

ASTON ROWANT PARISH COUNCIL MEETING

9th September 2026 at 7:30 PM in Aston Rowant Church

Present:

- Cllrs: S.Bain, D.Chaplin, M.Day, T.Hill, H.Hopwood, R.Payling and A Bernstein (in the chair).
- C/Cllr G Heritage & D/Cllr Gordon-Creed.

Minutes:

Actions:

1	APOLOGIES: Cllr. Hill (work), and Clerk (illness)	Noted.
2	DECLARATIONS OF INTEREST: None	Noted
3	MINUTES OF JULY PARISH COUNCIL MEETING: Approved.	<u>Clerk:</u> publish
4	MATTERS ARISING: None.	
5	OPEN FORUM: ➤ MOP expanded on a letter sent to the PC re: traffic on K/Hill. Irrespective of outcome on Quiet Lane proposal, some action is needed to either reduce speed or separate traffic from walkers/riders/cyclists. See also minute 6. ➤ MOP spoke about the fence on KB Green – see minute 7. ➤ Mention was made of a broken grille surrounding a gas boiler outlet on the cross-village lane leading from the High St, to the back of the Old Shoulder properties.	<u>Chair:</u> to write to homeowners.
6	COUNCILLOR REPORTS: District & County Councillor monthly reports (shared on receipt) C/Cllr Heritage advised: ➤ Priority grant funding is still open until November and currently under-used. ➤ Local Govt. Reorganisation has been paused until at least 2028 – a comprehensive review is needed of the rushed process & could bring a better result in the long term. ➤ 2027 election will therefore be to elect new SODC Councillors (and PCs in this area) ➤ Quiet Lanes – nothing heard from OCC since initial request – we should get some engagement from OCC in the coming weeks. ➤ Path to Lewknor bus-stops – still being worked on in conjunction with OCC contact.	
7	PLANNING: See Planning report attached to these minutes, plus: Discussion on the fence erected at 1 The Green, KB. The KB Estate own the Green, but are not minded to take action. MOP advised an internet search shows that the PC own the Green which is untrue. The sliver of land where the fence is, is currently unregistered so open to being claimed by householder, or the PC, or KB Estate. Possibility of PC claiming it & then enforcing fence issue – Land Registry search will cost £40 to get the title registers for the area.	<u>Chair/Clerk:</u> investigate &/or obtain relevant titles and possibility of registering in PC name.
8	CONTINUITY PLANNING: To ascertain if anyone is thinking of standing down as a councillor and a run through of procedures for an election: 7 or less candidates - elected without a poll. 8+ candidates, a full ballot paper and poll, last occurred in 2016. We are charged for both - c.£200 for no poll, could be £1,500+ for a full election (hence the need for the elections reserve, currently at £1,500, and the £400 annual top up).	No action for now.
9	SALT BIN: need to relocate the spare bin currently stored at Woodway Farm – suggested location, the junction at the top of Stert Road with Sydenham Road. A request to Cllr Hill to arrange removal before needed for winter (currently it is full of salt and heavy & farm machinery ideal to effect the move).	<u>Clerk:</u> to formally request the relocation by Cllr Hill.
10	DEFIBRILLATORS: ➤ New unit at Cherry Tree now in place and active (installed during August shut-down). ➤ To approve purchase of new battery for AR Church Unit, drained due to recent issues with electric connection to the cabinet). Turtle Medical quote @ £199.99 + VAT approved.	<u>Chair/Clerk:</u> instruct supplier.
11	FOOTPATH AND AMENITIES GROUP (FAAG): ➤ Churchyard Map Replacement - now in hands of Cllr Day to install. ➤ Next Parish Walk 4/Oct – details already on website. ➤ Work at Fiveways – Duke of Edinburgh Award Scheme pupils in years 10 & 11 at local school engaged to undertake supervised work as required at FAAG request. ➤ Moors Path – cannot find a contractor willing to replaced washed away surface. ➤ KB Lanes – not sure how long will take – contractor to use 2 people for one day & reassess.	

