

**ASTON ROWANT PARISH COUNCIL MEETING**  
**10th June 2026 at 7:30 PM in Aston Rowant Church**

**Present:**

- Cllrs: S.Bain, D.Chaplin, M.Day, T.Hill, H.Hopwood and R.Payling.
- D/Cllr Sadler and C/Cllr Heritage.

**Minutes:**

**Actions:**

1	<b>APOLOGIES:</b> Cllr. A Bernstein. <b>ELECTION OF CHAIR FOR MEETING:</b> Cllrs Day proposed, seconded & agreed 5/0	Noted.
2	<b>DECLARATIONS OF INTEREST:</b> None	Noted
3	<b>MINUTES MAY PARISH COUNCIL MEETING:</b> Approved.	<b>Clerk:</b> publish
4	<b>MATTERS ARISING:</b> None.	
5	<b>OPEN FORUM:</b> <ul style="list-style-type: none"> <li>➤ D/Cllr Sadler spoke about proposed anti-flooding measures discussed with OCC Engineer Carl Stallwood &amp; Cllr Bain for culvert &amp; ditch by AR Chicane on the B4009. 3 Quotes required (1 already obtained) we need to find two others, with appropriate equipment. Potential to be packaged together with other local projects to get funding through OCC.</li> <li>➤ Query raised with C/Cllr Heritage re: update on ongoing discussions for path to Lewknor Turn bus stops. No budget available but, again, there is potential for inclusion within a scheme in Watlington to extend pathway to the A40 where a budget is already agreed.</li> <li>➤ Cllrs Chaplin and Bernstein and a Plowden Park resident went to the meeting at the school where the Library application was discussed. New application incoming to swap existing sheds with original location for the library following SODC Tree Officer comments on proximity. Not received by meeting date, so cannot consider response until received.</li> <li>➤ Fence installed at property on KB Green – no update from KB Estate Land Agent. It was resolved to chase for further comments, but if no further forward the PC to write to occupants requesting it's removal, and referral to SODC enforcement if not achieved.</li> </ul>	<b>Clerk/Cllr Bain:</b> liaise to obtain quotes.  Noted.  <b>Clerk/Chair:</b> follow up & liaise with SODC.
6	<b>COUNCILLOR REPORTS:</b> <ul style="list-style-type: none"> <li>➤ District &amp; County Councillor monthly reports shared with Cllrs on receipt.</li> <li>➤ District &amp; County Councillor Annual Reports also shared with Cllrs on receipt.</li> </ul>	
7	<b>PLANNING:</b> See Planning report attached to these minutes.	
8	<b>2025/6 AUDIT:</b> <ul style="list-style-type: none"> <li>➤ To receive Internal Audit report and recommendations.</li> <li>➤ To approve and sign-off: 2025/6 Annual Governance Statement.</li> <li>➤ To approve and sign-off: 2025/6 Accounting Statements.</li> <li>➤ To approve and sign-off: 2025/6 Annual Governance and Accountability Review.</li> </ul>	Noted. All approved & signed-off. <b>Clerk:</b> submit.
9	<b>LITTER PICKER:</b> Update on work permit for new picker. ARPC & Parental consent sections completed, to be submitted to OCC to take forward with Lord Williams School.	<b>Clerk:</b> Liaise with OCC to achieve.
10	<b>NEW DEFIBRILLATOR AT CHERRY TREE:</b> Pro-Forma invoice received and included in this months payments as in finance section. Delivery to be after Cllr Bernstein returns from Annual Leave, installation to be discussed with Cherry Tree thereafter.	<b>Cllr Bernstein:</b> to take forward on receipt of unit.
11	<b>TRAFFIC CALMING:</b> To discuss and agree if the PC would consider a "quiet lane" in the parish. Long discussion with various contrasting opinions, but ultimately it was resolved 6/0 to explore the option on Kingston Hill after input from C/Cllr Heritage. No commitment to proceed if OCC consider inappropriate, and full public consultation to take place beforehand.	<b>Clerk/Cllr Day:</b> to liaise and put submission together.
12	<b>FINANCE – See attached Finance Report, plus:</b> <ul style="list-style-type: none"> <li>➤ To note: Budget 2026/2027 – v1 APR &amp; v2 MAY.</li> <li>➤ To approve a postbox at the V/Hall and record 10 Bakers Piece as the Council's official address. 2 options presented – it was resolved to pursue combination lock over key entry so all councillors &amp; Clerk have access rather than just 2 key-holders.</li> </ul>	Noted. <b>Clerk:</b> Order & arrange installation.
13	<b>CLERK'S REPORT/CORRESPONDENCE RECEIVED</b> See report attached to these minutes.	
14	<b>POTENTIAL AGENDA ITEMS FOR next meeting - Deadline: 1/Jul.</b> <ul style="list-style-type: none"> <li>➤ Community Speedwatch.</li> <li>➤ Any matters for discussion at first Traffic Advisory Committee on 13/Jul</li> <li>➤ Postbox at Village Hall for official PC address.</li> </ul>	<b>Clerk:</b> ensure all necessary items on July agenda.

