

ASTON ROWANT PARISH COUNCIL (ARPC)

MEETING: 15th May 2019 7:30PM

KINGSTON BLOUNT VILLAGE HALL

PRESENT: Cllrs. A.Bernstein, M.Day, T.Hill, M.Priestley, P.Tinson (in the chair), S.Sowerby, J.Wyatt.
D/Cllrs. L.Lloyd & I.White. Plus, several members of public (MOP).

	Minutes	Actions																						
1	APOLOGIES:- None																							
2	DECLARATIONS OF INTEREST:- Cllr Sowerby declared an interest in item 10 iv.																							
3	ACCEPTANCES OF OFFICE, MEMBERS DECLARATION OF INTERESTS AND GDPR AUTHORISATIONS:- Completed and signed in the presence of the Clerk.	Clerk: to send DOIs to SODC for publication.																						
4	ELECTION OF CHAIRMAN AND VICE-CHAIRMAN:- Chairman - Cllr. Tinson Proposed by Cllr.Sowerby, seconded by Cllr.Hill Cllr.Tinson was elected unanimously as Chairman. Vice-Chairman - Since Cllr Hetherington stood down, no-one has come forward to say they are prepared to fill this role, so it was agreed to continue with the post vacant and to temporarily elect a Chairman for any meeting where Cllr. Tinson is absent.																							
5	MINUTES:- of the PC Meeting on 10th April 2019 approved & signed by Chairman.	Clerk to publish.																						
6	MATTERS ARISING:- Location of new salt bins yet to be decided. One possibility on the corner of Aston Rowant Village road and the B4009 needs discussion with the landowner, and then OCC need advising of the locations agreed in order to add to their refill schedule. Kingston Blount bin to be on the corner of Icknield Close & B4009.	Cllr.Hill to discuss with landowner, Cllr. Bernstein to liaise with OCC.																						
7	TRAINING FOR NEW COUNCILLORS & CLERK:- Roles & Responsibilities – to be booked x 3.	Clerk to arrange.																						
8	REPORTS FROM DISTRICT AND COUNTY COUNCILLORS:- Congratulations to D/Cllrs White Lloyd for their recent re-election. The 2018-9 Annual Report now available and will be published on our website with our April minutes. SODC now has no political party in overall control and will consist of a coalition and joint working parties in order to achieve business. The first Council meeting due to be held on 16th May, after which the way forward will be clearer. No report from County Cllr.	Clerk to publish future monthly reports to web-site with a link to KBAR for wider circulation.																						
9	OPEN FORUM: - Wood for replacement sign at AR/B4009 junction now received and sign to be erected in due course, possibly re-sited to avoid overhanging branches. One MOP asked for a hard copy of the April minutes as no access to the internet.	Provided.																						
10	APPOINTMENTS TO PARISH AND OTHER ORGANISATONS: - <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Neighbourhood Plan Sub-Committee</td> <td>Cllrs. P.Tinson & S.Sowerby</td> </tr> <tr> <td>Footpaths & Amenities Sub-Committee</td> <td>Cllrs. A.Bernstein & S.Sowerby</td> </tr> <tr> <td>Hillwerke Trust</td> <td>Cllr. S. Sowerby</td> </tr> <tr> <td>Planning Committee</td> <td>All (except Chair & Vice-Chair)</td> </tr> <tr> <td>Transport Representative</td> <td>Cllr.Priestley</td> </tr> <tr> <td>Chinnor Village Centre, Chinnor</td> <td>Cllr.Priestley</td> </tr> <tr> <td>M40 Action Group</td> <td>No longer participating</td> </tr> <tr> <td>Aston Rowant School Liaison</td> <td>Cllr. A.Bernstein</td> </tr> <tr> <td>Cricket Club Liaison</td> <td>Cllr. S.Sowerby</td> </tr> <tr> <td>Highways/Traffic Calming</td> <td>Cllr. M.Day & Cllr.Wyatt</td> </tr> <tr> <td>General Maintenance</td> <td>Cllr. T. Hill</td> </tr> </table> Declarations of Interest and GDPR forms to be obtained for members of the two sub-committee who are not Parish Councillors. New Terms of Reference for the Footpath and Amenities sub-group to be discussed at their first meeting in July and brought to the PC for approval going forward.	Neighbourhood Plan Sub-Committee	Cllrs. P.Tinson & S.Sowerby	Footpaths & Amenities Sub-Committee	Cllrs. A.Bernstein & S.Sowerby	Hillwerke Trust	Cllr. S. Sowerby	Planning Committee	All (except Chair & Vice-Chair)	Transport Representative	Cllr.Priestley	Chinnor Village Centre, Chinnor	Cllr.Priestley	M40 Action Group	No longer participating	Aston Rowant School Liaison	Cllr. A.Bernstein	Cricket Club Liaison	Cllr. S.Sowerby	Highways/Traffic Calming	Cllr. M.Day & Cllr.Wyatt	General Maintenance	Cllr. T. Hill	Clerk to liaise re: DOIs & GPDR. Cllr.Soweby to arrange with FAAG Chairman.