	➤ The “Right to Light” at Old Shoulder Cottages. Owner at Orchard house has said he will cut back 9ft high hedge, but has not. We cannot get involved in what is, essentially, a dispute between neighbours over private land. Residents to be advised to approach Orchard House once more, then SODC if no joy.	FAAG Chair to follow through.
12	TRAFFIC CALMING: ➤ To discuss and agree PC stance on lowering speed limits on rural roads. Not appropriate on many proposed roads which are straight, with good visibility, and have no recorded accidents. Potential for some other, smaller & windy roads. ➤ Quiet Lanes – approach from Sydenham re: Stert Road. Would cut parish in two, school buses use the route & would potentially only benefit Sydenham in cutting rat-running, but to our detriment. Subject to be re-visited once response from OCC on K/Hill. ➤ Community Speedwatch Scheme. Now have 9 volunteers, and another came forward at the meeting. Co-ordinator (not present) will request a Speed Gun and possibly come to October meeting, with request for funds. ➤ Protection for battery on new High St SID. Cllr Day has the parts and has been asked to get this in place to protect the battery from theft as has occurred with other units.	Clerk: compose response & refer before replying. Clerk: potential future agenda. Clerk: October Agenda. Cllr.Day: attend to this ASAP.
13	FINANCE – See attached Finance Report, plus: ➤ To note: Budget 2026/2027 – v4 JUL and v5 AUG. ➤ To Note: NALC 2026-27 National Salary Award, and increase in Clerk’s hourly rate from £15.82 to £16.34 under SCP 16, back-dated to April 2026. Amend monthly Standing Order amount WEF: October 2026. ➤ To sign and return new Contract with DM Payroll effective 2027/8, including price increase from £120pa to £146pa (Equates to £12.16 + VAT pm). ➤ To note – conclusion of 2025/6 Audit. ➤ To update on Unity Credit Card application – Acknowledgement email received, but can take up to 3 weeks to process. Clerk to continue to pay certain subscriptions and claim back until new card received. ➤ NOT ON AGENDA: To receive and note Q1 Financial Control checks	Noted. Noted, and signed. Noted, and signed. Noted. Noted. Noted.
14	CORRESPONDENCE RECEIVED See report attached to these minutes. All circulated on receipt.	
12	POTENTIAL AGENDA ITEMS FOR next meeting - Deadline: 7/Oct. ➤ Quiet Lanes – contact from OCC?. ➤ Community Speed Watch – next steps.	

DATE OF NEXT MEETING: Wednesday 14th October 2026
IN KINGSTON BLOUNT VILLAGE HALL

PLANNING REPORT FOR SEPTEMBER 2026 MEETING

a) New applications as follows to be confirmed/discussed:

P26/S3010/TDC	Technical Details Consent for the erection of one self-build dwelling with detached garage incorporating ancillary accommodation above, stable block, new vehicular access, landscaping, and associated works, following Permission in Principle P25/S1830/PIP on Land at junction of Aston Rowant Road and Chinnor Road Aston Rowant OX49 5SN. 8/Sep – last minute request from MOP to support them in requesting that if planning is granted a condition is put on the application that the garage/stable block cannot be converted into a dwelling in the future and the site not be split into additional building plots. NO OBJECTION, but with condition as above.
P26/S3754/HH	Installation of an Air Source Heat Pump to be installed at Upton House, Chinnor Road, Aston Rowant. Planning permission is being sought as there are existing AirCon units at the property. SUPPORT/NO OBJECTION
P26/S3792/PIP	Construction of a minimum of one dwelling and a maximum of one dwelling. Land at The Paddock Church Lane Aston Rowant. OBJECTION, as for previous application (P24/S3844/PIP) & appeal (APP-Q3115-W-253361560).

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

P25-S1671-O	Demolition of existing equestrian buildings and erection of six detached two-story dwellings with access, parking and amenity space on Land at Woodway Farm, AR. Outline Planning Permission agreed at SODC Planning Committee on 15/July.
-------------	---

- 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 31/JULY & 31/AUGUST2026

a) The following payments through bank @ 31/Jul (Costs include VAT):

£ p

CLERK JUNE SALARY & HMRC/P.A.Y.E	
HP INSTANT INK (Reimburse Clerk - until Unity Bank Card is applied for and received)	13.49
SHIELD MAINTENANCE	118.56
AMAZON UK (5 reams of A4 paper - reimburse Clerk)	17.99
ADOBE PROFESSIONAL (Reimburse Clerk, as above)	29.96
EQUALS MONEY CARD (Clear balance to close)	493.24
MK WATTS	432.00
SCRIBE (Starboard Systems)	42.00

The following payments through the bank @ 31/Aug (costs include VAT)

CLERK JULY SALARY & HMRC/P.A.Y.E	
BUCKS ELECTRICAL SOLUTIONS (Cherry Tree Defibrillator Installation)	200.00
HARVEY PILLEY	60.00
SHIELD MAINTENANCE	118.56
HP INSTANT INK (Reimburse Clerk)	13.49
GREENBARNES LTD	967.85
ASTON, CROWELL, KINGSTON PARISH NOTES (Aug//Sept edition)	60.00
PLAY SAFETY LTD	147.60

SCRIBE (Starboard Systems)	42.00
ADOBE PROFESSIONAL (Reimburse Clerk, as above)	29.96
MK WATTS	216.00
THE PRINT SHOP	154.80
MOORE	252.00

b) **Receipts as follows to be noted:** None.