**DATE OF NEXT MEETING: Wednesday 9th September 2026**  
**## IN ASTON ROWANT CHURCH ##**

**NOTE: There is no meeting in August**

**PLANNING REPORT FOR JUNE 2026 MEETING**

- a) **New applications as follows to be confirmed/discussed:** None.
- b) **Decisions of S.O.D.C. as follows to be noted:** None
- 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 111 homes at Land North of Oxford Road, Thame – GRANTED (after five rounds of amendments & a reduced number of homes from 154 to 111). TTC originally objected, but felt able to support the amendments in Dec'25, while making comments regarding the Haddenham-Thame active travel.

**FINANCE REPORT AS AT 31/MAY 2026**

	£	p
a) <b>The following payments through bank @ 31/May (Costs include VAT):</b>		
CLERK APRIL SALARY & HMRC/P.A.Y.E		
DISCOVERY TIMBER PLAY	6,636.00	
SHIELD MAINTENANCE	118.56	
PLAY SAFETY LTD	504.00	
MK WATTS	432.00	
SCRIBE (Starboard Systems)	42.00	
CHINNOR VILLAGE CENTRE	1,000.00	
CHINNOR UNITED BENEFICE	1,000.00	
T/VALLEY AIR AMBULANCE (Not debited until 1/Jun)	500.00	
b) <b>Receipts as follows to be noted:</b>		
SODC – Tranche 2 of Play Area Grant	10,157.00	
c) <b>The following payments to be Approved and Paid</b>		
CLERK MAY SALARY & HMRC/P.A.Y.E		
CHAIRMANS ALLOWANCE 2026	125.00	
AUDITING SOLUTIONS	378.00	
DAN CUADRADO	420.00	
THE CHILTERN SOCIETY	30.00	
SHIELD MAINTENANCE	118.56	
MK WATTS	216.00	
COMPLETE WEED CONTROL (Prysebros)	336.00	
McAFEE ANTIVIRUS (reimburse Clerk)	114.99	
McAFEE PC OPTIMSER (reimburse Clerk)	49.99	
SCRIBE (Starboard Systems)	42.00	
TURTLE MEDICAL	1,560.00	

AKC PARISH NOTES	60.00
EQUALS MONEY CARD	468.24
MICROSOFT 365 SUBSCRIPTION (reimburse Clerk)	104.99

d) **The financial situation as at 31/May:**

Unity Current Account	£29,248.84
Unity Instant Access Savings (G/Reserve)	£15,744.62
Unity Instant Access Savings (E-M Reserves)	£31,300.24
	<b>£76,293.70</b>

e) **Reserves as at 31/May:**

**General Reserve** **£15,744.62**

**Ear-Marked Reserves:** Figures to be updated when available.

Int to G/Resv (after 24/5 y/e)	TBC	
Elections Reserve	1,500	£400 top-up
Play Area Reserve	TBC	
Parish Notes Reserve	930	£500 top-up
Trees, Footpaths & Environment FAAG)	TBC	£3,000 top-up
Village Hall Reserve	4,938	£2,000 top-up
Traffic Calming	TBC	£3,500 top-up
Neighbourhood Plan	4,217	
Ex-NSI Acct Funds	11,858	
<b>Ear-Marked Reserves Total:</b>	<b>31.300</b>	

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

- £60.00 from E-MR to Current for Parish Notes Invoice.
- £945.30 from E-MR (Play Area) to cover last month's invoice to Lightfoots (Lease amendment).

DRAFT