

ASTON ROWANT PARISH COUNCIL (ARPC)

MEETING: 12th March 2025 at 7:30 PM in Kingston Blount Village Hall

Present:

Cllrs. M.Day (MD) in the chair, T Hill (TH), H Hopwood (HH), J Hunt (JH).
Several members of the public (MOP) also attended.

Minutes:	Actions:
1 APOLOGIES: Cllrs Bernstein, Birks and Chaplin.	Noted/Accepted.
2 DECLARATIONS OF INTEREST: None	
3 MINUTES OF FEBRUARY PARISH COUNCIL MEETING: Approved.	<u>Clerk:</u> publish
4 MATTERS ARISING: None.	
OPEN FORUM: Topics raised as follows <ul style="list-style-type: none"> ➤ Upcoming event at AR Church to celebrate St Peter & St Paul “Feast Day” on 29 June. Seeking thoughts and ideas on format and any PC involvement. ➤ A parishioner spoke on planning item P25/S0585/FUL, to apologise for no prior discussion. The application was submitted centrally, and the school were supposed to have been advised so they could discuss with the parish first. See 6.3. ➤ Advised of the potential reactivation of the old Village Green Fete committee, interested in comments on point 1 above when discussed in detail. ➤ Query made on an expenditure item this month. See Finance section. 	Details and discussions to follow. Noted. Noted. See 10d below.
PLANNING: <ol style="list-style-type: none"> 1. Applications as follows to be confirmed/discussed: P25/S0403/HH Single-story new greenhouse within the existing rear garden and the adaptation of the existing boundary brick wall to reform an existing entrance and provide a new entrance and railings at Lower Farmhouse, Stert Road, Kingston Blount. NO OBJECTION/SUPPORT 2. Decisions of S.O.D.C. as follows: P24/S3981/LDP Proposed loft conversion with three rooflights & new air source heat pump at Chiltern House, 5 Plowden Park. AR. Certificate of lawful development GRANTED, 3. To consider applications or decisions received since the agenda was published: P25/S0585/FUL Installation of new powder-coated metal bow-top fencing and entrance gates, reaching a maximum height of 1.8m along the school boundary, at Aston Rowant School, School Lane. NO OBJECTION/SUPPORT 4. Withdrawn Applications: None. 5. Applications Referred to SODC Planning Committee: 6. Planning Inspectorate Appeals: None. 7. Applications in Neighbouring parishes (which may affect Aston Rowant): None. 	<u>Clerk:</u> respond to SODC. Noted. <u>Clerk:</u> respond to SODC.
FOOTPATH & AMENITIES GROUP: <ul style="list-style-type: none"> ➤ Diversion of footpath AR1. Original path went diagonally across from bottom of Pleck Lane to entrance onto field and footpath leading to the Lower Icknield Way. When the new Village Hall was built, it was moved to current location behind where the Play Area now is. FAAG seeking PC permission for Footpath Warden to discuss with OCC Countryside Officer to investigate possibility of moving it again to avoid annual complaints about overgrowing vegetation. Cost to be advised. Agreed 4/0. ➤ Thames Catchment Partnership project – preservation of endangered chalk streams feeding River Thame & Thames. Permission sought for FAAG Chair & Cllr Day to attend meeting on 27/Mar as PC representatives and then clarify what PC support would entail (including any costs). Agreed 4/0. ➤ To discuss and agree action for Spring Litter pick as FAAG Chair cannot organise or attend. Dates confirmed as 10/May in KB, due to Point-to-Point races on the Sunday and 11/May in AR. Cllr Hopwood to organise the Saturday & Cllr Hunt on the Sunday. 	<u>FAAG Chair & Footpath Warden:</u> to proceed and report back. <u>FAAG Chair & Cllr. Day</u> to report back in April. Noted. To be advised in all usual outlets.
TRAFFIC CALMING: To discuss & agree to request Farm Traffic Only sign in Church Lane. Recent spate of inappropriate vehicles using Church Lane as a turning point, or driving beyond the	<u>Clerk:</u> take forward with