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

CLERK AUGUST SALARY & HMRC/P.A.Y.E	
HP INSTANT INK (Reimburse Clerk)	13.49
SHIELD MAINTENANCE	118.56
DAN CUADRADO	48.00
DAN CUADRADO	48.00
DAN CUADRADO	738.00
HARVEY PILLEY	60.00
SCRIBE (Starboard Systems)	42.00

d) **To Approve any payments received after agenda publication:** None.

e) **The financial situation as at 31/Jul:**

Unity Current Account	23,765.96
Unity Instant Access Savings (G/Reserve)	15,969.56
Unity Instant Access Savings (E-M Reserves)	30,105.84
	69,841.36

f) **The financial situation as at 31/Aug:**

Unity Current Account	21,343.94
Unity Instant Access Savings (G/Reserve)	15,969.56
Unity Instant Access Savings (E-M Reserves)	30,105.84
	67,433.34

g) **Reserves as at 31/JAug:**

General Reserve	£15,969.56
-----------------	-------------------

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

Int to G/Resv (after 25/6 y/e)	-176	
Elections Reserve	1,500	£400 2026 top-up
Play Area Reserve	-2654	* To be topped up
Parish Notes Reserve	750	£500 2026 top-up
Trees, Footpaths & Environment (FAAG)	6173	£3,000 2026 top-up
Village Hall Reserve	4,938	£2,000 2026 top-up
Traffic Calming	3,500	£3,500 2026top-up
Neighbourhood Plan	4,217	Dormant
Ex-NSI Acct Funds	11,858	(Play Area back-up)
KB Street Fayre Surplus Funds		* To be incl next mth

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

- £2,791.89 - * KB Street Fayre money from Nov'25 – Current – E-M Resv.
- £10,157.00 – * SODC grant for Play Area, Tranche 2, received May'26
- £60.00 - E-MR (Parish Notes) to cover July invoice for Aug/Sep edition).

ARPC - CLERK'S REPORT & CORRESPONDENCE RECEIVED **(for September 9th 2026 Meeting)**

Item		Decision Required	Action to be Taken
1.	Supportive email for K/Hill quiet lane from a Chinnor resident!	NO	Forwarded to Cllrs in Clerks absence on A/Leave, FYI.
2.	Supportive email for K/Hill quiet lane from KB High St resident.	NO	Forwarded to Cllrs in Clerks absence on A/Leave, FYI.
3.	OCC - Notice of diversion for AR1 footpath across KB Playing Field, plus map & copies of legal documents.	NO	Forwarded to Cllrs in Clerks absence on A/Leave, FYI.
4.	SODC - Charitable Lottery raises more than £52,000 for good causes.	NO	Forwarded to Cllrs 17/Jul.
5.	SODC - Free and low-cost family fun all summer long	NO	Forwarded to Cllrs 17/Jul.
6.	Interim OALC update for July (incl. new payroll service & Play Area Inspection course in Sept)	NO	Forwarded to Cllrs 17/Jul.
7.	SODC - Land Charges system to launch on Monday 13 July following major upgrade	NO	Forwarded to Cllrs 17/Jul.
8.	Quote from Turtle Medical to replace defibrillator battery at AR Church Unit	YES	Sept agenda item 8.
9.	Email from Freddie Van Mierlo's office re: potential summer surgery in KBVH 12/Aug	NO	Cllr Hopwood to confirm venue is free that day.
10.	SODC (x2) – Govt confirms three new unitary councils for Oxfordshire and West Berkshire in 2028	NO	Forwarded to Cllrs 17/Jul.
11.	OCC - Support and information for your communities, including the above re: LGR	NO	Forwarded to Cllrs 17/Jul.
12.	SODC - Cheers to South Oxfordshire pubs as extra 15 per cent rates relief is confirmed	NO	Forwarded to Cllrs 17/Jul.
13.	Danfo UK Ltd - Parish Steward or Lengthsman Pilot Research, suitable for AR?	NO	Forwarded to Cllrs 18/Jul. Possible Sept Agenda?
14.	SODC - Media release: Over £1 million funding boost for Didcot Broadway council homes	NO	Forwarded to Cllrs 20/Jul.
15.	D/Cllr report for July	NO	Forwarded to Cllrs 20/Jul.
16.	South Capital 2023/24 - SCAP23-24\33 re: grant for Play Area. Plaque to display showing SODC support	NO	Forwarded to Cllrs 21/Jul.
17.	Police and Crime Commissioner – July report	NO	Forwarded to Cllrs 21/Jul.
18.	Community First Oxfordshire – July newsletter	NO	Forwarded to Cllrs 29/Jul.
19.	OCC - The latest news for your communities, July.	NO	Forwarded to Cllrs 30/Jul.
20.	SODC - Council Leader urges Government's Oxford Growth Commission to put communities first	NO	Forwarded to Cllrs 30/Jul.
21.	SODC - Cookery and culture pop-ups at Cornerstone	NO	Forwarded to Cllrs 30/Jul.

