

ASTON ROWANT PARISH COUNCIL - AGENDA

The next meeting of the above Parish Council will be held on **Wednesday 12th June 2023, at 7:30pm**
IN ASTON ROWANT CHURCH

Summoned to be present:

Cllrs. A.Bernstein, H Birks, D.Chaplin, M.Day, T Hill, & J.Hunt

1. APOLOGIES

2. **MINUTES To approve:** minutes of the Parish Council meeting held on 8th May.

3. MATTERS ARISING:

4. OPEN FORUM:

If possible, please advise the Clerk by email ahead of the meeting if you wish to address the Council

A period of up to 5 minutes per topic will be allowed for members of the public who are electors or residents in the Parish to address the Council in respect of items on this agenda as the council is legally only allowed to make decisions for topics on this agenda. Any other issues raised can be carried forward for response at a later date. After the public forum, please respect the fact that this is a meeting to conduct council business and interruptions during the rest of the meeting are not permitted, unless invited to contribute by the Chairman.

5. PLANNING

a) Applications as follows to be confirmed/discussed:

- P24/S1444/HH Two-storey front extension, two storey side/rear extension, single storey rear extension, new flat roof over the existing single storey elements and material alterations and fenestration alterations to the existing house at Chiltern House, 5 Plowden Park, Aston Rowant.
Respond by 1/Jun Extension granted to 14/June.
- P24/S1444/HH Amended Plans on above – received 30/May.
- P24/S0725/HH Amendment No.1 – Little Gables, The Green, Kingston Blount for: additional information received from forestry officer on 13 May 2024.
- P24/S1198/LDP Certificate of Lawful Development for: Erection of Oak-framed outbuilding replacement of existing at Icknield Place Aston Rowant Road, Aston Rowant.
FYI only
- P24/S0885/HH Amendment No.1 - The Malthouse, Church Lane, Aston Rowant for: Great Crested Newts mitigation and lighting strategy received 31 May 2024 at.
- P24/S1317/LB Amendment No.1 - Ferndale House, High Street, Kingston Blount.
Application form received 3 June 2024 omitting roof insulation and re-roofing works; as clarified by updated Heritage statement template received 31 May 2024 and applicant's email dated 03 Jun 24.

b) Decisions of S.O.D.C. as follows to be noted:

- P24/S1017/LDP Certificate Of Lawful Use Or Development granted for replacement of existing external windows and doors with uPVC double glazed units at The Old School House School Lane Aston Rowant .
- P24/S0725/HH Replacement shed and new greenhouse at Little Gables, The Green, Kingston Blount. GRANTED after additional information received from Forestry Officer.
- P24/S1198/LDP Certificate of Lawful Development for: Erection of Oak-framed outbuilding replacement of existing at Icknield Place Aston Rowant Road, Aston Rowant.
Certificate GRANTED 29/May.

c) **To consider any planning applications or decisions received since the agenda was issued:** None.

d) **Withdrawn Applications:** None.

e) **Applications Referred to SODC Planning Committee:** None.

f) **Planning Inspectorate Appeals:** None.

6. FINANCE

a) The following payments through bank @ 31/May (Costs include VAT):

	£	p
CLERK APRIL SALARY & HMRC/P.A.Y.E (re: Clerk April salary)		
CHINNOR VILLAGE CENTRE (2024/5 GRANT)	1000.00	
CHINNOR UNITED BENEFICE (2024/5 GRANT)	1000.00	
THAMES VALLEY AIR AMBULANCE (2024/25 GRANT)	250.00	
ADAM BERNSTEIN (Chairmans Allowance)	95.00	
SHIELD MAINTENANCE	72.79	
MK WATTS	420.00	
ELANCITY UK	201.29	
RIDGEWAY WOODLANDS	120.00	

b) Receipts as follows to be noted:		
	SSE – Annual Wayleave payment	10.00
c) The following payments to be approved (Costs include VAT):		
	CLERK APRIL SALARY & HMRC/P.A.Y.E (re: Clerk May salary)	
	THE CHILTERN SOCIETY – 2024/5 SUBSCRIPTION	30.00
	PT SERVICES	25.00
	AUDITING SOLUTIONS LTD	354.00
	DISCOVERY TIMBER PLAY	10,960.20
	ADAM BERNSTEIN (Reimburse Amazon Invoice - secure clips on Mobile SID)	5.99
	AKC PARISH NOTES	60.00
	MK WATTS	420.00
	T.LAMBOURNE (McAfee Anti-Virus renewal for Parish Laptop)	109.99
	DC Tree Care & Landscaping (Strimming Lanes APR)	360.00
	DC Tree Care & Landscaping (V/Hall undergrowth clearance)	504.00
	DC Tree Care & Landscaping (Strimming Lanes - JUN)	300.00

