

ASTON ROWANT PARISH COUNCIL - AGENDA

The next meeting of the above Parish Council will be held on Wednesday 8th April 2026 at 7:30pm

IN ASTON ROWANT CHURCH

NOTE: Change of Venue for the summer months

Summoned to be present: Cllrs. S.Bain, A.Bernstein, D.Chaplin, M.Day, T.Hill, H.Hopwood and R.Payling.

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**
3. **MINUTES TO APPROVE:** minutes of the Parish Council meeting held on 11th March.
4. **MATTERS ARISING:** - Correction to February minutes (Finance Report) - no £570.00 transfer made from E-M Resv to cover D.Cuadrado Invoice 846, work was for PC General Maintenance, not FAAG.
5. **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.

6. **COUNCILLOR REPORTS**
 - District Councillors Report – Not available at Agenda publication date.
 - County Councillors Report – Not available at Agenda publication date.
 - Parish Councillor Reports on matters relating to specific projects/responsibilities - None.
7. **PLANNING** – No new applications received, or existing applications determined.
8. **2025/6 AUDIT PREPARATIONS:** To Note: receipt of audit instructions, and time line for actions.
 - Review of policies:
 - a) Climate Emergency
 - b) Risk Management
 - c) Death of Senior National Figure
 - d) Internal Controls
 - e) Retention of Documents & Records
 - f) Planning Procedures
 - Potential need for new Internal Auditor in the event previous firm do not contact as promised.
9. **HILLWERKE TRUST/VILLAGE HALL:** Update on finalisation of Lease Amendment negotiations.
10. **PLAY AREA** – To note - Reserve Account balance reconciled to KBPFCo records
11. **LITTER PICKER:** Update on any applications received.
12. **NEW DEFIBRILLATOR AT CHERRY TREE:**
 - To Note - £800 grant applied for from SODC – approved and payment imminent.
 - To confirm residue funding, liaison with Lessee on siting and installation.
13. **FINANCE** – See attached Finance Report, plus:
 - To note: Budget 2025/2026 – v12 MAR.
 - To approve: Community First Oxfordshire 2026 Membership - £55 (same as 2025).
 - To discuss/Approve: quotes from Greenbarnes for replacement noticeboard in Kingston Blount.
 - To approve: New draft councillor expenses policy, as amended following March meeting.
14. **CLERK'S REPORT/OUTSTANDING ACTIONS & CORRESPONDENCE.**
15. **AGENDA ITEMS FOR Annual Parish Council meeting in May- Deadline: 6/May/26.**

ANNUAL PARISH COUNCIL MEETING – Wednesday 13th May 2026

IN ASTON ROWANT CHURCH

FINANCE REPORT AS AT 31/MARCH 2026

	£	p
a) The following payments through bank @ 31/March (Costs include VAT):		
CLERK FEBRUARY SALARY & HMRC/P.A.Y.E (PLUS : Feb PAYE not processed)		
CLERK X/S HOURS (4.25h) FOR FEBRUARY -	67.24	
DAN CUADRADO (Invoice 852) per, item 24 on Parish Maintenance Tasks list	60.00	
DISCOVERY TIMBER PLAY (50% DEPOSIT FOR Phase 2)	6,636.00	
SHIELD MAINTENANCE	118.56	
SCRIBE (Starboard Systems)	42.00	
OXFORDSHIRE ASSOCIATION OF LOCAL COUNCILS (2026 Membership)	252.00	
OXFODSHIRE PLAYING FIELD ASSOCIATION (2026 Membership)	50.00	

b) **Receipts as follows to be noted:** None as at 30/March

c) **The following payments to be Approved and Paid**

CLERK MARCH SALARY & HMRC/P.A.Y.E	
GEOXPHERE (Parish Online Mapping)	45.00
COMMUNITY FIRST OXFORDSHIRE – 2026 Membership	55.00
SHIELD MAINTENANCE	118.56

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

e) **The financial situation as at 31/March:** No EOM financial info available by agenda publication date

Unity Current Account	TBA	
Unity Instant Access Savings (G/Reserve)	TBA	
Unity Instant Access Savings (E-M Reserves)	TBA	
	TBA	

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

General Reserve **£15,488.87**

Ear-Marked Reserves: No EOM financial info available by agenda publication date
Figures to be updated in minutes when available.

Int to G/Resv (after 24/5 y/e)	-137	
Elections Reserve	1,100	
Play Area Reserve	11,494	
Parish Notes Reserve	430	
Trees, Footpaths & Environment FAAG)	3613	
Village Hall Reserve	2,938	
Traffic Calming	-298	Replenish from VAT refund
Neighbourhood Plan	4,217	
Ex-NSI Acct Funds	11,858	
Ear-Marked Reserves Total:	35,215	

g) **To ratify:** Transfers to/from Reserves to cover invoices/interest received:

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T Lambourne, Clerk to Aston Rowant Parish Council