

ASTON ROWANT PARISH COUNCIL

MINUTES of a meeting of the above Council held on Wednesday, 12th December 2018 in Kingston Blount Village Hall.

PRESENT: Cllrs. A.Bernstein, M.Day, P.Hetherington, T.Hill, S.Sowerby, P.Tinson (in the chair)

D/Cllr. L.Lloyd and several members of public (MOP).

- 1) **APOLOGIES** – Cllr. Wodzynski.
- 2) **DECLARATION OF INTEREST** –
 - i. Cllr Day declared an interest in item 7.a) (P18/S3875/HH)
 - ii. Cllr Sowerby declared an interest on item 7.a) (P18/S3813/FUL).
- 3) **MINUTES** of the Parish Council Meeting held on 14th November 2018 were approved and signed.
- 4) **MATTERS ARISING** - None
- 5) **REPORTS FROM DISTRICT AND COUNTY COUNCILLORS** – No communication from our County Councillor. The District Councillor report for December was circulated to all councillors by email on 3/Dec. No queries or comments.
- 6) **OPEN FORUM.**
 - i. Proposal by Cllr. Day that any MOP speaking in Open Forum be identified in the minutes – subject to the persons agreement, this will be adopted going forwards.
 - ii. Query raised (Andrew Green) regarding the state of the Coffin Path (Moors Footpath). The surface has deteriorated on the section not renovated in 2017. The path used to be maintained every 2/3 years – this is due again now. Cllr.Hetherington to obtain more planings and organise.
 - iii. Andrew also queried why the branches overhanging the path behind the old Shoulder of Mutton pub had not been cut back as requested last month, illness has prevented action so far, and it will be attended to shortly.
 - iv. Third query from Andrew regarding discussion on the planning application P18/S33813/FUL – closing date for comments is 14th December, are the PC going to discuss tonight or request an extension? See Minute 7.
 - v. Query raised (Vic Golder) regarding ownership of the cross-village pathways in relation to planning application P18/S33813/FUL – see minute 13v.
- 7) **PLANNING**
 - i. **Applications as follows were confirmed/discussed:**

P18/S2804/LB: for development work at The Thatch 20 Church Lane AR.
<http://www.southoxon.gov.uk/ccm/support/Main.jsp?MODULE=ApplicationDetails&REF=P18/S2804/LB>
Considered to be essential renovations to a “listed” property – FULLY SUPPORT.

P18/S3799/HH: for development work (new front porch) at 12 Bakers Piece KB.
<http://www.southoxon.gov.uk/ccm/support/Main.jsp?MODULE=ApplicationDetails&REF=P18/S3799/HH>
Improvement to frontage – FULLY SUPPORT.

P18/S3813/FUL: for erection of 4 dwellings & creation of new access at Orchard House High Street KB.
<http://www.southoxon.gov.uk/ccm/support/Main.jsp?MODULE=ApplicationDetails&REF=P18/S3813/FUL#exactline>
Application still being considered by Cllrs. An extension will be requested in view of the depth of feeling in the village and the need to organise public meetings (one before and one after Christmas). Further discussion in January.

P18/S3856/HH: for development work (Replace entrance gates) at The Old Vicarage The Green AR.
<http://www.southoxon.gov.uk/ccm/support/Main.jsp?MODULE=ApplicationDetails&REF=P18/S3856/HH>
Still being considered by Cllrs.

P18/S3875/HH: for replacement roof (ridge height raised) with accommodation in roof with front and rear dormers at Selloana 1A Old Croft Close KB.
<http://www.southoxon.gov.uk/ccm/support/Main.jsp?MODULE=ApplicationDetails&REF=P18/S3875/HH>

Cllr. Sowerby has arranged a deferment and the SODC case officer is visiting the property w/e 14/Dec to address concerns from owners of a neighbouring "listed" property. The applicant was present at the meeting and stated they were happy to listen to all concerns and make amendments if necessary.

ii. **Decisions of S.O.D.C. as follows were noted:** None.

iii. **Planning Procedure Document:** Cllr. Bernstein raised concerns that the new procedures specifically eliminated him from the planning process as a new councillor, without any training and as the 6th person (with only 5 specified within the document). As a properly co-opted member of the council he objected to being excluded in this way. Ongoing work is still needed on this document following advice taken from colleagues at Chinnor PC and Oxfordshire Association of Local Councils. Clerk to liaise with PC Chairman and Planning Chairman, and discuss again in January.

8) FINANCE

		£	p
i.	The following payments were noted (Costs include VAT):		
	Clerk October Salary		
	HMRC/P.A.Y.E re: clerk October salary		
	Mark Thackeray (NPSG Expenses)	163.95	
	Robyn Leinster (Sept)	31.65	
	Prysebros	264.00	
	Moore Stephens	528.00	
	Matthew Day	65.00	
	Royal British Legion Poppy Appeal	50.00	
	T.Lambourne (Printer Ink)	22.88	
	T.Lambourne (Expenses/Mileage Jul – Oct)	74.41	
	mh-p Internet (domain name renewal)	19.18	
	Lexis Nexis Publishing	110.99	
	Hillwerke Trust (NPSG Meetings)	51.00	
	George Stevens (Sept)	320.00	
	George Stevens (Oct)	690.00	
	SODC (Dog Bins)	91.55	
	Robyn Leinster (Oct)	25.32	
ii.	Receipts as follows to be noted:		
	Groundwork UK *	6604.00	
iii.	The following payments were approved (Costs include VAT):		
	Clerk November Salary		
	HMRC/P.A.Y.E re: clerk November salary		
	SLCC (2019 Membership)	106.00	
	ALCC (2019 Membership)	40.00	
	DM Payroll Services	40.50	
	Robyn Leinster (Litter Oct)	25.32	
	George Stevens	120.00	NOT ON AGENDA
	Lepus Consulting Ltd	7132.04	NOT ON AGENDA
iv.	The current financial situation as at 30th November 2018:		
	Barclays Bank – Community Account	42750.91	
	Barclays Bank – Business Saver Account	1092.28	
	National Savings	11345.27	
	Elections	(400)	
	Village Hall Reserve fund	(690)	
	Play Area Reserve Fund	(56)	
	Parish Notes Reserve Fund	(1000)	
	Neighbourhood Plan Reserve (Inc * figure above) (11234)		
	Traffic Calming	(3840)	
	Trees, Footpaths & Environment Reserve Fund	(5640)	

