

# ASTON ROWANT PARISH COUNCIL - AGENDA

The Annual Meeting of the above Parish Council will be held on **Wednesday 13th May 2026 at 7:30pm**

## ## IN ASTON ROWANT CHURCH ##

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

1. **APOLOGIES**
2. **ELECTION OF CHAIR / VICE-CHAIR FOR 2026-7**
3. **DECLARATIONS OF INTEREST**
4. **MINUTES TO APPROVE:** minutes of the Parish Council meeting held on 8th April.
5. **MATTERS ARISING**
6. **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.*

### 7. **APPOINTMENTS TO PARISH AND OTHER ORGANISATIONS:**

<u>Organisation</u>	<u>Current / Previous Representative</u>
Neighbourhood Plan Sub-Committee	No current PC representation.
Footpaths & Amenities Sub-Committee	Cllr A.Bernstein and Cllr T.Hill
Hillwerke Trust Liaison	Cllr D Chaplin.
Planning Committee	All members.
Chinnor Village Centre, Chinnor	No current PC representation.
Aston Rowant School Liaison	No current PC representation.
Highways	Cllr. M.Day.
General Maintenance	Cllr. T. Hill.

### 8. **COUNCILLOR REPORTS**

- District Councillors Report – Received and forwarded to Councillors 27/Apr.
- County Councillors Report – Received and forwarded to Councillors 2/May.
- County Councillors Annual Report – Received and forwarded to Councillors 6/May.

### 9. **PLANNING** – See attached Planning Report, plus:

- To discuss and agree potential action on new fence on The Green in Kingston Blount.
- To discuss and agree any action needed re: new CCTV Pole at Aston Rowant Cricket Club.

### 10. **FOOTPATH & AMENITIES GROUP**

- To discuss agree action on quote for replacing/repairing posts for the map display in Church Lane.

### 11. **2025/6 AUDIT PREPARATIONS:**

- Internal Audit undertaken 13/May. To receive report and recommendations (if available yet).
- To approve and sign-off: 2025/6 Annual Governance Statement.
- To approve and sign-off: 2025/6 Accounting Statements.
- To approve and sign-off: 2025/6 Annual Governance and Accountability Review.

### 12. **TRAFFIC CALMING:**

- Update on call for Community Speedwatch volunteers.
- Update from inaugural Traffic Advisory Committee meeting on 27/April.

### 13. **PLAY AREA:**

- Tranche 2 of SODC grant applied for 20/Apr, confirmation of payment being raised for 8/May.
- To discuss issues raised by RoSPA post-installation inspection report for the Zip-Wire.

### 14. **LITTER PICKER:** To consider all applications received and appoint new person.

### 15. **NEW DEFIBRILLATOR AT CHERRY TREE:**

- To confirm receipt of written agreement from owner to site new unit at this location.
- To consider updated quotes and discuss and confirm finance shortfall between grant and quote(s).

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

- To note: Budget 2026/2027 – v1 APR.
- To discuss/Approve: quotes from Greenbarnes for replacement noticeboard in Kingston Blount.

- To discuss “spare” £250 Grant allowance and agree – new grant to Home Start South Oxon, or stay with St John Ambulance/Oxfordshire Wildlife Trust (£125 each) as last year.

**17. PERSONNEL AND STAFF - PRIVACY AND SAFETY:**

- To discuss and agree on legalities & practicalities of **not** publishing staff and councillor personal information on ARPC or SODC websites but to still maintain approachability for the public to contact the council.
- To discuss and agree alternative “official” address for council correspondence.

**18. CLERK’S REPORT/OUTSTANDING ACTIONS & CORRESPONDENCE.**

**19. AGENDA ITEMS FOR June Parish Council meeting - Deadline: 3/Jun/26.**

## PLANNING REPORT FOR MAY 2026 MEETING

- a) **Applications as follows to be confirmed/discussed:** None.
- b) **Decisions of S.O.D.C. as follows to be noted:**  
 P26/S0567/TPO P26/S0567/TPO - removal of dangerous & diseased cedar tree (T22 of TPO: 09S60) at 11 Aston Park, Aston Rowant. GRANTED with replacement conditions.
- 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 30/APRIL 2026**

a) <b><u>The following payments through bank</u></b> @ 30/Apr (Costs include VAT):	£ p
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
LIGHTFOOTS SOLICITORS	1,134.40
SCRIBE (Starboard Systems)	42.00
MK WATTS	216.00
DM PAYROLL SERVICES	144.00
PARISH NOTES (May/Jun Edition)	60.00
b) <b><u>Receipts as follows to be noted:</u></b>	
SSEN – Annual Wayleaves Payment	10.00
SODC – Councillors’ grant (£400 each) for new defibrillator at Cherry Tree	800.00
SODC – 2026/7 Precept part 1	14,700.00
c) <b><u>The following payments to be Approved and Paid</u></b>	
CLERK APRIL SALARY & HMRC/P.A.Y.E	
DISCOVERY TIMBER PLAY (Final 50% for Zip-Wire)	6,636.00
SHIELD MAINTENANCE	118.56
PLAY SAFETY LTD	504.00
MK WATTS	432.00
SCRIBE (Starboard Systems)	42.00
2026 GRANT TO ASTON ROWANT CHURCH	1,000.00
2026 GRANT TO CHINNOR VILLAGE CENTRE	1,000.00
2026 GRANT TO THAMES VALLEY AIR AMBULANCE	250.00

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

e) **The financial situation as at 30/Apr:**

Unity Current Account	£30,575.60
Unity Instant Access Savings (G/Reserve)	£15,744.62
Unity Instant Access Savings (E-M Reserves)	£30,174.24
	<b>£76,494.46</b>

f) **Reserves as at 30/Apr:**

**General Reserve** **£15,744.62**

**Ear-Marked Reserves:**

Int to G/Resv (after 25/6 y/e)	TBC	To be confirmed once 2025/6 Internal Audit has been Completed and the 2026/7 Financial year commenced.
Elections Reserve	TBC	
Play Area Reserve	TBC	
Parish Notes Reserve	TBC	
Trees, Footpaths & Environment FAAG)	TBC	
Village Hall Reserve	TBC	
Traffic Calming	TBC	
Neighbourhood Plan	TBC	
Ex-NSI Acct Funds	TBC	
<b>Ear-Marked Reserves Total:</b>	<b>30,174</b>	

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

- £400 to E-M Reserves (Elections Reserve).
- £2,000 to E-M Reserves (Village Hall Maintenance Reserve).
- £500 to E-M Reserves (Parish Notes Reserve).
- £3,500 to E-M Reserves (Traffic Calming Reserve).
- £3,000 to E-M Reserves (FAAG Reserve).
- £6,636 from E-M Reserves (Play Area) to cover invoice to Discovery Timber Play.
- £504 from E-M Reserves (Play Area) to cover invoice to Play Safety.
- £1,134.40 from E-M Reserves (Play Area) to cover Lightfoots Invoice.

**NEXT PARISH COUNCIL MEETING – Wednesday 10th June 2026**

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



T Lambourne, Clerk to Aston Rowant Parish Council