



	<i>It was resolved to approve - 6/0, but another potentially cheaper volunteer has also since Come forward. Full discussion on agenda for FAAG meeting on Monday 18/May.</i>	<i>Full discussion at FAAG meeting.</i>
11	<b>2025/6 AUDIT:</b> <i>Internal Audit report not completed and returned to Clerk by meeting day so entire Audit section deferred until June meeting.</i>	<b>Clerk:</b> <i>June agenda.</i>
12	<b>TRAFFIC CALMING:</b> <ul style="list-style-type: none"> <li>➤ <i>Update on Community Speedwatch volunteers – now stands at three volunteers, need a minimum of four. Efforts to get more volunteers to continue.</i></li> <li>➤ <i>Update on inaugural Traffic Advisory Committee meeting for Chinnor and villages. Cllr Bain attended on 27/Apr where constitution and Terms of Reference were decided. Meetings to be x 4 PA - first meeting 13/July @ 1PM in Chinnor Community Pavilion.</i></li> </ul>	<b>Clerk/Chair –</b> <i>revisit in June.</i>  <i>Noted.</i>
13	<b>PLAY AREA:</b> <ul style="list-style-type: none"> <li>➤ <i>RoSPA report following zip-wire installation highlighted a couple of minor issues which have now been fixed by the contractor.</i></li> <li>➤ <i>Second tranche of SODC grant confirmed for credit on 15/May - £10,157.</i></li> </ul>	<i>Noted.</i> <i>Noted.</i>
14	<b>LITTER PICKER:</b> <i>Five applications received. Discussion held and one candidate chosen. Clerk to advise unsuccessful candidates and seek confirmation that their details can be kept on file for future (under GFDPR rules). Successful candidate to be advised and OCC work permit to be put in place ASAP.</i>	<b>Clerk:</b> <i>actions as described.</i>
15	<b>NEW DEFIBRILLATOR AT CHERRY TREE:</b> <ul style="list-style-type: none"> <li>➤ <i>Written confirmation (email) received from Cherry Tree to allow siting on property.</i></li> <li>➤ <i>2 quotes obtained for new unit, cabinet and consumables – It was resolved 6/0 to accept quote from Turtle Engineering (whom we have used before).</i></li> </ul>	<i>Noted.</i> <b>Clerk:</b> <i>organise order &amp; delivery</i>
16	<b>FINANCE:</b> <i>See finance report, attached to these minutes. PLUS:</i> <ul style="list-style-type: none"> <li>➤ <b>To note:</b> <i>(per, April minutes - Budget 2025/2026 – v12 MAR now completed and will be available on website shortly.</i></li> <li>➤ <i>Per, April minute 13 – 2 new quotes obtained for a single lockable noticeboard – 4 x A4 and 6 x A4 sizes. With lengthy agenda/minutes to be displayed, it was resolved to proceed with the 6 x A4 size board. 2 councillors will oversee installation themselves.</i></li> <li>➤ <i>No additional requests for funding this year, so it was resolved 6/0 to utilize the “spare” £250 to increase the grant to Thames Valley Air Ambulance to £500 to partially mitigate the recent increases in fuel costs.</i></li> </ul>	<b>Clerk:</b> <i>ensure uploaded.</i>  <b>Clerk:</b> <i>arrange order &amp; delivery.</i> <b>Clerk:</b> <i>amend payment on bank for authorisation.</i>
17	<b>PERSONNEL AND STAFF - PRIVACY AND SAFETY:</b> <ul style="list-style-type: none"> <li>➤ <i>Re: publication of staff and councillor personal information on ARPC or SODC websites Since agenda publication it has been confirmed section 65 of the English Devolution and Community Empowerment Act 2026 has removed the requirement for councillor home addresses to be published. A new section (s.32a) of the Localism Act 2011 states that “the address is still required to be declared and held by the council to prevent any conflict of interest”, but removes the need for it to be published.</i></li> <li>➤ <i>On the back of this, a discussion was held as to agreeing an alternative “official” address for council correspondence, rather than the Clerk’s home address (which is only used as the PC do not have an official office). It was resolved 6/0 to investigate a lockable post box to be sited at the Village Hall &amp; change the PC address to the same.</i></li> </ul>	<i>Noted.</i> <i>SODC website has already been updated in the respect.</i>  <b>Clerk:</b> <i>investigate and report back to June meeting for decision.</i>
18	<b>CLERK’S REPORT/CORRESPONDENCE RECEIVED</b> <i>See report attached to these minutes.</i>	
19	<b>POTENTIAL AGENDA ITEMS FOR next meeting - Deadline: 3/Jun.</b> <ul style="list-style-type: none"> <li>➤ <i>2025/6 Audit – completion and sign-off.</i></li> <li>➤ <i>Revisit planning application P26/S1041/HH to allow applicants to attend &amp; discuss.</i></li> <li>➤ <i>Community Speedwatch Volunteers.</i></li> <li>➤ <i>Postbox at Village Hall for official PC address.</i></li> </ul>	<b>Clerk:</b> <i>ensure all necessary items on June agenda.</i>

**DATE OF NEXT MEETING: Wednesday 10th June 2026**

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

## **PLANNING REPORT FOR MAY 2026 MEETING**

- a) **New applications as follows to be confirmed/discussed:** None received by agenda publication.
- c) **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.
- d) **To consider any planning applications or decisions received since the agenda was issued:**  
P26/S1041/HH      Single Storey infill extension, garage conversion, first floor extension and alterations at Chiltern Cottage, The Green KB.  
It was resolved, by 4 votes to 2, to OBJECT on the grounds that it was considered to be an over-development of a property in a conservation area and after receiving concerns from neighbours as to available parking if garage is re-purposed.
- 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

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<b>a) <u>The following payments through bank @ 30/April (Costs include VAT):</u></b>	
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	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
<b>c) <u>The following payments to be Noted/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 * See minute 16	500.00

d) **To approve:** payment of any invoices received after agenda publication – None.

