- iii. Policies to be reviewed. All Councillors to review policies before the next meeting these can be found at <https://www.theastons.net/local-councils/parish-council/parish-council-policies>.

**12/244 Elections:** The Notice of elections were published on the noticeboards. Aston Tirrold & Aston Upthorpe are uncontested and a list of the proposed Councillors is also on the noticeboards. All Councillors are to complete an internal expenses form and a declaration.

**12/245 Review monthly tasks calendar:** Grants will be paid this week.

**12/246 Items for the Next Agenda**

Meeting closed at 09.35 pm.

The next meeting and AGM will be on Monday 20<sup>th</sup> May 2019 in the Village Hall at 8.00pm.

SIGNED FOR ASTON TIRROLD AND ASTON UPTHORPE PARISH COUNCIL

NAME.....

DATE.....

<b>Month</b>	<b>Health &amp; Safety</b>	<b>Process</b>	<b>Social</b>
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			