

**ASTON ROWANT PARISH COUNCIL (ARPC)**  
**MEETING: 13th February 2019 7:30PM**  
**KINGSTON BLOUNT VILLAGE HALL**

**PRESENT:** Cllrs. A.Bernstein, P.Hetherington, P.Tinson (in the chair) & D/Cllr. L.Lloyd. 5 members of public (MOP).

	<b>Minutes</b>	<b>Actions</b>
1	<b>APOLOGIES:</b> T.Hill, S.Sowerby, M.Day	
2	<b>DECLARATIONS OF INTEREST:</b> Cllr. Day has already pre-declared re: item 9i) P19/S0089/HH.	Noted.
3	<b>MINUTES</b> - of the PC Meeting on 9th January 2019 approved & signed by Chairman.	Clerk: to publish.
4	<b>MATTERS ARISING:</b> – 13 iv – Thames Water have now fixed the leak in the field where the Crowell footpath will go. 13 vi – Duck Races held Sun 10/Feb, well attended & over £200 raised. 13 vii – No reply from Solicitor re: cross-village lanes – promised within 2w, after chasing.	Cllr. Hetherington to follow though.
5	<b>REPORTS FROM DISTRICT AND COUNTY COUNCILLORS</b> – No report from County Cllr. District Cllr report only received by email on day of meeting, but not yet circulated. D/Cllr Lloyd ran through a few pertinent points: <ul style="list-style-type: none"> <li>• Varying results from planning appeals affecting Chinnor and surrounds.</li> <li>• Sydenham and Towersey Neighbourhood Plans nearing completion.</li> <li>• T/Valley Police have used an allocation of S106 funding to install ANPR cameras at M40 J6 and along B4009 which have already picked up several “vehicles of interest” in relation to recent events, and/or those without tax, insurance or MOT.</li> <li>• Consultation Survey for new SODC offices – 266 responses, feedback to contractors. Immediate neighbours and local parishes will also have input to ultimate design.</li> </ul>	
6	<b>OPEN FORUM –</b> <ol style="list-style-type: none"> <li>i. One MOP advised the VAS at the cricket club entering Kingston Blount is not working, and the recently repaired VAS at Aston Rowant Road junction (going towards M40) does not display “Slow Down” when activated. Another MOP also advised the other Aston Rowant VAS (entering village from M40) has missing LEDs partly obscuring the display.</li> <li>ii. The grips on Kingston Hill are all blocked and need clearing.</li> <li>iii. The sump/pipes under the B4009 at Wakelins Cottage/Stert Road junction are also full of silt and need attention.</li> <li>iv. Re: agenda point 9c) – question raised as to where on our web-site the Planning Procedure document can be found. See minute 9iii below.</li> <li>v. The hedge has been cut adjacent to the Moors footpath but machinery used has damaged the edge of the recently renovated footpath.</li> <li>vi. New PCSO has been given a guided tour of the villages and made several visits to AR school already. Unfortunately, TVP are currently unable to locate the mountain bike that the parish purchased for the previous PCSO’s use. See also minute 10 vi.</li> <li>vii. A pothole at Pleck Lane/B4009 junction in Kingston Blount has been reported on “Fix My Street” by a MOP, but has been advised as not sufficient to warrant urgent repair, despite vehicles being on wrong side of road on the junction to avoid it.</li> </ol>	Clerk to liaise with OCC re: VAS displays.  Cllr.Hetherington to arrange.  Cllr.Hetherington to assess.  Clerk to contact OCC & push for an urgent fix.
7	<b>2019 ELECTIONS.</b> Timetable of events now received & Publication of Notice of Election will be on March 23rd with nominations to be received by 4pm on 3rd April. Budget allocations made in financial years 2018/9 and upcoming 2019/20 in case of a contested election in this parish – 7 councillor positions available.	Clerk to advertise & invite interest from potential candidates.
8	<b>CONTINGENCY PLANNING.</b> Required for use in an emergency, or if Clerk/Chair are indisposed. Details to include laptop password, bank details and on-line banking access, insurance, payroll/HMRC, etc. To be kept in sealed envelope – location to be decided.	Clerk to liaise with Chinnor clerks & compose.