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

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/April:**

<b>General Reserve</b>	<b>£15,744.62</b>
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**Ear-Marked Reserves:** Total as above - breakdowns to be confirmed once 2025/6 Internal Audit has been completed and the 2026/7 Financial year commenced.

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.

# ARPC - CLERK'S REPORT & CORRESPONDENCE RECEIVED

## (for May 13th 2026 Meeting)

Item	Decision Required	Action to be Taken	
1.	SODC - Join the Conversation. Review of Off-Street Parking Orders, consultation 9/Apr-10/May	NO	Forwarded to Cllrs 10/Apr
2.	BRTA Oxford Forum - re-railing Britain (including details of Oxford - Thame - P.Risborough line)	NO	Forwarded to Cllrs 10/Apr
3.	SODC - Media release - Extra garden waste collection for permit holders this April.	NO	Forwarded to Cllrs 14/Apr. To website & KBAR.
4.	Email re: ARCC summer fundraiser "Electric Hills" seeking permission to put up posters to advertise.	NO	Forwarded to Cllrs 14/Apr
5.	Notification from Auditing Solutions that our Internal Audit will take place on 13/May	NO	Forwarded to Cllrs 15/Apr
6.	OCC – TTRO covering closure of road through Sydenham 8/Jul 9:30-15:30 for BT Openreach work	NO	Forwarded to Cllrs 15/Apr
7.	Didcot Town Council - Outdoor Services Open Day, 8/Jul, 11-3pm "Save the Date" details to follow.	NO	Forwarded to Cllrs 15/Apr
8.	Chinnor PC – update on Traffic Advisory Committee inaugural meeting – 4 dates available to respond to.	NO	Forwarded to Cllrs 15/Apr
9.	Lightfoots Solicitors, completed on the Deed of Surrender re: Play Area. Original retained by them.	NO	Forwarded to Cllrs 16/Apr
10.	SODC Planning Policy – update on changes to the Basic Conditions and legal compliance requirements for neighbourhood plans	NO	Forwarded to Cllrs 16/Apr
11.	Oxfordshire County Council community transport grants 2026-27: Applications invited	NO	Forwarded to Cllrs 16/Apr
12.	Email from Freddie van Mierlo, MP – letter to Prime Minister re: Thames Water (accountability)	NO	Forwarded to Cllrs 20/Apr
13.	Police & Crime Commissioner – April update.	NO	Forwarded to Cllrs 21/Apr
14.	Chilterns National Landscape – information on New Deer Management Hub for the Chilterns	NO	Forwarded to Cllrs 21/Apr
15.	SODC - Summer season preparations underway at Riverside, Wallingford. Open to visitors on 23 May	NO	Forwarded to Cllrs 24/Apr
16.	"South News" April	NO	Forwarded to Cllrs 24/Apr
17.	SODC - Extra funding for our Local Wildlife Sites at Waterstock Mill & Letcombe cress beds	NO	Forwarded to Cllrs 24/Apr
18.	SODC – slides, demos and recording of Teams seminar re: changes to S&V Planning Process/Portal	YES	Forwarded to Cllrs 24/Apr
19.	SODC - Stories of arrival and belonging brought to life in Artweeks Takeover at Cornerstone, Didcot	NO	Forwarded to Cllrs 28/Apr
20.	OCC - Support and information for your communities	NO	Forwarded to Cllrs 29/Apr
21.	SODC Media Release - tell us what you think of our waste and street cleaning services.	NO	Forwarded to Cllrs 6/May

22.	Chilterns National Landscape – April Newsletter	NO	Forwarded to Cllrs 6/May
23.	Email, Bulleys Ground Maintenance (RG42) expand into Oxon. They do verge cutting may be interested.	YES	Forwarded to Cllrs 6/May
24.	County Councillor Georgina Heritage – Annual Report for 2025/6	NO	Forwarded to Cllrs 6/May
25.	TTRO (T17669) for closure of B480 between Cuxham & Watlington from 24-27/June.	NO	Forwarded to Cllrs 6/May. Diary for Website/KBAR.
26.	TTRO (T17926) for closure of Station Road, Chinnor between 29/Jun – 3/Jul	NO	Forwarded to Cllrs 6/May. Diary for Website/KBAR.
27.	Chinnor Area Traffic Advisory Committee – notes from inaugural meeting & draft Terms of Reference.	NO	Forwarded to Cllrs 7/May

### **Received after Agenda Publication**

1.	SODC - Councils' new residential waste collection contract announced, with BIFFA for another 8y	NO	Forwarded to Cllrs 11/May
2.	SODC - Councils invite community groups to help nature recovery on their land	NO	Forwarded to Cllrs 11/May
3.	PSTN landline switch-off checklist – a free resource for your residents	NO	Forwarded to Cllrs 12/May. Website/KBAR for info.
4.	Have your say on our plan to connect food producers to food providers in South Oxfordshire, survey link	NO	Forwarded to Cllrs 12/May