

**MINUTES OF THE MEETING OF ASTON TIRROLD AND ASTON UPTHORPE PARISH  
COUNCIL  
HELD ON MONDAY 20<sup>th</sup> JANUARY 2020 IN THE VILLAGE HALL**

**12/374 Apologies for absence.** None

**12/375 Present**

Jane Imbush (JI) - Chair, Joanna Hart (JH), Nicole West (NW), Nigel Hawkey (NH), Justin Keeble (JK), Simon Young (SY), David Brimacombe (DB), Jane Knight (JBK), Simon Clarke (OCC)  
Denes Marffy (DM) Clerk

**12/376 Declaration of any relevant interests.** None

**12/377 Minutes of the 9<sup>th</sup> December 2019**

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

**12/378 Public Questions, Comments.**

- i. The poor state of the footpaths in the village. JK reported that this may be included in the village clean up day on the 21<sup>st</sup> March.
- ii. The large amount of litter on Spring Lane from Copse Style to the A417. There is a D of E volunteer who is picking up the litter at the moment, the PC would like to thank him very much for his efforts. There was further discussion on how to discourage fly tipping in this area. Request to be sent to ask SODC Councillors what actions can be taken to reduce fly tipping on Spring Lane

**12/379 SODC and OCC Reports to Parish Council.**

SC (OCC) reported that the draft budget has been prepared and that it will rise by 3.99% which would result in increased funding for Social Care and potholes in the area. If the budget is passed SC anticipates being able to continue to provide a financial contribution to Downland Village Transport Group. Zero emission proposals for Oxford can be found on the OCC website: <https://www.oxfordshire.gov.uk/> There are no further updates on the Oxford-Cambridge Expressway.

**12/380 Planning**

To decide on the following planning applications: None

**12/381 ARC.**

- i. To approve January ARC Minutes. **Approved**

**12/382 Finance**

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

Clerk fees (£51.40 to HMRC, Jan + £0.20 underpayment from previous month)	£218.80
Village Hall (Hall hire Quarterly)	£58.50

- ii. Approve December Financial Statement – **Approved**

- iii. A new external provider for the PC payroll is being sought.

**12/383 To accept feedback and discuss matters arising from CLP Groups:**

- i. Review overall progress of CLP Groups. Discuss at the next meeting
- ii. Roads and Traffic.
  - a. Fix my street user scheme training. JI to draft a letter to be sent to a prospective street inspector in the village.
  - b. Water run off from Chalk Hill. JK has communicated with the local farmer on the state of the ditch.
  - c. JBK has prepared an article for the Village News showing the various options for traffic calming on the Moreton Road and Hagbourne Road. This will be circulated with the village news and invite comment from villagers.
- iii. Housing & Development. Nothing to report
- iv. Environment Group.
  - a. New multi purpose bins have replaced the old ones except for the one in Baker Street which will be monitored by SODC to see how much it is used.
  - b. The group has an ambitious plan to plant 600-700 trees in the village this year. OCC indicated that it might be willing to contribute to this. JBK to investigate a possible leader for this project. In conjunction with the coming Tree Survey of the village possible areas for the planting will be identified.

**12/384 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. Ongoing review by JI.

**12/385 VE day celebrations on the 8<sup>th</sup> May.** A proposal for a street party next to the War Memorial was proposed.

**12/386 Discuss ADCA (Astons Digital Community Archive).** ADCA (Astons Digital Community Archive) was given by the PCs (in 2014) their minutes from 1968 to 2002 scanned from hard copy. The thinking was to pass existing digital copies from 2003 on to ADCA, and thereafter year on year. Also the Berkshire Record Office is going to be asked if ADCA could have copies from 1894 to 1968 (the councils passed their hard copies to them in 1974 when we left Berkshire). **Approved**

**12/387 Approve meeting dates for 2020.** 17 February, 16 March, 20 April , 18 May & AGM, 15 June, 20 July, 21 September, 19 October, 16 November, 14 December\*

\* NB this is the second Monday of the month as the third falls too close to Christmas

It was proposed that in 2021 all meetings be held on every 3<sup>rd</sup> Tuesday except for the December meeting which would be held on the 2<sup>nd</sup> Tuesday, if this was convenient for SODC and OCC Councillors.

**12/388 Review monthly tasks calendar.**

**12/389 Items for the Next Agenda**

Discuss Community Assets

Meeting closed at 10.00pm.

The next meeting will be on Monday 17<sup>th</sup> February 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