**PLANNING****i Applications as follows to be confirmed/discussed:**

**P18/S4243/FUL:** for Variation of condition 2 (dwellings) on application P17/S4288/FUL to incorporate design changes. Demolition of Hill Cottage & stable. Erection of new dwelling, provision of new approach drive, landscaping, fencing & other works at Hill Cottage, High St, Kingston Blount.

**OBJECTION:** too many amendments to be considered as a variation of the original plans.

<http://www.southoxon.gov.uk/ccm/planning/ApplicationDetails.jsp?REF=P18/S4243/FUL>

**P19/S0107/FUL:** for demolition of part of existing dwelling and erection of a new detached dwelling with parking and access, plus alterations to existing access at Windrush, Chinnor Road, Aston Rowant.

**STILL UNDER CONSIDERATION BY COUNCILLORS.**

<http://www.southoxon.gov.uk/ccm/planning/ApplicationDetails.jsp?REF=P19/S0107/FUL>

**P19/S0052/HH:** - for Single and two storey extensions at Warren Farm, Aston Hill, Aston Rowant. **OBJECTION:** Too large and not in keeping with the Chilterns AONB.

<http://www.southoxon.gov.uk/ccm/support/Main.jsp?MODULE=ApplicationDetails&REF=P19/S0089/HH>

**P19/S0089/HH:** - for Garden office and workshop at Chestles Barn, The Green, Aston Rowant. **SUPPORT.**

<http://www.southoxon.gov.uk/ccm/support/Main.jsp?MODULE=ApplicationDetails&REF=>

**ii Decisions of S.O.D.C. as follows to be noted:**

**P18/S3856/HH:-** Replacement entrance gates at The Old Vicarage, Aston Rowant – **GRANTED**

**P18/S3392/FUL:-** Revision of application P17/S4443/FUL at The former Cherry Tree pub, Kingston Blount- **GRANTED**

**iii Planning Procedure Document – finalisation of revised document.**

Further advice sought and received from Oxfordshire Association of Local Councils and the Clerks at Chinnor resulting in a final draft for amendment. Chair of Planning absent from meeting, but happy with document as seen on email – of the councillors who were present, approved 3/0.

Resulting document to be posted to web-site under “Publications” tab:

<http://www.astonrowant.org.uk/Planning-Applications-Procedure.pdf>

Clerk: to post decisions to SODC planning portal.

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**FINANCE**

i.	The following payments were noted (Costs include VAT):	£ p
	Clerk December Salary	
	HMRC/P.A.Y.E re: Clerk December salary	
	Robyn Leinster (Nov)	25.32
	Peter Hetherington	11.20
	Robyn Leinster (Dec)	31.65
	SLCC 2019 Subscription	106.00
	ALCC 2019 Subscription	40.00
	S.Sowerby (NP Printing)	74.40
	Ridgeway Woodlands	570.00
ii.	Receipts as follows to be noted:	
	Moore Stevens (partial Audit Fee refund)	60.00
	HMRC (Annual VAT reclaim)	2201.52
iii.	The following payments were approved (Costs include VAT):	
	Clerk January Salary	
	HMRC/P.A.Y.E re: Clerk January salary	
	T.Lambourne (Printer Ink)	32.48
	SODC (Dog-Bin Emptying 1/Oct-31/Dec)	91.67
	Oxfordshire C/Council (Traffic Calming Consultation)	500.00
	Robyn Leinster	25.32
	mh-p Internet (astonrowant.org web-hosting)	108.00
	M.Day	58.80
	NOT ON AGENDA	

