

## ASTON ROWANT PARISH COUNCIL

MINUTES of a meeting of the above Council held on Wednesday, 13th December 2017 in Kingston Blount Village Hall.

PRESENT: Cllrs. L French, P Hetherington, T Hill & P Tinson (in the chair)

APOLOGIES: Cllrs. M Day & S Sowerby. D/Cllr. Lynn Lloyd.

- 1) **DECLARATION OF INTEREST** – *None.*
- 2) **MINUTES of the Parish Council Meeting held on 8th November 2017, were approved and signed.**
- 3) **MATTERS ARISING:** *The potential new councillor present at November's meeting has not made further contact to confirm his willingness to join the council, so was not present at this meeting to be co-opted onto the council, nullifying point 3 on the agenda. The clerk to follow up by email and request clarification in time for the January meeting.*
- 4) **REPORTS FROM DISTRICT AND COUNTY COUNCILLORS** - *No reports received from either prior to publication of the agenda, and no updates available in the absence of either from the meeting.*
- 5) **OPEN FORUM** – *One member of the public attended to discuss 2 planning applications relating to the neighbouring property to hers. This item was not on the agenda as notification was only received after agenda publication, and the paperwork was only received on 12<sup>th</sup> December and was intended to be circulated to councillors at the meeting. She was concerned at the impact this proposal would have on her property regarding proximity, sewage disposal, loss of privacy due to the height of the proposed property, and the loss of the paddocks with significant historical importance, within a conservation area. It was confirmed that her views would be considered when the PC made their recommendation, but as councillors had not yet seen the plans she was advised to formulate her own response and make comment via the SODC planning portal, and strongly encouraged to speak to other affected neighbours and encourage them to do likewise. Additionally, although the PC may make recommendations, SODC will make any decision.*
- 6) **PLANNING**

*The chairman read out a letter from Cllr Day resigning as Chairman of the Planning Committee. It was decided not to appoint a new chairman yet, but to wait until the re-election of officers at the May Annual PC Meeting. Temporarily, the duties will be undertaken by Cllr. Tinson who will also send a letter of thanks to Cllr. Day for his work in this position over the last few years.*

  - i. **Applications** as follows were confirmed/discussed:
    - P17/S3661/FUL** - Land at Aston Rowant Road, Aston Rowant – a development of 5 two-storey, 4-bedroom residences by Rectory Homes. Discussion was proposed regarding the objections raised by residents at the public meeting to be held on 16th November, but due to the resignation of the Chairman, did not occur. The Chairman of the Neighbourhood Planning Committee has spoken to SODC Planning Dept. and due to the number of objections, the decision will be referred to committee so there will not be a decision until possibly after our January meeting. We need to ensure the PC is represented, once the committee date is known. In the meantime, our original response should stand – **OBJECTION/SHOULD BE REFUSED.**
    - P17/S3244/FUL** - Demolition of existing timber stable used as storage and replacement with timber framed annex at Upper Chalford Cottage, Chalford, OX39 4NH. **SHOULD BE APPROVED.**
    - P17/S4235/FUL** – Proposed conversion of existing buildings via adaptation and partial demolition to create new dwelling and provision of new garage at buildings adjoining Hill Cottage, High Street, Kingston Blount. **See point 5 above – circulated to councillors at meeting.**
    - P17/S4288/FUL** – Demolition of Hill Cottage and stable. Erection of new detached dwelling, provision of new approach drive, landscaping, fencing and other related works at Hill Cottage, High Street, Kingston Blount. **See point 5 above – circulated to councillors at meeting.**
  - ii. **Decisions of S.O.D.C.** as follows were noted:
    - P17/S2006/HH** – Single storey extension to existing garage/workshop with new pitched roof over existing/extended building (Amended plan received on 18 September 2017 showing a reduction in height and removal of roof lights) at The Old Croft, Pleck Lane, Kingston Blount. **GRANTED.**
  - iii. **Oxford – Cambridge Growth corridor.** *It was acknowledged that this would go ahead whatever any local councils views, and as it would mainly affect N.Oxfordshire/Bucks, no further discussion at this point.*

