

ASTON ROWANT PARISH COUNCIL

MINUTES of a meeting of the above Council held on Wednesday, 11th July 2018 in Aston Rowant Church.

PRESENT: Cllrs. L. French, S.Sowerby P. Hetherington (in the chair). 4 Parishioners also attended.

- 1) **APOLOGIES** –Cllrs M.Day, T.Hill and P.Tinson, D/Cllr L.Lloyd.
- 2) **DECLARATION OF INTEREST** – Cllr. Sowerby declared an interest in item 7a (P18/S2117/LDP) and stepped out of the room for that discussion.
- 3) **MINUTES** of the Parish Council Meeting held on 13th June 2018, were approved and signed.
- 4) **MATTERS ARISING.**
 - i. Re: minute 10 – the Clerk reported that discussions have taken place with Sydenham Parish Clerk and Sydenham PC have used a “contact” form to establish who wanted to be included in a mailing list. We could adapt to be GDPR compliant now and post on the web-site & KBAR, in the Parish Notes & a mail drop around the villages (using volunteers as suggested). Discussions to continue for presentation to the PC in September.
 - ii. Re: minute 16 –Web-site contact form is now adapted to be compliant, other issues to be discussed by Clerk & Cllr. Wodzynski for presentation to the PC in September.
 - iii. Re: minute 19 – Enquiries have established that, effectively, no-one owns the lanes through the village. See minute 13i for further info.
 - iv. Re: minute 20i – Any proposal to alter parish governance requires a Community Governance review, and SODC will not be undertaking any such reviews until after elections in 2019, with any changes agreed not being implemented until the elections in 2023. Additionally, D/Cllr Lloyd has advised that Crowell are happy with their current arrangements and have actively resisted such a move historically.
- 5) **REPORTS FROM DISTRICT AND COUNTY COUNCILLORS** – No communication from our County Councillor. The District Councillor report for July was circulated to all councillors by email and a copy is attached to these minutes.
- 6) **OPEN FORUM.**
 - i. A question was raised regarding agenda item 15c – transport sustainability within the parish and how parishioners could participate if only restricted to Open Forum items as discussed last month. A proposal was made to consider moving Open Forum to the end of the agenda. Vice-Chairman to take forward & discuss with Chairman & Clerk.
 - ii. A question was raised about more “aggressive” communication for Neighbourhood Plan and Traffic Calming issues. It was pointed out that both these issues have been extensively covered and publicised, so all parishioners should be aware of progress to date, particularly with traffic Calming.
- 7) **PLANNING**
 - i. **Applications** as follows were confirmed/discussed:

P18/S1546/FUL – Amendment No 1 to plans for erection of garden wall & gates at Wych Elm, Chinnor Road, Aston Rowant. Despite amended plans, and some improvement, OCC highways are still not happy, and the application should be further amended to meet their approval – either a lower wall (600mm) or set further back for proper vision splays and to be in keeping with neighbouring properties. **OBJECT: SHOULD BE REFUSED.**

P18/S2117/LDP – Listed Building Consent for proposed removal of existing flat-roof open porch above front entrance and construction of a new small porch with front door to match style of existing door and new window to side elevation to match existing windows at Chiltern Cottage, Pleck Lane, Kingston Blount.

Cllr. Sowerby declared interest in this item and stepped out of the room.

This is a minor extension and so long as all details including method of construction, materials and details are in keeping with the current design, **FULLY SUPPORT: SHOULD BE APPROVED.**
 - ii. **Decisions** of S.O.D.C. as follows were noted:

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 – **APPROVED.**

(NOT ON AGENDA) P17/S4443/FUL – First Floor rear extension over existing single-story rear extension, Conservatory to rear, change of use from A4 Public House to C1/A3 (B & B plus café) at The Cherry tree, park Lane, Kingston Blount – **APPROVED.**

- iii. **Planning Committee Notification – P17/S4235/FUL** Buildings adjoining Hill Cottage, High Street, Kingston Blount. Due to be heard at SODC Planning Committee hearing on 11th, now postponed to 25th July
- iv. **Procedure for commenting on planning applications for proposed publication.** Deferred until September when a full complement of councillors should be present to debate properly.
- v. **Review of Planning System** (as advised in July OALC Newsletter). How we should respond to this possible reduction in response time scale for 21 days to 14 days. Deferred until September, as above.

