

ASTON ROWANT PARISH COUNCIL (ARPC)
MEETING: 10th January 2024 at 7:30 PM
In Kingston Blount Village Hall

Present: Cllrs. A Bernstein (AB), M.Day (MD), H.Birks (HB), D.Chaplin (DC), T Hill (TH), J Hunt (JH), C/Cllr N Champken-Woods (NC-H) and several members of the public (MOP).

	Minutes:	Actions:
1	APOLOGIES: C. Cllr Gregory, D/Cllrs Gordon-Creed & Sadler.	Noted.
2	DECLARATIONS OF INTEREST: None.	
3	MINUTES OF DECEMBER PARISH COUNCIL MEETING: Approved.	Clerk: publish.
4	2024 MEETING DATES: Meeting dates for 2024 agreed and confirmed for website.	AB: To website
5	MATTERS ARISING: ➤ SODC have confirmed no request for an election following Cllr. Clark-Hodgson's resignation so we are now free to advertise and co-opt. Details to Website, KBAR & P/Notes. ➤ The possibility of footpath from Oxford Tube bus-stop to Lambert Arms - raised in Open Forum last month following an email from a parishioner. Email discussions ongoing with OCC, but need to involve Highways England, Oxford Bus Co. Stagecoach and Lewknor PC as not in this parish (although mainly used by our parishioners).	Noted. AB continue to liaise with. OCC & MD liaise with Lewknor PC.
6	OPEN FORUM: Main topic of discussion was the recent flooding which closed the B4009 from Friday 5/Jan to Friday 12/Jan (still closed at time of meeting). Verbal reports given by a local OCC engineer and landowners – full details in report attached to these minutes.	
7	PLANNING: 1. Applications as follows to be confirmed/discussed: P23/S4304/HH Proposed single-story rear extension at Avila 4 Plowden Park Aston Rowant. No comments from neighbours either side and both properties either side have had rear extensions so a precedence has already been set. NO OBJECTION. P23/S4262/FUL ## NOT IN THIS PARISH ## Proposed development by Bloor Homes on River Thame Flood Plain – discussion surrounding area not in Thame NP, within level 2/3 flood area, lack of infrastructure, secondary school places, doctors/dentists etc. Response agreed as appropriate given impact on residents of this parish. 2. Decisions of S.O.D.C. as follows: None. 3. To consider any applications or decisions received since the agenda was published: P23/S3843/HH Construction of orangery following demolition of conservatory, replacement windows, replacement of window with door to living room, replacement of raised patio at Little Gables The Green Kingston Blount OX39 4SD. GRANTED. 4. Withdrawn Applications: None. 5. Applications Referred to SODC Planning Committee: None. 6. Planning Inspectorate Appeals: None.	Clerk: Respond to SODC. Cllr Day to put together response for SODC. Noted. Noted. Noted. Noted.
8	FINANCE: 1. The following payments through bank: @ 31/Dec (Including VAT): CLERK NOV SALARY & HMRC Re: NOVEMBER RIDGEWAY WOODLANDS 120.00 THE WORKPLACE DEPOT (Convex mirror for Sydenham/Stert junction) 52.04 ADAM BERNSTEIN (Amazon invoice - Dri-Box for Mobile SID unit) 10.99 ADAM BERNSTEIN (Amazon invoice - Padlock for Mobile SID unit) 13.74 ADAM BERNSTEIN (Amazon invoice – Salt Bin Scoops) 71.96 SHIELD MAINTENANCE 72.79 O.BRAKE 65.00 AKC PARISH NOTES 60.00 SLCC 2024 MEMBERSHIP 112.00	Noted.

