

**MINUTES OF THE MEETING OF ASTON TIRROLD AND ASTON UPTHORPE PARISH  
COUNCIL  
HELD ON MONDAY 18<sup>th</sup> MAY 2020 BY ZOOM CONFERENCE CALL**

**This was the second Parish Council meeting to be held on line due to the Covid 19 pandemic.**

**12/434 Apologies for absence.** None

**12/435 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: 1

**12/436 Declaration of any relevant interests.** None

**12/437 Minutes of the 20<sup>th</sup> April 2020**

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

**12/438 Public Questions, Comments.**

A member of the public asked if the phone box on Baker Street could be removed as it has not worked or been used for at least 10 years. The PC agreed to this and an application will be made to have it removed.

**12/439 SODC and OCC Reports to Parish Council.**

A-MS (SODC) reported that:

- i. SODC's first virtual planning meeting is scheduled for 28 May at 4.30pm. Members of the public will be able to watch online via a link on our website.
- ii. Regarding the Local Plan, SODC is on track with the examination process with respect to the Local Plan and officers have had their first monthly progress meeting with MHCLG. The report of the meeting on 6 May can be read here  
<http://www.southoxon.gov.uk/sites/default/files/MHCLG%20SODC%20May%202020%20monitoring%20meeting.pdf>
- iii. The Covid19 social distancing requirement has led to £2bn of govt funding to make our streets better for cycling and walking. Around £25 million is going to Oxfordshire, which could be released as £40K per ward. In view of this and after much discussion the PC agreed to set up an Aston to Cholsey Working Group headed by JK and NH to look into the feasibility of a cycle path (but a surface also suitable for equestrian use) from the Rec in Aston Tirrold to Cholsey station.

**12/440 Planning**

To decide on the following planning applications: None

**12/441 ARC.**

- i. To approve May ARC Minutes. Approved

**12/442 Finance**

- i. Approve payments below. **Approved**
- ii. Long term payment agreement with Zurich Insurance is in place until 1<sup>st</sup> June 2023.

Clerk fees (£51.40 to HMRC)	£218.80
Zurich Insurance	£1562.23
DVTG (Contribution to village bus)	£350.00
ARC (VAT reclaim)	£1966.11
R. Welch (shopping for Mr. & Mrs. McColloch)	£116.07
R. Welch (shopping for Mr. & Mrs. McColloch)	£66.34
R. Welch (shopping for Mr. & Mrs. McColloch)	£38.29

- iii. Approve April Financial Statement – **Approved**
- iv. Review Asset Register and final PC accounts. Approve at the next meeting

**12/443 Discuss process for completing Full Year Accounts and holding the AGM due to present COVID 19 restrictions.** AGM to be held at the next meeting (15<sup>th</sup> June) and approve Full Year accounts then.

**12/444 Discuss Community response to Coronavirus (Corvid 19)**

- i. JK updated the PC on SSE Resilient Communities Fund grant of £2,000 which has been received by the PC. DB to draw up a draft criteria for distributing the fund.
- ii. The Covid Ops team has 95 volunteers and is supporting 24 households at present. The PC thanked JI for all her hard work.
- iii. The PC had received numerous notes of thanks and would like to take this opportunity to thank all the volunteers who have come forward to support during the crisis

**12/445 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. Estimates for the proposed Traffic Calming measures have been promised for the next meeting.
  - b. It was noted that some potholes have been fixed.
- iii. Housing & Development. Nothing to report
- iv. Environment Group.
  - a. Multipurpose bins. The bin on the Hagbourne Road has been moved to the new position of the kissing gate. The footpath next to the URC has had a new bin installed and the bin in Baker Street has remained where it is. The PC thanked the Environment Group for their hard work in getting the bins sorted out. DM to formally thank SODC for their help.
  - b. Tree planting. The idea of planting a community orchard in the Recreation Ground was put forward and will be discussed at the next meeting. In the meantime, JI to contact the Environment group for an update on any proposals and support. It was noted that the planting would not take place until the autumn

**12/446 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. Deferred

**12/447 Defibrillator update.** The new defibrillator cabinet has arrived and will be stored in the Pavillion until it can be installed.

**12/448 Review Emergency Plan.** Alterations to be made (e.g. what to do in a pandemic) and approval at the next meeting.

**12/449 Discuss VE celebrations and Bonfire night.** Bonfire night is pencilled in for Sat 7<sup>th</sup> November depending on circumstances nearer the time. VE celebrations will be organised by APAC and will most likely be a fund-raising activity in the Village Hall.

**12/450 Village clear up rescheduled for the Autumn.** Will be organized nearer the time depending on circumstances.

**12/451 Discuss holding Virtual AGM meeting in June.** It was agreed that the AGM would be held on 15<sup>th</sup> June at the same time as the normal PC meeting.

**12/452 Review monthly tasks calendar.**

**12/453 Items for the Next Agenda**

Co-opt Pete Butcher to the Parish Council  
Cycle paths

Meeting closed at 9.31 pm.

The next meeting will be on Monday 15<sup>th</sup> June, depending on COVID 19 restrictions it will either be virtual or 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