8) FINANCE

	£	p
i. The following payments were noted (Costs include VAT):		
Clerk June Salary		
HMRC/P.A.Y.E re: clerk June salary		
Mh-p Internet	90.00	
George Stevens	420.00	
George Stevens	290.00	
Chiltern Society	30.00	
Centrewire Ltd	679.20	
MK Watts (Grass-Cutting for April & May)	617.12	
T.Lambourne (Microsoft 365 Subscription renewal)	79.99	
ii. Receipts as follows to be noted: None		
Trust for Oxfordshire (Grant)	566.00	
Walks Booklets	16.50	
iii. The following payments were approved (Costs include VAT):		
Clerk June Salary		
HMRC/P.A.Y.E re: clerk June salary		
T.Lambourne (McAfee anti-virus renewal for parish laptop)	109.99	
Mh-p Internet Ltd (Archive upload of NP minutes)	24.00	
George Stevens (£230 May) & (£170 June - NOT ON AGENDA)	400.00	
Stephanie Johns (Reissue of cheque for Internal Audit, incorrect payee)	108.00	
Mh-p Internet (GDPR Web-site update)	84.00	
Robin Leinster (June Litter, plus new litter picker to replace broken one)	38.24	
MK Watts (Grass-Cutting for June)	NOT ON AGENDA	462.85
Matthew Parry Computer Services	NOT ON AGENDA	85.00
Complete Weed Control	NOT ON AGENDA	264.00
T.Lambourne (Expenses/Mileage Apr-Jun)	NOT ON AGENDA	66.42
iv. The current financial situation as at 30th June 2018:		
Barclays Bank – Community Account	32725.55	
Barclays Bank – Business Saver Account	1091.20	
National Savings	11345.27	
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	(2140)	
v. Budget 2018/9 v3 - Noted.		
vi. Update on discussions with Barclays re: payments by BACS. No progress made.		

9) HIGHWAYS: - Cllr. Day reported (by email)

- i. OCC Highways have been chased for a timeframe on approval for the revised chicanes at the entrances to Kingston Blount, no response yet.
- ii. We have advertised for volunteers to help with Traffic Calming, but no one has responded.