## 7) FINANCE

- i. The following payments were noted (Costs include VAT):
- |   | £      | p |
|---|--------|---|
| Clerk October Salary                            |        |   |
| HMRC/P.A.Y.E re: clerk October salary           |        |   |
| George Stevens                                  | 380.00 |   |
| MK Watts (Sept)                                 | 308.56 |   |
| Hillwerke Trust (NP Meetings Dec'16 – Jul '17)  | 127.50 |   |
| MK Watts (Oct)                                  | 154.28 |   |
| Hillwerke Trust (NP Meetings- Sep-Nov '17)      | 51.00  |   |
| T Lambourne (Amazon – printer inks)             | 50.63  |   |
| mh-p Internet (Parish Notes upload to web-site) | 18.00  |   |
| Robyn Leinster (Litter – Sept)                  | 25.32  |   |
| Robyn Leinster (Litter – Oct)                   | 31.65  |   |
- ii. Receipts as follows to be noted:
- |                |       |  |
|----------------|-------|--|
| Walks Booklets | 27.00 |  |
|----------------|-------|--|
- iii. The following payments were approved (Costs include VAT):
- |  |        |  |
|--|--------|--|
| Clerk November Salary                                      |        |  |
| HMRC/P.A.Y.E re: clerk November salary                     |        |  |
| Aston Rowant Church (donation for teas 3/Nov)              | 50.00  |  |
| Hillwerke Trust (Hire of Hall for NP meetings Jul-Nov '16) | 68.00  |  |
| George Stevens (Repairs to Play Area)                      | 290.00 |  |
| SLCC – Local Council Admin                                 | 73.60  |  |
| SLCC - Membership Subscription for 2018                    | 100.00 |  |
| ALCC - Membership Subscription for 2018                    | 30.00  |  |
| Local Council PAS (Data Protection Guidelines)             | 30.00  |  |
| DM Payroll Services (H2 2017/8)                            | 40.50  |  |
| Robyn Leinster (Litter, November)                          | 25.32  |  |
- iv. The current financial situation as at 30th November 2017:
- |   |          |  |
|---|----------|--|
| Barclays Bank – Community Account           | 24376.45 |  |
| Barclays Bank – Business Saver Account      | 1090.47  |  |
| National Savings                            | 11224.62 |  |
| Village Hall Reserve fund                   | (690)    |  |
| Play Area Reserve Fund                      | (56)     |  |
| Parish Notes Reserve Fund                   | (1000)   |  |
| Neighbourhood Plan Reserve                  | (4685)   |  |
| Traffic Calming                             | (1840)   |  |
| Trees, Footpaths & Environment Reserve Fund | (6636)   |  |
- v. Budget 2017/8 v8. Noted.
- vi. Budget Setting – 2018/19 & Precept application. Modest increase of 3% proposed, to £23,175. This will allow for increased contribution for Traffic Calming reserves and possible election expenses in 2019. Many items have come in under budget this year and have been reduced slightly as a result, but some have been left at the same level to allow for increased prices from our suppliers. Proposed by Cllr. Hetherington, seconded by Cllr. Hill and passed unanimously. A discussion was had regarding grants payable for 2018/9 and the figure was left at £2,000, but the breakdown to be finalised nearer to April pay-out. Two requests have been received from local charities which we hope to accommodate, along with the possibility of a “Hardship Fund” to help people in the parish who may be in temporary financial distress. Cllr. Hetherington is to approach Chinnor Village Centre to see if they have a mechanism in place which we can apply to, or replicate in this Parish. The Clerk and Cllr. Tinson are to investigate the legality and if any previous schemes may still be running or dormant (specifically, via Kingston Blount Estate - it is believed Col. Clerk-Browne ran a scheme).

**8) HIGHWAYS: -**

- i. *Traffic Calming –As reported last month, we now must wait for the Highways Committee meeting in early January in view of the two objections received following the public consultation. Cllr. Day will attend on our behalf.*
- ii. *As reported in the latest Parish Notes, a further incident has occurred in Kingston Blount High Street where the same house has been struck by a vehicle, incurring worse damage than last time. Cllrs Tinson and Day met with OCC Highways engineers who agreed to check the quality of the road surface at the Pleck Lane junction and repaint the 30 MPH roundels on the road surface. The householders will be investigating a reinforced wall to be built in front of their property.*

