

ASTON ROWANT PARISH COUNCIL - AGENDA

The next meeting of the above Parish Council will be held on **Wednesday 11th March 2026 at 7:30pm**
IN KINGSTON BLOUNT VILLAGE HALL

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 February.
4. **MATTERS ARISING:**
 - Update on Potential Community Governance Review to incorporate Crowell into the parish.
 - Any update from C/Cllr on potential Traffic Advisory Committee & meeting with OCC from path to Oxford Tube bus stop(s)?
 - Potential replacement noticeboard in Kingston Blount and relocation.
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 – Forwarded to Councillors 2/March.
 - County Councillors Report – Forwarded to Councillors 2/March
 - Parish Councillor Reports on matters relating to specific projects/responsibilities - see FAAG, agenda 9, second item .
7. **PLANNING** - See attached Planning Report.
8. **2025/6 AUDIT PREPARATIONS – to ensure compliance with the new Assertion 10 for 2025/6**
 - To Approve - formulation and publication of a Website Accessibility Statement.
 - To Approve - formulation and publication of a Freedom of Information publication scheme.
 - To Approve – Compliance with new AGAR Assertion 10 Checklist.
9. **FOOTPATH & AMENITIES GROUP:**
 - To discuss & approve further proposal from OCC Countryside Access Legal to divert footpath AR? Around KB playing field.
 - Report, in conjunction with Clerk, into Contractor Hours and Invoicing.
 - Potential repairs to footpaths on Aston Green, and permissive Crowell path due to weather.
10. **HILLWERKE TRUST/VILLAGE HALL:** Update on finalisation of Lease Amendment negotiations.
11. **PLAY AREA**
 - **To Note:** Further to agenda point 9, contractor instructed to go ahead with zip-wire installation.
 - **To discuss/approve:** new spring-loaded closure for Play Area gate plus contractor to fit.
 - **To consider:** a robust alternative to above if not appropriate.
12. **LITTER PICKER:** To agree new advert and get new local litter picker in place in time for Summer.
13. **FINANCE – See attached Finance Report, plus:**
 - **To note:** Budget 2025/2026 – v11 FEB.
 - **To approve:** MK Watts 2026 quote 2026 - £180 +VAT per fortnight (inc. by £5 on 2025 rate).
 - **To approve:** New draft councillor expenses policy.
14. **CLERK'S REPORT/OUTSTANDING ACTIONS & CORRESPONDENCE.**
15. **AGENDA ITEMS FOR April meeting - Deadline: 1/Apr/26.**

DATE OF NEXT MEETING – Wednesday 8th April 2026
IN ASTON ROWANT CHURCH

PLANNING REPORT FOR FEBRUARY 2026 MEETING

a) **Applications as follows to be confirmed/discussed:** None

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

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

g) **Information only:** Applications in Neighbouring parishes (which may affect Aston Rowant): None.

FINANCE REPORT AS AT 28/FEBRUARY 2026

a) The following payments through bank @ 28/February (Costs include VAT):	£	p
CLERK JANUARY SALARY & HMRC/P.A.Y.E		
DAN CUADRADO (Invoice) 846	570.00	
DAN CUADRADO (Invoice) 847	228.00	
SHIELD MAINTENANCE	118.56	
SCRIBE (Starboard Systems)	42.00	
AKC PARISH NOTES	60.00	
BUCKS ELECTRICAL SOLUTIONS	30.00	

b) Receipts as follows to be noted:		
HMRC – VAT Reclaim to 31/Dec	2,908.30	
KB Park Fund-Raising Committee (residue of funds raised)	492.76	

c) The following payments to be Approved and Paid		
CLERK FEBRUARY SALARY & HMRC/P.A.Y.E (PLUS: Feb PAYE not processed)		
CLERK X/S HOURS (4.25h) FOR FEBRUARY - To be paid, not c/f, due to Financial Y/End)	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	

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

e) The financial situation as at 28/February:		
Unity Current Account	20,453.17	
Unity Instant Access Savings (G/Reserve)	15,488.87	
Unity Instant Access Savings (E-M Reserves)	35,214.91	
	71,156.95	

f) **Reserves as at 28/February:**

General Reserve	£15,488.87
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Ear-Marked Reserves:

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
Neighbourhood Plan	4,217
Ex-NSI Acct Funds	11,858
Ear-Marked Reserves Total:	35,215

Replenish from VAT refund

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

- £518.57 Current to E-MR (FAAG) from VAT Reclaim.
- £298.00 Current to E-MR (T/Calming) from VAT Reclaim.
- £346.00 Current to E-MR (Play Area) from VAT Reclaim.
- £492.76 Current to E-MR (Play Area) Residue of Funds Raising
- £6,636.00 E-MR to Current (to cover Discovery Timber Play invoice).

T. Lambourne

T Lambourne, Clerk to Aston Rowant Parish Council