- iii. *The key objective will be fund raising for the Kingston Blount chicanes, and then canvassing in Aston Rowant for views on that section of the B4009 and holding public meetings to get views and ideas.*
 - iv. *No traffic related incidents to report in the past month.*
- 10) HILLWERKE TRUST** – *A new Site Manager has been appointed as recently advertised. No formal report as July meeting deferred a week, to Monday 16th July.*
- 11) NEIGHBOURHOOD PLAN** –*The NP Committee had a table at the recent Aston Rowant Fete, answering questions from parishioners on the plan and progress so far. No formal report as July meeting deferred a week, to Tuesday 17th July.*
- 12) GRASS CUTTING & GENERAL PARISH MAINTENANCE:** *We have received an offer of funds up to £400 from the Street Fayre Committee to pay for extra grass-cutting on the verge towards Crowell, pending completion of the proposed permissive footpath. A quote was obtained from George Stevens who is prepared to add this to his monthly jobs list for an extra £35. The Clerk to write to the Street Fayre Committee to accept the offer, possibly not all £400 will be required and can be allocated to another local cause.*
- 13) FOOTPATHS AND AMENITIES GROUP (FAAG) –**
- i. **Ownership of the Lanes.** *OCC Countryside Services did a search to try to find ownership of the Lanes - Public Footpath AR20. There is no recorded ownership. OCC are responsible for the surface of the path probably to a depth of 10cm. They are also responsible for keeping the right of way open and a consultee in respect of the planning application for the Donkey Field. If there is no formal ownership, could the PC register interest? Cllr Hetherington to take forward and report back.*
 - ii. **Footpath Maintenance.** *There has been massive growth in May and June and many paths became overgrown. Most have been cleared either by farmers, OCC Countryside Services or ARPC but some remain difficult to walk. All farmers are asked to help by keeping their field paths clear. OCC are short of the necessary resources and can only deal with what they class as priorities i.e. those that are considered a health and safety risk, or road signage.*
 - iii. **Permissive Footpath to Crowell.** *The farmer has promised that when he cuts the crop, he will cultivate the land for the line of the path from Kingston Blount to Crowell. It will be levelled and rolled ready for late summer planting of grass seed. When the grass is established, it is intended to put down an artificial surface through which the grass will continue to growth, like the car park extension at the Village Hall. A Trust for Oxfordshire’s Environment Grant will be applied for and they have indicated their future support for the project.*
 - iv. **Parish Walks.** *We have had two walks this year, the one from Christmas Common at New Year was very well supported and the other in Spring from Sydenham was not. Notice of the next New Year walk on Sunday 6 January leaving the Aston Rowant Thame Lambert at 10.00am. It will be 6 miles and visit the Aston Rowant Nature Reserve, Wormsley, and Cowlease Wood.*
 - v. **Church Lane.** *Further work is needed to improve the surface of the Bridleway which leads down to the Fiveways Nature Area. Quotes will be obtained., discussed and circulated to all Parishioners. It is hoped to do the work in August. Timing to be discussed with the farmers who use the track.*
 - vi. **Sign and Information Board for Fiveways.** *An Information Board is being designed and comparative costings will be put to the Council in due course.*
- 14) PLAY AREA** – *Annual RoSPA inspection scheduled for this month. Several minor issues have been reported from recent monthly inspections, so we should be prepared for possible expenditure for a longer-term fix on some items than the temporary repairs made so far.*
- 15) CORRESPONDENCE –**
- i. *See item 12 above. Quote from George Stevens to undertake extra cuts as required - £35. Noted*
 - ii. *Letter from Thames Valley Air Ambulance thanking us for 2018 grant funding. Noted*
 - iii. *Email from parishioner re: buses serving the parish and the need to publicise these connections to show transport sustainability within the parish. Details will be published in the next issue of parish Notes.*
 - iv. *Email from “Fix my Street” re: update on non-working VAS at Aston Rowant junction. Now the VAS has been destroyed following a traffic accident, OCC are looking at funding for a full replacement. Noted.*
 - v. *Lions Roar Magazine (RAF Benson). NOT ON AGENDA Noted.*
- 16) OTHER MATTERS & WRITTEN REPORTS – 2019 Elections.** *Deferred to September for Chairman to take forward.*

17) OTHER URGENT MATTERS at the discretion of the Chairman –

- i. We have been made aware of a Public Enquiry/Appeal for a proposed Travellers Site in Tetsworth. Public Enquiry to be held on 14th August at Tetsworth Memorial hall at 10am for 4 days, with the appeal start date 8th September (Appeal reference: APP/Q3115/W/16/3156409). There is much concern in Tetsworth over this and a few of our parishioners have suggested we should support them at the enquiry. As the site is not in our parish, we were not consulted on the initial planning application (P15/S3939/FUL) but the Clerk is to contact Tetsworth Parish Clerk to see what support we may be able to give as this could have repercussions for this Parish if the site gets the go-ahead.*
- ii. Re: minute 8 in June Appointments to Parish and Other Organisations. Cllr. Hetherington confirmed he is to continue as liaison for Chinnor Village Centre, and Wodzynski will take over the vacant Transport Representative role.*

18) DATE OF NEXT MEETING – Wednesday 12th September 2018 in Kingston Blount Village hall at 7.30pm.