	<p>2. <u>The following receipts to be noted:</u> None.</p> <p>3. <u>The following payments to be approved</u> (Costs include VAT): CLERK DECEMBER SALARY AND HMRC Re: DECEMBER CLERK Q3 EXPENSES 29.97 SHIELD MAINTENANCE 72.79 TURTLE ENGINEERING (New Defibrillator Battery) 239.99</p> <p>4. <u>To approve payments for any invoices received after agenda publication:</u> None.</p> <p>5. <u>To note:</u> Budget 2023/2024 – v9 (DEC).</p> <p>6. <u>To approve:</u> Budget/Precept requirements for 2024/5. Adjustments made per, report attached to December minutes – budget agreed and set at £29,400.</p> <p>7. <u>To approve:</u> Payment of £500 to new Equals Money Pre-Paid card. Account agreed, but card not yet received – deferred to February meeting.</p> <p>8. <u>To note:</u> Receipt of £147.32 Interest on Ear-Marked Reserve and £91.54 on General Reserve (advised after end of month financial statements made on Agenda).</p> <p>9. <u>To Approve:</u> Transfer of 147.32 credit interest from Ear-Marked Resv to General Resv.</p> <p>10. <u>To ratify:</u> Transfers from Ear-Marked Reserves to cover outgoings: None needed.</p> <p>11. <u>The financial situation as at 31/December:</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Unity Current Account</td> <td style="text-align: right;">7,917.17</td> </tr> <tr> <td>Unity Instant Access Savings (G/Resv)</td> <td style="text-align: right;">13,332.32</td> </tr> <tr> <td>Unity Instant Access Savings (E-M Resv)</td> <td style="text-align: right;">21,236.36</td> </tr> <tr> <td>National Savings</td> <td style="text-align: right;">11,613.86</td> </tr> </table> <p>12. <u>Reserves:</u> General Reserve: as above. Ear-Marked Reserves breakdown:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Elections</td> <td style="text-align: right;">300</td> </tr> <tr> <td>Play Area</td> <td style="text-align: right;">7,535</td> </tr> <tr> <td>Parish Notes</td> <td style="text-align: right;">460</td> </tr> <tr> <td>Trees Footpaths & Environment (FAAG)</td> <td style="text-align: right;">4,725</td> </tr> <tr> <td>Village Hall Reserve</td> <td style="text-align: right;">690</td> </tr> <tr> <td>Hillwerke Trust (plus £287 VAT to come)</td> <td style="text-align: right;">3,926</td> </tr> <tr> <td>Traffic Calming</td> <td style="text-align: right;">-617</td> </tr> <tr> <td>Neighbourhood Plan</td> <td style="text-align: right;">4,217</td> </tr> </table>	Unity Current Account	7,917.17	Unity Instant Access Savings (G/Resv)	13,332.32	Unity Instant Access Savings (E-M Resv)	21,236.36	National Savings	11,613.86	Elections	300	Play Area	7,535	Parish Notes	460	Trees Footpaths & Environment (FAAG)	4,725	Village Hall Reserve	690	Hillwerke Trust (plus £287 VAT to come)	3,926	Traffic Calming	-617	Neighbourhood Plan	4,217	<p>Noted.</p> <p>All Approved.</p> <p>Noted.</p> <p>Noted.</p> <p><u>Clerk:</u> Apply to SODC by 22/Jan.</p> <p>Noted.</p> <p>Noted.</p> <p>Approved.</p> <p>Noted.</p> <p>Noted.</p> <p>Noted.</p>
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9	<p><u>PLAY AREA:</u> Progress Update provided to Cllrs by email on day of meeting. Verbal report given by Cllr Birks, updating on:</p> <ul style="list-style-type: none"> ➤ Proposed distribution and advertising re-survey of local residents. ➤ Exploring how to improve inclusivity to accommodate wheelchair users and prams. ➤ Promotion of Quiz (March) and Race night (May). 	<p>Noted.</p>																								
10	<p><u>NEIGHBOURHOOD PLAN:</u> Committee reconvened to push plan to referendum and completion. Minutes of meeting held 4/Jan to follow for ratification in February and publishing to website.</p>	<p><u>NP Chairman:</u> to supply minutes..</p>																								
11	<p><u>GENERAL MAINTENANCE:</u></p> <ul style="list-style-type: none"> ➤ Residents of Aston Rowant Road have confirmed ditches have now been cleared minute ➤ Tree stump removed from stream in Church Lane and all flowing freely. ➤ Salt bin in Bakers Piece still needs righting, but no response from report on Fix my Street. Cllr Hill to follow up with other farmers with machinery to assist. 	<p>Dec minute 12.</p>																								
12	<p><u>FOOTPATH AND AMENITIES GROUP:</u> Ditches at Church Lane – see minute 11 & Open Forum.</p>	<p>Noted.</p>																								
13	<p><u>VILLAGE HALL/HILLWERKE TRUST (HRT):</u></p> <ul style="list-style-type: none"> ➤ No report on lease/Insurance review as Working Party has not yet met in 2024. ➤ Bollards to protect the playing field should be installed within the next month. ➤ Replacement bin by V/Hall – options being investigated, but Cllr. Birks reported that the lid on the bin at the back of the Play Area is now also broken, replacement to be priced. 	<p>Noted.</p>																								
14	<p><u>TRAFFIC CALMING:</u> Mobile SIDs unit now in place & mirror installed at Sydenham junction.</p>	<p>Noted.</p>																								
15	<p><u>CLERK'S REPORT/OUTSTANDING ACTIONS & CORRESPONDENCE RECEIVED</u> see below.</p>	<p>Noted.</p>																								
16	<p><u>AGENDA ITEMS FOR next meeting - Deadline: 7 February. .</u></p>																									

DATE OF NEXT MEETING – Wednesday 14th February in Kingston Blount Village Hall

ARPC - CLERK'S REPORT & CORRESPONDENCE RECEIVED

(for January 10th 2024 Meeting)

Item	Decision Required	Action to be Taken
1. OCC Highways Network Management – advice of formal consultation meeting on the Lane Rental Scheme on Wednesday 17th January 10:30 – 12:30 at County Hall, New Road Oxford OX1 1ND.	NO	Forwarded to Cllrs 15/Dec. Limited places for online attendance (1 st come 1 st served)
2. OALC – December Newsletter	NO	Forwarded to Cllrs 19/Dec.
3. Community First Oxfordshire – Winter Newsletter	NO	Forwarded to Cllrs 20/Dec.
4. SODC – South News, December 2023.	NO	Forwarded to Cllrs 20/Dec.
5. Police & Crime Commissioners December Report	NO	Forwarded to Cllrs 21/Dec.
6. OCC – Notice received at 12.20pm re: road closure on Kingston Hill for Thames Water repair (effective 1/Jan)	NO	Forwarded to Cllrs 2/Jan.
7. SODC – confirmation they have received no requests for an election to be called following Vacancy Notice of 1/Dec and we can proceed to co-option.	YES	Forwarded to Cllrs 2/Jan. See Jan Agenda item 5
8. Thame Town Council weekly newsletter, featured proposed development P23/S2462/FUL on River Thame flood plain.	YES	Forwarded to Cllrs 4/Jan. See Jan Agenda item
9.		
10.		

RECEIVED AFTER AGENDA PUBLISHED

1. SODC – advice of extension of BIFFA residential waste contract for 2 years to 2026.	NO	Forwarded to Cllrs 8/Jan
2. Email from resident in AR Road responding to letter requesting ditch clearance, confirms clearance	NO	Noted
3. Letter from resident in AR Road responding to letter requesting ditch clearance, confirms clearance	NO	Noted
4. OCC – email from Chief Executive updates on floods and road closures in the county (mainly in towns)	NO	Forwarded to Cllrs 9/Jan
5.		