

# ASTON ROWANT PARISH COUNCIL - AGENDA

The next meeting of the above Parish Council will be held on **Wednesday 14th May 2025 at 7:30pm**

**## IN ASTON ROWANT CHURCH ##**

## Summoned to be present:

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

1. ELECTION OF CHAIRMAN AND VICE CHAIRMAN FOR 2024-5
2. TO RECEIVE Acceptance of Office from Elected Chairman
3. APOLOGIES
4. DECLARATIONS OF INTEREST
5. CO-OPTION OF NEW COUNCILLOR
6. MINUTES TO APPROVE: minutes of the Parish Council meeting held on 9th April.
7. MATTERS ARISING:
8. OPEN FORUM: *If possible, please advise the Clerk by email 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.*

## 9. APPOINTMENTS TO PARISH AND OTHER ORGANISATIONS:

### Organisation

Neighbourhood Plan Sub-Committee  
Footpaths & Amenities Sub-Committee  
Hillwerke Trust Liaison **No Longer Needed**  
Planning Committee  
Chinnor Village Centre, Chinnor  
Aston Rowant School Liaison  
Highways  
General Maintenance

### Current / Previous Representative

No current PC representation.  
Cllr A.Bernstein and Cllr T.Hill  
Cllrs D Chaplin & J Hunt.  
All members.  
No current PC representation.  
Cllr. H.Birks.  
Cllr. M.Day.  
Cllr. T. Hill.

## 10. PLANNING – See attached Planning Report.

## 11. FOOTPATH & AMENITIES GROUP

- a) Thames Catchment Partnership project, update following meeting 27/March.

## 12. POLICY REVIEWS

- a) Risk Management
- b) Financial Regulations (further updates since agreed in April)
- c) Asset Register Updates

## 13. ASTON ROWANT CRICKET CLUB To discuss and agree any action following hire of field to Oxford Brookes University over Bank Holiday weekend (4,5 & 6/May).

## 14. TRAFFIC CALMING/HIGHWAYS:

- a) To discuss potential for more Traffic Calming on B4009 in AR and Brook Street in KB.
- b) To discuss recent events re: parking on the corner of Stert Road and Brook Street.

## 15. HILLWERKE TRUST/VILLAGE HALL: Update on search for new personnel and any action required.

## 16. FINANCE – See attached Finance Report, plus:

- a) **To Receive and Note/Action any recommendations therein:** Internal Auditor Report.
- b) **To approve and sign-off:** 2024/5 Annual Governance Statement.
- c) **To approve and sign-off:** 2024/5 Accounting Statements.
- d) **To approve and sign-off:** 2024/5 Annual Governance and Accountability Review
- e) **To note:** Budget 2025/2026 – v1 APR
- f) **To Agree in Principle:** Expenditure for electrical check on defibrillator by AR Church and for replacement pads per quote being obtained.
- g) **To Consider:** Review of internal Control y/e: 31/Mar.
- h) **To sign:** Paperwork to add councillor Chaplin as Bank Signatory.

## 17. CLERK'S REPORT/OUTSTANDING ACTIONS & CORRESPONDENCE RECEIVED

## 18. AGENDA ITEMS FOR next meeting - Deadline: 4/JUN.

**DATE OF NEXT MEETING – Wednesday 11th June 2025  
## IN ASTON ROWANT CHURCH ##**

**PLANNING REPORT FOR MAY 2025 MEETING**

**a) Applications as follows to be confirmed/discussed:**

P25/S0193/HH Amendment No. 2 for development work at 10 The Green Aston Rowant.  
Amended plans received 24 April 2025, Deadline 9/May (before our meeting).

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

P25/S0585/FUL Installation of new powder-coated metal bow-top fencing and entrance gates,  
reaching a maximum height of 1.8m along the boundary at Aston Rowant school.  
GRANTED.

**c) To consider any planning applications or decisions received since the agenda was issued**

**d) Withdrawn Applications: None**

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

**f) Planning Inspectorate Appeals: None**

**g) Information only: Applications in Neighbouring parishes (which may affect Aston Rowant):**

P23/S4262/FUL Full application for 111 residential dwellings including new highways, associated  
We have objected infrastructure, sustainable urban drainage systems, pumping stations, demolition  
twice previously. of agricultural buildings, green infrastructure and ancillary works (additional  
Information received 7 February, 20 March 2024 and 08 April 2025 and amended  
plans received 24 October 2024, 08 April 2025 and amended description to  
reduce number of dwellings 08 April 2025), on land N. of Oxford Road, Thame.

## FINANCE REPORT AS AT 30/APRIL 2025

		£ p
<b>a) <u>The following payments through bank</u> @ 30/Apr (Costs include VAT):</b>		
CLERK MARCH SALARY & HMRC/P.A.Y.E		
SHIELD MAINTENANCE		92.82
AKC PARISH NOTES (Apr/May Edition)		60.00
<b>c) <u>Receipts as follows to be noted:</u></b>		
SODC – 2025/6 Precept part 1		14,700.00
<b>d) <u>The following payments to be Approved and Paid</u></b>		
CLERK APRIL SALARY & HMRC/P.A.Y.E		
DM PAYROLL SERVICES		120.00
A.BERNSTEIN (Chairman's Allowance)		95.00
2025 GRANT TO ASTON ROWANT CHURCHYARD		1,000.00
2025 GRANT TO CHINNOR VILLAGE CENTRE		1,000.00
2025 GRANT TO TV AIR AMBULANCE		250.00
# NEW # GRANT TO St JOHN AMBULANCE		125.00
# NEW # GRANT TO OXFORDSHSIRE WILDLIFE TRUST		125.00
OALC (Training Course)		42.00
SHIELD MAINTENANCE		92.82
MK WATTS GROUNDSCARE		420.00
AUDITING SOLUTIONS		366.00

h) **To approve:** payment of any invoices received after agenda publication:

i) **The financial situation as at 30/April:**

Unity Current Account	23,376.86	
Unity Instant Access Savings (G/Reserve)	14,665.37	
Unity Instant Access Savings (E-M Reserves)	18,703.43	56,745.66
Nat.Savings (Closure pending)	11,821.08	<b>68,566.74</b>

j) **Reserves as at 30/April:**

**General Reserve** **£14,665**

**Ear-Marked Reserves:**

Elections Reserve	700
Play Area Reserve	10,994
Parish Notes Reserve	480
Trees, Footpaths & Environment FAAG)	1489
Village Hall Reserve	938
Traffic Calming	22
Neighbourhood Plan	4,217
<b>Ear-Marked Reserves Total:</b>	<b>18,703</b>

k) **To ratify:** Transfers to Reserves for 2025 top-up and from Reserves to cover invoices received:

- £ 400 to Elections Reserve.
- £ 2,000 to Village Hall Reserve.
- £ 250 to Parish Notes Reserve.
- £ 1,000 to Traffic Calming Reserve.
- £ 3,000 to Footpath and Amenities Group Reserve.
- £ 500 to Play Area Maintenance Reserve.



T Lambourne  
Clerk to Aston Rowant Parish Council