22.	SODC/VWHDC - Advance Notice of Joint Local Plan 2045 (JLP2) Scoping Consultation, Sept 2026	NO	Forwarded to Cllrs 31/Jul.
23.	SODC Press release: Cash for community groups with councillor grant scheme.	NO	Forwarded to Cllrs 4/Aug.
24.	SODC - Councils express concerns on coming government changes to planning process	NO	Forwarded to Cllrs 12/Aug
25.	OCC - The latest news for your communities, August.	NO	Forwarded to Cllrs 17/Aug.
26.	Changes to planning committees and planning enforcement – invite briefing on 10 September	NO	Forwarded to Cllrs 18/Aug.
27.	New date for National Emergency Briefing (film) on Fri 11/Sept. 19.30h @ Chinnor Pavillion	NO	Forwarded to Cllrs 18/Aug.
28.	County Councillors Report for August	NO	Forwarded to Cllrs 18/Aug.
29.	August Edition of South News	NO	Forwarded to Cllrs 20/Aug.
30.	Police & Crime Commissioner Report for August	NO	Forwarded to Cllrs 20/Aug.
31.	Email complaint about over flowing dog-bin at AR7 & Stert Road junction. 24/8: and V/Hall, Play Area bins	NO	Emailed contractor 23/Jul – when is next emptying?
32.	SODC media release: Thame Leisure Centre's major makeover is complete – new gym & changing areas	NO	Forwarded to Cllrs 24/Aug.
33.	OCC - Electric Blanket Testing 2026. Local testing event in Thame is on 21/Sept.	NO	Forwarded to Cllrs 26/Aug. Website & KBAR for info.
34.	SODC - Press release: Equalities Roadshow to visit towns across South and Vale. Visiting Thame 13/Oct	NO	Forwarded to Cllrs 26/Aug. Website & KBAR for info.
35.	OCC – The latest news for your communities – August updates	NO	Forwarded to Cllrs 27/Aug.
36.	OALC – July update (received 28/Aug?)	NO	Forwarded to Cllrs 31/Aug.
37.	SODC - Q&A on the implications of Local Government Reorganisation (LGR) for N/Planning	NO	Forwarded to Cllrs 31/Aug.
38.	Lewknor PC – invitation to attend defibrillator awareness course. Sat 12/Sept, 2pm in Lewknor VH	NO	Forwarded to Cllrs 31/Aug.
39.	D/Cllr report for August	NO	Forwarded to Cllrs 31/Aug.
40.	OCC - Display of Public Notice & Notice of Order Confirmation - Aston Rowant FP1	NO	Forwarded to Cllrs and FAAG Chair 31/Aug.
41.	SODC - New campaign encourages residents to Waste Less and create Cleaner, Better Places*	NO	Forwarded to Cllrs 2/Sep.
42.	SODC - Don't lose your vote – residents urged to respond to voter registration email	NO	Forwarded to Cllrs 2/Sep.
43.	Chilterns National Landscape – August Newsletter	NO	Forwarded to Cllrs 2/Sep.
44.	SODC Press Release: Focusing on the future of Didcot and surrounding areas event - 30/Sept in Harwell	NO	Forwarded to Cllrs 2/Sep.

Received after Agenda Publication

1.	Letter from KB resident with unofficial survey details & photos to support potential K/Hill Quiet Lane	YES	Forwarded to Cllrs 7/Sep. Already on agenda.
2.	Chilterns National Landscape - Nature Recovery in the Chilterns, leaflet introducing the plan.	NO	Forwarded to Cllrs 7/Sep.
3.	* And again 7/Sept!	NO	<u>Not</u> forwarded again...
4.	Nuffield Health - Women's Health Matters public event, October 14th	NO	Forwarded to Cllrs 7/Sep. Website/KBAR?
5.	SODC - New signage to boost walking, cycling and connectivity across Didcot.	NO	Forwarded to Cllrs 7/Sep.
6.	SODC - statement on Local Government Reorganisation (LGR) announcement on reviewing decisions.	FYI only at this stage ..	Forwarded to Cllrs 7/Sep.
7.	Email from MOP requesting we stipulate conditions on the Technical Details Consent relating to P26 to support them in asking that: if planning is granted a condition is put on the application that the garage/stable block cannot be converted into a dwelling in the future and the site not split into additional building plots.	YES	Already on agenda to discuss, resp. needed by 9 th . Not sure we can do this now as PIP has already been given – should have been done at the outset? Website not clear
8.	SODC - We'd like your views on the Joint Local Plan 2045 (JLP2) Scoping Consultation - open from 8 th to 29 th September	YES	Forwarded to Cllrs 8/Sep. NOT on agenda, but response needed by 27/Sep. Consultation closes on 28th