- v. *Budget 2018/9 v7 - Noted.*
 - vi. *Budget 2019/20 – Precept Calculation. Slight overspend for 2018/9 due to unplanned admin costs (Parish Poll), but largely offset by savings on grass-cutting due to the dry summer and cut-backs on grants issued. Proposed increase of only 1.95% to £23,625 which will include additions to reserves for Election costs, Footpaths and Amenities and Traffic Calming. Proposed by Cllr. Tinson, Seconded by Cllr. Hetherington and agreed unanimously 5/0.*
- 9) HIGHWAYS:** - *Cllr. Day reported that the final plans were passed by OCC Highways committee on 15th November, we now await their quote for the work. One person is dealing with all cases county-wide, with more urgent schemes ahead of us. When received, we can obtain alternative quotes and set about fund-raising, and application for Community Infrastructure Levy (CIL) funds. There is £10k already in general reserves with £2k top-up proposed in 2019/20, but design work costs will come from that, hopefully reduced in view of a mistake made by OCC and the overall time taken.*
- 10) HILLWERKE TRUST –**
- i. *A discussion on the future of Pleck Wood (Millennium Wood). Urgent work is needed to maintain the pathways and remove dead wood and weeds. It was agreed unanimously that responsibility should now rest with the PC, under the auspices of the Footpath & Amenities Group. A working party with chainsaws will be organised in the Spring and volunteers sought to assist. A quote will also be obtained from our existing grass-cutting contractor, to include extra work to keep the footpaths open and weed free.*
 - ii. *The Hillwerke Trust Chair has requested permission from the PC (as owners of the playing field) to install fold-down bollards to maintain the safety of the field and protect this parish amenity from unwelcome visitors when the main gate barrier must be open. No financial contribution is sought as HT will bear the cost. Agreed unanimously.*
- 11) NEIGHBOURHOOD PLAN –** *It was understood that the draft consultation document would be presented to the council, but a general open discussion was felt more appropriate in view of proximity to the conclusion of the process. There are a few Councillors who have not been involved in the in the production of the NP, who feel that they have questions about the next phase of the NP and would like an opportunity to ask those questions before it goes to consultation. This will enable any queries or points of clarification to be discussed and all councillors and the clerk can understand how the plan will work for the parish and help the planning process in the future. In addition, there was also a confirmation that all Councillors could see the Legal issues raised surrounding the plan and advice the received from SODC.*
- 12) GRASS CUTTING & GENERAL PARISH MAINTENANCE:** *Email received from SODC re: annual deep-clean and circulated to councillors. Clerk to collate responses and suggestions for areas to be covered and reply.*
- 13) FOOTPATHS AND AMENITIES GROUP (FAAG):**
- i. *Quote for signage at Fiveways. Approval sought for this expenditure and agreed 4/0 by email.*
 - ii. *Footpath to Crowell – draft licence agreement received from Solicitors and, subject to a couple of minor amendments, should be approved after meeting between solicitor & Alan Hill on Monday 17th December.*
 - iii. *Trust for Oxfordshire Environment have indicated they would be happy to consider an application for a grant to cover cost of work - c. £9k overall, probably £6k grant, rest to come from reserves and donations. Approval sought for use of £2k reserves for this – agreed unanimously.*
 - iv. *Rowan tree planting along the Stert Road to commence Monday 17/Dec, cost already approved in November.*
 - v. *Adoption of Cross-Village Lanes in Kingston Blount. Investigated earlier this year but as no ownership could be established the cost of searches required was thought to be too much for a casual enquiry and was not pursued. It was decided a quote should be obtained now to possibly take this forward and Cllr. Hetherington to liaise.*
- 14) ASTON ROWANT CRICKET CLUB –** *AGM held on 30th November. No permanent Chairman as Paul Humphreys has stood down but agreed to say on in a temporary capacity until replacement is found.*
- 15) PLAY AREA –** *4 inspector vacancies due to resignations. Clerk has emailed 4 or 5 possible recruits, of which only 1 has so far responded and agreed to be on the rota next year. One MOP came forward from the meeting, and the search will continue with an appeal on our web-site & Facebook pages and KBAR Facebook page.*
- 16) CORESPONDENCE –** *Email received from Aston Rowant resident regarding the old fashioned wooden sign-post at the entrance to the village off the B4009. Cllr.Hetherington to liaise with resident and householder immediately adjacent.*
- 17) OTHER URGENT MATTERS at the discretion of the Chairman –** *None.*
- 18) DATE OF NEXT MEETING –** **Wednesday 9th January 2018 in Kingston Blount Village hall at 7.30pm.**
- 19) MEETING DATES FOR 2019: –** *to be discussed at January meeting and confirmed in minutes and published on web-site.*