- d) **To approve:** payment of any invoices received after agenda publication.
- e) **To note:** Budget 2024/2025 – v2 (MAY).
- f) **To receive and note:** Internal Auditors report and note/action any recommendations.
- g) **To approve and sign-off:** 2023/4 Annual Governance Statement.
- h) **To approve and sign-off:** 2023/4 Accounting Statements.
- i) **To approve and sign-off:** 2023/4 Annual Governance and Accountability Review.
- j) **To Review, update and adopt:** Financial Regulations per, NALC revised template received Apr'24.
- k) **To ratify:** Transfers from Reserves to cover any invoices received.
- £25.00 from Play Area Reserve to cover invoice from PT Services.
 - £1.00 from Traffic Calming re: Elan City Invoice (transfer was £1.00 short last month).
 - £10,960.20 from Play Area Reserve to cover 30% deposit invoice to Discovery Timber Play.
 - £5.99 from Traffic Calming Reserve re: Amazon Invoice.
- l) **To Sign:** NS&I Account paperwork to add RFO as a signatory to enable receipt of annual statement.
- m) **The financial situation as at 31/May:**

Unity Current Account	5,812.69	
Unity Instant Access Savings (G/Reserve)	13,664.13	
Unity Instant Access Savings (E-M Reserves)	30,362.75	49,839.57
National Savings (2023 interest TBA)	11,613.86	61,453.43

n) **Reserves:**

General Reserve	£13,664.13
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Ear-Marked Reserves:

Elections Reserve	700
Play Area Reserve	11,502
Parish Notes Reserve	840
Trees, Footpaths & Environment (FAAG)	5,525
Village Hall Reserve	2,690
Hillwerke Trust	4,089
Traffic Calming	799
Neighbourhood Plan	4,217
Ear-Marked Reserves Total:	£30,362

7. **GENERAL MAINTENANCE** – SODC/BIFFA Deep Cleanse Aug'24. Define areas to be cleaned.

8. **HIGHWAYS AND TRAFFIC CALMING**

- To discuss and agree on a date for face-to-face site visit by new OCC Highway Engagement Team.
- To discuss and agree action for traffic speed and size up Kingston Hill.
- Proposal: purchase of new Speed Indicator Device (SID) at KB Crossroads, outbound towards M40, and payment options.

9. **PARISHIONER OF THE YEAR 2024** – To confirm results (not on agenda for May).

10. **PROVISION OF BENCHES IN PARISH** – to discuss and agree if proceeding, and financing options.

11. **DEFIBRILLATORS:** To discuss and agree in principle to proceed with potential new site in K/Blount (by the Cherry Tree BnB, or alternative site(s) and replacement for out of warranty units at V/Hall &
12. **PLAY AREA**
 - May update.
 - To ratify payment of the 30% deposit payment to Discovery Timber Play to secure commencement date of work at beginning of July – see 6c above.
13. **FOOTPATH AND AMENITIES GROUP:**
 - To discuss and agree Action (if any) on suspected herbicide use behind properties in Aston Rowant which is drifting onto plants, shrubs and trees in private gardens.
14. **HILLWERKE TRUST/VILLAGE HALL**
 - To discuss and agree the way forward on updating the lease with HRT, following discussions with their Solicitor & email received 4/May.
15. **CLERK'S REPORT/OUTSTANDING ACTIONS & CORRESPONDENCE RECEIVED**
16. **AGENDA ITEMS FOR next meeting - Deadline: 3 JULY**

DATE OF NEXT MEETING – Wednesday 10th July
IN ASTON ROWANT CHURCH



T Lambourne
Clerk to Aston Rowant Parish Council