	tarmacked road, or onto the bridleway. Agreed 4/0 for request to be made to OCC Highways/Countryside Officer for such a sign to be approved.	relevant OCC Departments.
9	<p>HILLWERKE TRUST/VILLAGE HALL:</p> <ul style="list-style-type: none"> ➤ Update on Lease amendment. No update or movement forward until HRT personnel established from June 2025. ➤ To discuss and agree any appropriate action following above update. See above. 	Clerk: ongoing agenda item until resolved.
10	<p>FINANCE: See Finance Report as at 28/February – attached below. All new payments approved for payment this month.</p> <ul style="list-style-type: none"> a) To note: Budget 2024/2025 – v11 (FEB). b) To Approve: MK Watts 2025 quote for grass-cutting at KB Playing Field - £175 per cut (as 2024). Approved 4/0 c) To sign: paperwork for new signatories on Unity Account (new signatories and existing, to confirm). Deferred again to April meeting in view of absences as minute 1 above. d) Query raised on expenditure of £36 for flyers to advise parishioners of planning application P25/S0193/HH, the second such expenditure in recent months. Cllr.Day explained that as time was of the essence with our response required before the next meeting (Feb) it could not be left to the Parish Notes or the website to advise parishioners in time, and was restricted to just AR residents as the previous leaflet drop in both villages only resulted in a couple of non-AR residents attending. It will not be an issue on every planning application. 	<p>Noted. Noted. Noted. Clerk: confirm to contractor. Noted. Noted.</p>
11	CLERK'S REPORT/OUTSTANDING ACTIONS & CORRESPONDENCE RECEIVED see below.	
12	<p>POTENTIAL AGENDA ITEMS FOR NEXT MEETING (Deadline: 2 April 2025):</p> <ul style="list-style-type: none"> ➤ Complete and submit paperwork to add two new bank signatories. ➤ River Thame Conservation Trust Chalk Streams project, update following attendance at meeting 27/March as above. ➤ Footpath to Lockdown Larder – reactivate request to OCC? Liaise with KB Farms. ➤ Outcome of query to Freddie van Mierlo MP on his raising the issue of FTTP Broadband in SODC area at Parliament. 	

FINANCE REPORT AS AT 28/FEBRUARY 2025

a) **The following payments through bank @ 31/Jan (Costs include VAT):** £ p

CLERK JANUARY SALARY & HMRC/P.A.Y.E (re: Clerk Jan salary)	
OALC, Rebook Preparing for Audit Course (advance video & Q & A session recording)	60.00
PLAYSAFETY LTD (Annual RoSPA Inspection)	420.00
DAN CUADRADO (DC Tree Care and Landscaping Services)	1,278.00
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COMMUNITY FIRST OXFORDSHIRE (2025/6 Subscription)	55.00
SHIELD MAINTENANCE	92.82
DISCOVERY TIMBER PLAY	1,656.00
AKC PARISH NOTES	60.00
MATTHEW DAY DESIGN (Fiveways Bridge Repair) Received after February meeting	1,920.00

b) **Receipts as follows to be noted:**

HMRC VAT RECLAIM 1/SEP – 31/DEC 2024	912.27
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c) **The following payments to be Approved and Paid**

CLERK FEBRUARY SALARY & HMRC/P.A.Y.E (re: Clerk Feb salary)	
THE PRINT SHOP (Reimburse Cllr Bernstein) *See query raised in 10d above.	36.00
OALC (2025 Subscription)	240.00
SHIELD MAINTENANCE	92.82
ELAN CITY UK	509.06
EQUALS MONEY CARD TOP-UP	154.33
O BRAKE	30.00

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

e) **The financial situation as at 31/January:**

Unity Current Account	8,703.92	
Unity Instant Access Savings (G/Reserve)	14,437.68	
Unity Instant Access Savings (E-M Reserves)	20,945.69	£44,087.29
Nat.Savings (<i>STILL awaiting Dec'24 Statement</i>)	11,703.72	£55,791.01

f) **Reserves as at 31/January:**

General Reserve **£14,437.68**

Ear-Marked Reserves:

Full breakdown to follow

Elections Reserve	700
Play Area Reserve	12,142
Parish Notes Reserve	640
Trees, Footpaths & Environment FAAG)	56
Village Hall Reserve	2,690
Hillwerke Trust	0
Traffic Calming	500
Neighbourhood Plan	4,217
Ear-Marked Reserves Total:	20,945

g) **To ratify:** Transfers to/from Reserves to cover invoices received, per Finance Report:

- £1,920.00 from E-MR (FAAG) to cover invoice to Matthew Day Design. TRANSFER MADE 17/FEB
- £468.00 from Current to E-MR (FAAG) on receipt of VAT reclaim.
- £25.79 from Current to E-MR (T/Calming) on receipt of VAT Reclaim.
- £11.80 from Current to E-MR (Play Area) on receipt of VAT Reclaim.
- £509.06 from E-MR (T/Calming) to Current to cover invoice to Elan City.
- £2,076.00 from E-MR to current to cover invoices from February (Discovery Timber Play & Play Safety). Transfer not made last month.
- £72.79 from E-MR (T/Calming) to current to cover items on Equals card.
- £30.00 from E-MR (T/Calming) to cover invoice to O.Brake.

ARPC - CLERK'S REPORT & CORRESPONDENCE RECEIVED

Item	Agenda?	Action
1. SODC - Housing investment and community support a key focus of South Oxfordshire's 2025-26 Budget	NO	Forwarded to Cllrs 14/Feb. To website & KBAR.
2. SODC -All the updates from the latest South Council meeting on Thursday 13/Feb	NO	Forwarded to Cllrs 18/Feb.
3. SODC – Feb edition of South News	NO	Forwarded to Cllrs 21/Feb.
4. SODC - Considers options for new unitary authority.	NO	Forwarded to Cllrs 24/Feb.
5. SODC/VWHDC - Councils offer help to bring empty homes into use to help meet local housing needs.	NO	Forwarded to Cllrs 25/Feb.
6. Community First Oxfordshire – February newsletter	NO	Forwarded to Cllrs 25/Feb.
7. From Freddie Van Mierlo MP office – response re: FTTP/Broadband issues.	NO	Forwarded to Cllrs 25/Feb.
8. Email from potential new resident in KB re: FTTP.	NO	Forwarded to Chairman for response.
9. SODC – Have your say on our Charity Collections Policy. Online consultation 26/Feb – 26/Mar	NO	Forwarded to Cllrs 26/Feb.
10. Thames Valley Police & Crime Commissioner – February 2025 Bulletin	NO	Forwarded to Cllrs 26/Feb.
11. SODC - Community groups to benefit from over £1.4 million grants this year	NO	Forwarded to Cllrs 28/Feb.
12. SODC - New plan to help power Oxfordshire using local renewable energy	NO	Forwarded to Cllrs 28/Feb.
13. Chilterns National Landscape – February update	NO	Forwarded to Cllrs 28/Feb.
14. OALC – February Update	NO	Forwarded to Cllrs 3/Mar.
15. SODC - New garden waste permit payment system rolls out this week.	NO	Forwarded to Cllrs 3/Mar. Reminder to website/KBAR.
16. OCC – February Update	NO	Forwarded to Cllrs 3/Mar.
17. SODC D/Cllrs March Report	NO	Forwarded to Cllrs 3/Mar.
18. SODC – Garden Waste Permit poster. More information and QR code to download and pay online.	NO	Forwarded to Cllrs 4/Mar. Reminder to website/KBAR.
19. Community 1st Oxon – invitation to Event –Rural Housing: the key to sustainable & thriving villages.	NO	Forwarded to Cllrs 6/Mar.
20. OCC – email re: Flood project funding – invitation for Expressions of Interest	NO	Forwarded to Cllrs 7/Mar.
21. Website contact 2 teenagers seeking permission to use a metal detector. Details needed to forward to local landowners	April?	Await reply before forwarding the email, or PC discussion if PC owned KB Field.
22. Play Area Committee update for March.	NO	Forwarded to Cllrs direct by KBPFCo Chair.