

**MINUTES OF THE MEETING OF ASTON TIRROLD AND ASTON UPTHORPE PARISH
COUNCIL
HELD ON MONDAY 20th May 2019 IN THE VILLAGE HALL**

12/247 Apologies for absence. David Brimacombe (DB), Jane Murphy (SODC), Simon Clarke (OCC)

12/248 Present

Joanna Hart (JH), - Chair, Jane Imbush (JI), Simon Young (SY), Nicole West (NW), Jane Knight (JBK), Nigel Hawkey (NH), Justin Keeble (JK),
Denes Marffy (DM) Clerk,
Public: 2 Members

12/249 Declaration of any relevant interests .

12/250 Minutes of the 15th April 2019

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

12/251 Public Questions, Comments. None

12/252 SODC and OCC Reports to Parish Council.

None received. The PC noted that as a result of the elections there is no overall control at SODC.

12/253 Planning

To decide on the following planning application:

P19/S1318/LB Replacement of two first floor dormer windows and associated roof works. Croft Corner Moreton Road Aston Tirrold OX11 9EW. The PC has **No Objections** to this application

P19/S1289/FUL Add a velux window to an existing loft store room. Aston Tirrold and Upthorpe Village Hall Thorpe Street Aston Tirrold OX11 9EQ. The PC **Fully Supports** this application because it will improve the use of the Village Hall by the History Group due to adding natural light to loft store room.

P19/S1263/LB Replace rotten parts of timber framed wall and to clad upper section with 9" oak weatherboard to create an improved weathering. Blacksmiths Cottage Aston Street Aston Tirrold Oxfordshire OX11 9DQ. The PC **Fully Supports** this application because it is protecting the heritage of the house.

P19/S0387/LB Replacement windows and doors. Popes Farm Fullers Road Aston Tirrold Oxfordshire OX11 9EN. The PC has **No Objections** to this application

P19/S1420/HH Removal of existing gates & fencing and the provision of widened access with new gates (part of works on lapsed approval P03/W0303) Croft Corner Moreton Road Aston Tirrold Didcot OX11 9EW The PC has **No Objections** to this application.

P18/S4124/O Lower Ham– The advice commissioned by the PC was referenced in the detailed report from the Planning Officer refusing Planning Permission. The applicant has 6 months to appeal the decision. The PC would like to thank the CLP Housing and Development Group for their help through this process.

12/254 ARC.

- i. The April and May ARC minutes were **approved**.

12/255 Finance

- i. Approve payments below. **Approved**

Clerk fees (£54.00 to HMRC)	£218.80
D. Marffy (Delivering election papers twice 27 miles @45p per mile)	£12.15
DVTG (bus payment)	£350.00
Zurich Insurance	£1524.56.

- ii. Approve April Financial Statement. **Approved**. Still 2 grant payments outstanding due to missing bank account details – Clerk to follow up.

12/256 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. **Approved**

12/257 Introduction of 20 mph speed limit within the villages. It was reported that work will commence on the 3rd June.

12/258 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. The guidance for planning is being updated.
- iv. Environment Group –
 - i. The Tree survey will be ready in a couple of months. The cherry trees on Spring Lane mentioned in a previous meeting, appear to be in good health.
 - ii. The PC will contact SODC at the end of the month about the multi purpose bins.

12/259 Oxford to Cambridge Corridor. Nothing to report.

12/260 SODC Waste Team. SODC are sending a team to clean up the village from 31/07/2019 to 2/08/2019. Councillors will send areas of most concern to the clerk who will forward them to the

Waste Team

12/261 Discuss process for reviewing where risk assessments should be in place and completing them. It was suggested that sub contractors should need to submit method statement and insurance details, this should be included in the Risk Register, as should GDPR and non-financial audit which should be included as part of the annual audit. To review Risk Register at next meeting.

12/262 Review proposed letter to local farmers regarding tractor traffic. JH to amend to and Clerk to send.

12/263 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.

12/264 Review monthly tasks calendar: To add Village Clear up in March and Re-issue Emergency Plan in September

12/265 Items for the Next Agenda

Meeting closed at 09.20 pm.

The next meeting and AGM will be on Monday 17th June 2019 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

		Review Emergency Plan	
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			