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11	<p>PLANNING: -</p> <p>i <u>Applications as follows to be confirmed/discussed:</u> P19/S0860/HH – Construction of canopy porch at Meadow Wood, Pleck Lane, Kingston Blount. FULLY SUPPORT. P19/S0876/HH – Construction of single storey side extension at Aston House, Butts Way, Aston Rowant. FULLY SUPPORT. P19/S1119/HH – Construction of two storey front extension, plus changes to roofing and cladding at The Applegarth, Chinnor Road, Aston Rowant. FULLY SUPPORT. P19/S1339/LB – Take Well in back garden to ground level and cap with toughened glass at Ferndale House, High Street, Kingston. STILL UNDER DISCUSSION.</p> <p>ii <u>Decisions of S.O.D.C. as follows to be noted:</u> None.</p> <p>iii <u>Withdrawn Application:</u> P18/S3538/O – Construction of detached chalet-style dwelling, incorporating access, layout, scale, appearance and landscaping at Town Farm Cottage, Brook Street, Kingston Blount. WITHDRAWN BY APPLICANTS.</p> <p>iv <u>Notice of Appeal:</u> P18/S3813/FUL – Land to the rear of Orchard House, High Street, Kingston Blount. Planning Inspectorate appeal lodged on 1/May, reference PP/Q3115/W/19/3227190. Written representations only to: https://acp.planninginspectorate.gov.uk by 5/June. D/Cllr.White offered assistance in the preparation of a statement for the PC to submit.</p> <p>v <u>Amendment to planning procedures:</u> Paper-based packs taking too long to get back to Clerk for comments to be made to SODC. Discussion as to alternative methods of ensuring all councillors see the documents in time – general consensus would be to use a Dropbox facility, with the paper packs being retained by the Clerk and available for anyone wanting a better view of any plans for larger applications.</p>	<p>Cllrs. Day and Bernstein to investigate and set-up.</p>																																																																						
12	<p>FINANCE:-</p> <p>i. The following payments were noted (Costs include VAT):</p> <table border="0" style="width: 100%;"> <thead> <tr> <th></th> <th style="text-align: right;">£</th> <th style="text-align: right;">p</th> </tr> </thead> <tbody> <tr> <td>Clerk March Salary</td> <td></td> <td></td> </tr> <tr> <td>HMRC/P.A.Y.E re: clerk March salary</td> <td></td> <td></td> </tr> <tr> <td>Clerk Annual Home Working Allowance (@£18pm)</td> <td style="text-align: right;">216.00</td> <td></td> </tr> <tr> <td>T. Lambourne (Mileage & expenses to 31/Mar)</td> <td style="text-align: right;">69.01</td> <td></td> </tr> <tr> <td>T. Lambourne (Printer Inks)</td> <td style="text-align: right;">59.48</td> <td></td> </tr> <tr> <td>SODC (Dog-Bin emptying)</td> <td style="text-align: right;">91.67</td> <td></td> </tr> <tr> <td>Parish Online</td> <td style="text-align: right;">36.00</td> <td></td> </tr> <tr> <td>A. Bernstein (Capital Expenditure:- 2 new salt bins)</td> <td style="text-align: right;">280.37</td> <td></td> </tr> </tbody> </table> <p>ii. Receipts as follows to be noted:</p> <table border="0" style="width: 100%;"> <tbody> <tr> <td>SODC (precept part 1)</td> <td style="text-align: right;">11812.50</td> </tr> <tr> <td>SSE (£10), plus Walks Booklets</td> <td style="text-align: right;">97.00</td> </tr> </tbody> </table> <p>iii. The following payments were approved (Costs include VAT):</p> <table border="0" style="width: 100%;"> <tbody> <tr> <td>Clerk April Salary</td> <td></td> <td></td> </tr> <tr> <td>HMRC/P.A.Y.E re: clerk April salary</td> <td></td> <td></td> </tr> <tr> <td>P Tinson (Chairman’s Annual allowance)</td> <td style="text-align: right;">95.00</td> <td></td> </tr> <tr> <td>Robyn Leinster (Litter April)</td> <td style="text-align: right;">25.32</td> <td></td> </tr> <tr> <td>MK Watts Ground Maintenance</td> <td style="text-align: right;">336.00</td> <td></td> </tr> <tr> <td>Ridgeway Rural Services</td> <td style="text-align: right;">1908.00</td> <td></td> </tr> <tr> <td>Ridgeway Rural Services</td> <td style="text-align: right;">324.00</td> <td></td> </tr> <tr> <td>Chinnor Village Centre (2019 Grant)</td> <td style="text-align: right;">555.00</td> <td></td> </tr> <tr> <td>Chinnor United Benefice (2019 Grant)</td> <td style="text-align: right;">896.00</td> <td></td> </tr> <tr> <td>Thames Valley/Chilterns Air Ambulance (2019 Grant)</td> <td style="text-align: right;">110.00</td> <td></td> </tr> <tr> <td>mh-p Internet</td> <td style="text-align: right;">72.00</td> <td></td> </tr> <tr> <td>Ridgeway Woodlands</td> <td style="text-align: right;">60.00</td> <td></td> </tr> <tr> <td>Mick Cornfield NOT ON AGENDA</td> <td style="text-align: right;">126.00</td> <td></td> </tr> </tbody> </table>		£	p	Clerk March Salary			HMRC/P.A.Y.E re: clerk March salary			Clerk Annual Home Working Allowance (@£18pm)	216.00		T. Lambourne (Mileage & expenses to 31/Mar)	69.01		T. Lambourne (Printer Inks)	59.48		SODC (Dog-Bin emptying)	91.67		Parish Online	36.00		A. Bernstein (Capital Expenditure:- 2 new salt bins)	280.37		SODC (precept part 1)	11812.50	SSE (£10), plus Walks Booklets	97.00	Clerk April Salary			HMRC/P.A.Y.E re: clerk April salary			P Tinson (Chairman’s Annual allowance)	95.00		Robyn Leinster (Litter April)	25.32		MK Watts Ground Maintenance	336.00		Ridgeway Rural Services	1908.00		Ridgeway Rural Services	324.00		Chinnor Village Centre (2019 Grant)	555.00		Chinnor United Benefice (2019 Grant)	896.00		Thames Valley/Chilterns Air Ambulance (2019 Grant)	110.00		mh-p Internet	72.00		Ridgeway Woodlands	60.00		Mick Cornfield NOT ON AGENDA	126.00		
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13	<p>HIGHWAYS:- <i>Quote from OCC now received for the build and electrical requirements - £43,025.57 + VAT. This uses their own contractors (Skanska) and we will be obtaining comparative quotes.</i></p> <p><i>C.£25k funds are immediately available from General Reserves, specific T/Calming Reserve and NS&I Investment Account, but grants will also be available and CIL money to be requested from SODC to mitigate the effect of extra traffic from the developments in Chinnor out to the M40, which will have a direct effect on traffic within the parish.</i></p> <p><i>There is also £2,200 being held on our behalf by the Kingston Blount Street Fayre Committee which we should now request.</i></p>	<p><i>Cllr. Day to arrange.</i></p> <p><i>Cllr. Day to investigate.</i></p> <p><i>Clerk to write to SF committee.</i></p>																						
14	<p>HILLWERKE TRUST:- <i>Cllr. Sowerby reported that there will be bollards being installed within the month to prevent unauthorised access to the Village Hall playing field. Noted.</i></p>																							
15	<p>NEIGHBOURHOOD PLAN:-</p> <p>i <i>Following the recent elections, a new Sub-Committee will be convened with full Declarations of Interest from all members and GDPR authorisations. See minute 10.</i></p> <p>ii <i>Cllr. Tinson has written to AECOM regarding the accusations of non-independence in making their site assessments and inviting their comments.</i></p> <p>iii <i>A meeting with the Member of Public driving the accusations did not prove positive and we are aware that further complaints have been made to SODC who are collating all the information for reply.</i></p> <p>iv <i>The emerging SODC Local Plan 2034 may alter due to the composition of the new council and continued local opposition to the Chalgrove Airfield and Harrington New Town proposals.</i></p> <p>v <i>Aware of the need to break impasse and proceed to conclusion of the plan it was suggested that the Independent Site Assessment be completely re-done.</i></p> <p>vi <i>Request for clerical/admin assistance</i></p>	<p><i>Clerk to arrange before next NP meeting.</i></p> <p><i>Discussed at next NPSG meeting</i></p> <p><i>Discuss at June PC</i></p>																						
16	<p>GRASS-CUTTING & GENERAL MAINTENANCE:-</p> <p>i <i>Dog-bins – discussion re: more or bigger bins due to complaints about over-flowing. Cllr. Sowerby observed the last collection and Biffa were using bags too small for the bin. It was corrected and no further action was felt necessary.</i></p> <p>ii <i>Playing field – MK Watts have advised that the only way to combat the poor state of grass was more frequent cuts. The rate the grass is growing means on each visit the grass is long and the dead grass from previous cuts builds up. No action for now.</i></p>	<p><i>Clerk to write to Biffa to ensure correct bags used.</i></p>																						

17	<p>FOOTPATHS AND AMENITIES GROUP:-</p> <ul style="list-style-type: none"> i Following the recent elections, a new Sub-Committee will be convened with full Declarations of Interest from all members and GDPR authorisations. New Terms of Reference to be compiled as for the NP Steering group. See minute 10. ii Ex-Cllr.Hetherington to continue as Chair for one more year, with a view to Cllr.Sowerby taking over in 2020. iii Quote from Ridgeway Rural Services for removing overgrown brambles on footpath from Pleck Lane to the old Shoulder of Mutton - £75.00 + VAT. Proposed by Cllr.Day, seconded by Cllr.Sowerby – passed unanimously. 	Clerk to confirm go-ahead.
18	<p>CORRESPONDENCE: – Email from OALC seeking nominations from Town & Parish councils for places on Executive Committee. Noted, no interest from councillors.</p>	
19	<p>DATE OF NEXT MEETING – Weds 12th June 2019 in Aston Rowant Church at 7.30pm</p>	