

**MINUTES OF THE MEETING OF ASTON TIRROLD AND ASTON UPTHORPE PARISH  
COUNCIL  
HELD ON MONDAY 17<sup>th</sup> JUNE 2019 IN THE VILLAGE HALL**

**12/266 Apologies for absence.** Simon Young (SY), Justin Keeble (JK),

**12/267 Present**

Joanna Hart (JH), - Chair, Jane Imbush (JI), Nicole West (NW), Jane Knight (JBK), Nigel Hawkey (NH), David Brimacombe (DB),

Simon Clarke (OCC)

Denes Marffy (DM) Clerk,

**Public:** 3 Members

**12/268 Declaration of any relevant interests .** None

**12/269 Minutes of the 20<sup>th</sup> May 2019**

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

**12/270 Public Questions, Comments.**

A resident has highlighted the health of a conifer tree in the Village Hall grounds. DM to contact Village Hall Committee and respond to resident.

The PC has received positive feedback for the new 20 mph speed limit. There have been further questions about why the 20MPH does not cover the whole of the Moreton Road, which have been responded to via eNews and VN. The PC and CLP Group will continue to look at ways to slow traffic down on the Moreton Road.

So far there has been one response to a letter sent to local farmers about the large tractors going through the village, which will be discussed at the July meeting

**12/271 SODC and OCC Reports to Parish Council.**

The PC thanked SC for all his help in obtaining the 20 mph speed limit in the village. SC reported that the culverts in Spring Lane were due to be cleaned. SC agreed that it would be sensible to include Aston Tirrold and Aston Upton in the OCC Traffic Sensitive Data Consultation.

**12/272 Planning**

To decide on the following planning application:

**P19/S1727/HH** Single storey timber building for use as a garden room, 9 Moreton Road Aston Upton OX11 9EP. The PC has **No Objection** to this application.

**P18/S4124/O Lower Ham**– For information – Planning Permission has been refused

**For Information:** Change of property name from: Paddock Close to: Paddock House, Baker Street, Aston Tirrold, DIDCOT OX11 9DD

**12/273 ARC.**

- i. The June ARC minutes and AGM. The AGM minutes were **Approved**, the June minutes to be approved at the next meeting as not received in time.

## 12/274 Finance

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

Clerk fees (£51.40 to HMRC)	£218.60
HMRC (Quarterly)	£154.00
Bostock Bookkeeping (Payroll) (Quarterly)	£60.00

- ii. Approve May Financial Statement. **Approved.** The PC noted that the defibrillator in the pub has now been added to the Asset Register, so the Grant of £150 will not be paid to the Fat Frog, so payment is voided.

## 12/275 Year End Processes

- i. Receive internal audit. Steve Morant completed the internal audit and approved the PC accounts. The large cash reserves at both the PC and ARC were noted, however it is anticipated that traffic calming measures and new swings at the playground will reduce these during this year. Notice of Public Rights and the Annual Audit can be found on <https://www.theastons.net/local-councils/parish-council/council-finances> The PC would like to thank Steve for his hard work and time he puts into ensuring that the PC and ARC accounts are in good order.
- ii. Approve Asset Register. **Approved**
- iii. Approve Full Year Accounts. **Approved**
- iv. Approve Section 1 and 2 of Annual Governance and Accountability Return 2018/2019. **Approved**

**12/276 Introduction of 20 mph speed limit within the villages.** The PC thanked the CLP group and Councillors past and present for their hard work in implementing this, it has taken many years but is finally in place.

## 12/277 Reports from CLP working groups

- i. Review overall progress of CLP Groups. Next meeting.
- ii. Roads and Traffic. See 12/276
- iii. Housing & Development. DM to follow up with SODC regarding the status of the PC's request for new multi-use bins in the villages.
- iv. Environment Group

**12/278 Oxford to Cambridge Corridor.** Nothing to report.

**12/279 SODC Waste Team.** SODC are sending a team to clean up the village from 31/07/2019 to 2/08/2019. A list of proposed sites for the clean up was sent to the Waste Team. However many of the proposals were not the responsibility of SODC. DM to send SC the sites that are the responsibility of OCC.

**12/280 Discuss process for reviewing where risk assessments should be in place and completing them.** To consider adding GDPR, non-financial internal audit to risk register. Discuss at the next meeting

**12/281 Adoption of the defibrillator in the Pub by the Parish Council, and added to asset register.** This defibrillator and the one at the recreation ground are now managed by the PC. The PC would like to thank Emily Richards for monitoring both defibrillators regularly to ensure they are accessible should they be needed.

**12/282 Sewage leaks on Aston Street.** At the end of May Thames Water discovered a fat berg that was causing a blockage and subsequent leaks. The PC would like to remind householders not to put wipes, sanitary products and fat down drains, to stop this happening again in the future.

**12/283 Emergency Plan update.** Next meeting.

**12/284 Review monthly tasks calendar:**

**12/285 Items for the Next Agenda**

Meeting closed at 09.30 pm.

The next meeting and AGM will be on Monday 15<sup>th</sup> July 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		Send Precept application	
February	Defibrillator check		
March		Ensure payments up to date Final VAT return before mid-March	Spring Work Day
April		Prepare FY accounts	
May	Defibrillator check	Internal Audit	
June		AGM Review Emergency Plan	Astonbury
July			
August	Defibrillator check		
September		Prepare budget for next year	Autumn Work Day
October		Present budget to PC	Safari Supper
November	Defibrillator check	Review Risk register	Bonfire Night
December			