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	<p><i>Shelley Signs</i> NOT ON AGENDA 1044.00</p> <p><i>T.Lambourne (USB Storage)</i> NOT ON AGENDA 25.98</p> <p>iv. <i>The current financial situation as at 31st January 2019:</i></p> <p><i>Barclays Bank – Community Account</i> 35675.61</p> <p><i>Barclays Bank – Business Saver Account</i> 1092.28</p> <p><i>National Savings</i> 11428.55</p> <p><b>RESERVES</b></p> <p><i>Elections</i> (400)</p> <p><i>Village Hall Reserve fund</i> (690)</p> <p><i>Play Area Reserve Fund</i> (56)</p> <p><i>Parish Notes Reserve Fund</i> (1000)</p> <p><i>Neighbourhood Plan Reserve</i> (5216)</p> <p><i>Traffic Calming</i> (3840)</p> <p><i>Trees, Footpaths &amp; Environment Reserve Fund</i> (5640)</p> <p>v. <i>Budget 2018/9 v9 – Noted.</i></p> <p>vi. <i>To approve expenditure of c. £75 for service and maintenance of bicycle for PCSO to use around Parish. See minute 6 vi – expenditure approved 3/0, in the event the bicycle is eventually found.</i></p> <p>vii. <i>NOT ON AGENDA Interjection from MOP enquiring whether the signatories on the PCs National Savings investment account have yet been established. This account pre-dates the current Clerk and Chairman and it is believed that the MOP concerned is one of the signatories, as an ex-councillor, but was not confirmed at the meeting. The other possible signatory is also unconfirmed but could be an ex-councillor who is now deceased, in which case a death certificate would be required to proceed.</i></p>	
11	<b>HIGHWAYS:</b> - <i>No report, councillor concerned also absent from meeting.</i>	
12	<p><b>GRASS CUTTING &amp; GENERAL PARISH MAINTENANCE:</b></p> <p>i. <i>To approve Complete Weed Control quote (unchanged from 2018). Approved 3/0.</i></p> <p>ii. <i>To approve response to OCC email re: Highway Services and Community Safety.</i></p> <p>iii. <i>To approve new salt bin(s) – see 17b. New bins to be requested for top of Icknield Close, KB and at junction of AR Village road and B4009. Quotes to be obtained (other than through OCC) and approval sought for installation. Shovels will also be required.</i></p>	<i>Clerk to respond. Cllr Bernstein to research and report.</i>
13	<p><b>FOOTPATHS AND AMENITIES GROUP (FAAG):</b></p> <p>i. <i>Deed of licence for footpath to Crowell, for approval. Signed by Chair and Vice-Chair for return to Solicitor for landowner’s signature and then to proceed with work. Thanks recorded to Cllrs Hetherington and Day for their work in this regard.</i></p> <p>ii. <i>Great British Spring Clean 2019 – Saturday 30th March on Kingston Hill and Sunday 31st March in Aston Rowant, concentrating on lay-bys and bus-stops. Volunteers to be sought to assist, via noticeboards, KBAR &amp; web-site.</i></p> <p>iii. <i>Ongoing liaison with house holder on corner of AR Village road and B4009 to replace rotting wooden old-style road sign – approach made to Pyrton Woodworks for lengths of larch, existing letters have been collected for re-use.</i></p>	<i>Clerk to post. Cllr. Hetherington to organise.</i>  <i>Cllr. Hetherington to oversee.</i>
14	<b>PLAY AREA</b> – <i>Approval sought to obtain quotes for variety of essential repairs, including a completely new perimeter fence and gates and other remedial works. Approved 3/0.</i>	<i>Clerk: to obtain &amp; report.</i>
15	<p><b>CORRESPONDENCE –</b></p> <p>i. <i>Operation London Bridge – death of a Senior Royal. Procedures need to be put in place for increasing likelihood of such an event. Approval sought for expenditure on loose-leaf Book of Condolence, including black-edged paper from specific approved source, black table cloth, pens and blotter etc. Approved 3/0. Thought also needed re: appropriate site for condolence area and picture of deceased (also black-edged).</i></p> <p>ii. <i>Email requesting new salt bin at top of Icknield Close, KB. See 12 iii.</i></p>	<i>Clerk to compose and circulate, prior to adoption of plan.</i>
16	<b>DATE OF NEXT MEETING</b> – <i>Weds 13th March 2019 in Kingston Blount Village hall at 7.30pm.</i>	