

**MINUTES OF THE MEETING OF ASTON TIRROLD AND ASTON UPTHORPE PARISH
COUNCIL
HELD ON MONDAY 16th MARCH 2020 IN THE VILLAGE HALL**

12/404 Apologies for absence. Jane Murphy (SODC)

12/405 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), Anne-Marie Simpson (SODC)
Denes Marffy (DM) Clerk
Public: 3

12/406 Declaration of any relevant interests. JH (Ashbrook planning application) and SODC Local Plan

12/407 Minutes of the 17th February 2020

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

12/408 Public Questions, Comments.

The decision by the PC to object to the planning application for Ashbrook was queried. JI explained that although the PC considered the new application to be an improvement on the previous one, the PC still objected in principle to this and the original application and has been consistent in their decision making.

12/409 SODC and OCC Reports to Parish Council.

A-MS (SODC) reported that:

- i) SODC are well set up to be able to work from home during the current Covid 19 crisis.
- ii) The aim is for the Local Plan to be adopted by December.
- iii) This side of the Oxford-Cambridge Expressway has been suspended for the time being.

12/410 Planning

To decide on the following planning applications:

P20/S0563/HH To render over the existing reconstituted stone block work to the house and garage walls, using a chalk white finish. No structural alterations or additions. Mahe Aston Street Aston Tirrold OX11 9D. **The PC Fully Supports this application as it aligns with neighbouring properties.**

12/411 ARC.

- i. To approve March ARC Minutes. **Approved**
- ii. Astonbury in its proposed format has been cancelled due to the Covid 19 crisis. Depending on prevailing health and wellbeing conditions in June a village BYO event may be considered

12/412 Finance

- i. Approve payments below. **Approved**
- ii. Received from OCC £2418.00, grants for tree planting (£1000) Village Hall (£500) and vandal proof defibrillator cabinet (£918)
- iii. VAT reclaim has been submitted for ARC and the PC total is £2875.79

| | |
|--|---------|
| Clerk fees (£51.40 to HMRC) | £218.60 |
| ARC (Health and Safety costs 2018/2019) | £288.85 |
| Rustic Management (Clearing Storm Ciara trees) | £100.00 |
| OALC (Subscription) | £140.42 |
| Jancis Smith (Locum Clerk 4.5 hours) | £54.00 |
| HMRC (4 th Quarter Payroll) | £154.20 |
| WEL Medical Ltd (Defibrillator cabinet) | £930.00 |
| Village Hall (OCC Grant) | £500.00 |

- iv. Approve February Financial Statement – **Approved**

12/413 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 reported that no one in the village was interested in taking this on.
 - b. JBK reported that the installation of two 1.5m white gates as traffic calming measures on the Hagbourne road and Moreton Road have been approved in principle and could be installed by this summer. They are estimated to cost in the region of £4600.00. For both sets of gates the bottom of the gates to be installed will be slightly higher than usual (at about 30cm above ground) so that there remains opportunity (subject to future agreement) for flowers or similar to be planted immediately in front of the gates.
 - c. Discuss the altered footpath leading to Blewburton Hill from Hagbourne Road. A villager had requested that gravel be put down around the new kissing gates. DM reported that the Stud were reluctant to do this because of the danger to passing cars when mowing. The PC agreed that the multi-purpose bin needs to be moved to the new site.
- iii. Housing & Development. The recent leaflets from Blue Cedar Homes concerning retirement homes in the village was discussed. The PC noted that available transport and facilities in the village would render any such development as being unsustainable and unsuitable.
- iv. Environment Group. Nothing to report

12/414 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.

12/415 VE day celebrations on the 8th May. In light of the current Government advice on mass social gatherings with respect to Covid 19, the PC has taken the decision to postpone the event. VE day celebrations will now coincide with Armistice day in November.

12/416 Discuss Community response to Coronavirus (Covid 19). This was discussed at length and in

Principle it was agreed that

- i. Volunteers would need to be recruited throughout the village to help distribute medicines, food etc for those in isolation and indisposed.
- ii. Establish a point of contact.
- iii. Compose a leaflet to be distributed to all households.
- iv. Identify a communications plan and chain. The PC thanks Simon Patterson for his support on this matter.
- v. Other CLP groups (e.g transport) would also look at how they can support during this

crisis.

Jl and JK will begin organising this as a matter of urgency.

- vi. Jl authorised to buy a mobile phone for the response team

12/417 Review monthly tasks calendar.

12/418 Items for the Next Agenda

End of year finances

Meeting closed at 10.00pm.

The next meeting will be on Monday 20th April in the Village Hall at 8.00pm.

SIGNED FOR ASTON TIRROLD AND ASTON UPTHORPE PARISH COUNCIL

NAME.....

DATE.....

| Month | Health & Safety | Process | Social |
|--------------|----------------------------|---|-----------------|
| 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 |