**9) HILLWERKE TRUST** - *No report as recently appointed councillor liaison was absent from meeting.*

**10) NEIGHBOURHOOD PLAN** - *Cllr. Day reported (by email):*

- i. *A meeting was held with our SODC councillors at which it was noted that the Neighbourhood Plan Steering Group (NPSG) should be reporting in more detail to the Parish Council – we have not seen the results of the recent public consultations or actions since. The flyers mentioned in the latest Parish Notes Magazine were not included, but will apparently be delivered to each household during the week ended 15/Dec. These will detail all the sites put forward for consideration as potential building plots, what criteria are used to assess them and should be complete by February, at which point we should know the top 5 or 6 sites for potential development.*
- ii. *The NPSG should be producing agendas and minutes and posting to their section of the web-site (set up specifically for this purpose) yet none have been seen since April 2017. They are a sub-committee of the Parish Council and need to follow the same rules or their work may be invalidated. Cllr. Tinson will remind the NPSG of their responsibilities in this respect.*
- iii. *Why was an offer to speed up the NP process refused by the NPSG? If accepted, the NP would have been completed in early 2018 and would have been a useful tool dealing with the recent Rectory Homes application. Why was the Parish Council not advised? Cllr. Tinson reported that the PC had been informed, but during August when there was no PC meeting. Whilst the PC were keen to take this up, the NPSG were not as they felt it would not allow for a full consultation process and could possibly cut corners and negate the final plan. It was felt that there were not enough people involved in the NPSG to support the full process, so they would be unable to do the work required in a shorter timescale. It should be noted however that 3 people have since volunteered to become members of the NPSG since the Rectory Homes application.*

**11) KINGSTON BLOUNT PLAYGROUND** - *The Clerk reported that work on minor repairs to equipment has now been completed and that the new inspection rota for 2018 would shortly be prepared, to include some new volunteers.*

**12) ASTON ROWANT SCHOOL** – *An end of Term report was circulated to all councillors by email on 5/Dec, where it was noted that the school is currently seeking to fill a vacancy for Governor. Any interested person should apply direct to the Chair of Governors as detailed on the school web-site.*

**13) GRASS CUTTING & GENERAL PARISH MAINTENANCE:** – *Cllr. Hill confirmed she would write to the Kingston Blount Estate regarding both the clearing of the blocked culvert on the B4009 at the Stert Road/High Street junction, and the cutting back of the hedge at the High Street/Pleck Lane junction as vehicles on the approach from Chinnor are cutting the corner, with potentially dangerous consequences. Cllr. French also mentioned that the hedge needs cutting back at the T-Junction where exiting the Aston Rowant village road (looking towards Chinnor).*

**14) ASTON ROWANT CRICKET CLUB** – *No report received following recent AGM & Cllr. Sowerby absent from meeting.*

**15) FOOTPATHS AND AMENITIES GROUP (FAAG)** - *Cllr. Hetherington reported:*

- i. *Approval was sought for a joint project for 2018/9 with the Chiltern Society, OCC Countryside Services, local landowners and ARPC to replace stiles on the network of paths surrounding Aston Rowant and Kingston Blount with gates. Proposed by Cllr. Tinson, seconded by Cllr. French and passed unanimously*
- ii. *Options for a possible permissive footpath to Crowell were put forward, along with various funding suggestions. A meeting is to be arranged to discuss in detail with PC representatives, the landowners and the Chiltern Society.*
- iii. *2018 Snowdrops, duck races and cream teas have already been arranged and publicised, but further help is needed on the day & a request was made to make people aware of this and gain more helpers.*
- iv. *Recent snowfall has used up all the salt in the village salt bins. OCC fill the bins every Autumn if necessary, but further refills must be arranged by the PC – Cllr. Hetherington will arrange purchase from Blanchfords and storage of extra bags has been offered at Woodway Farm by Cllr. Hill.*

- 16) **CORRESPONDENCE:** - *Comments received via the web-site, and in person to the Clerk, regarding the state of the parish Noticeboards, specifically the one in Aston Rowant where the backing is detached from the frame and condensation often obscures the notices. The cost of full replacement prohibits this currently, but the Clerk is to approach our local "handyman" to see if a temporary repair can be made, pending a review at some future stage.*
- 17) **OTHER MATTERS & WRITTEN REPORTS** – *Christmas meal for the councillors was discussed, to be self-funded. This used to be an annual fixture but has lapsed in the last couple of years. Deferred until a date to be arranged in January as not all councillors were present or able to commit in December.*
- 18) **OTHER URGENT MATTERS at the discretion of the Chairman** – *None.*
- 19) **DATE OF NEXT MEETING** – **Wednesday 10th January 2018 in Kingston Blount Village Hall at 7.30pm.**

**CHAIRMAN**