

# ASTON ROWANT PARISH COUNCIL (ARPC)

**MEETING: 10th July 2019 7:30PM**

**KINGSTON BLOUNT VILLAGE HALL**

**PRESENT:** Cllrs. A.Bernstein (AB), M.Day (MD), T.Hill (TH), M.Priestley MP), P.Tinson (PT) in the chair, S.Sowerby (SS), J.Wyatt (JW).

	<b>Minutes</b>	<b>Actions</b>
1	<b>APOLOGIES:-</b> Cllr M.Day, D/Cllrs L.Lloyd & I.White.	
2	<b>DECLARATIONS OF INTEREST:-</b> Steven Sowerby - cricket club planning application (P19/S0842/FUL) Lawney Hill - cricket club planning application (P19/S0842/FUL) Lawney Hill - Woodway Farm planning application (P19/S1338/FUL) Matthew Priestley - cricket club planning application (P19/S0842/FUL) John Wyatt – Town Farm planning application (P19/S2062/FUL)	
	<b>MINUTES OF JUNE MEETING:</b> The minutes were approved.	Clerk to publish.
4	<b>MATTERS ARISING:</b> 1. May minutes - Minute 2 should read “Cllr Sowerby declared an interest in 11 iv” not 10iv. 2. From May minutes - see 16C. 3. From May minutes – Councillor DPI’s – spouse details have not been included on all but one form. It is for each Councillor to declare what they see fit to declare. It is not for the Clerk or the District Monitoring Officer to police content before publishing. 4. Minute 4(2) – Dropbox facility still not working. Cllr. Priestley to assist Clerk in setting up. 5. Minute 9(3) Cheque to OALC should have been £360.00 (to include VAT). Agenda was incorrect. Cheque for extra £60.00 issued (see 8c).	Noted. Noted. Clerk to email copy to Cllrs for review. Clerk/MP to liaise Noted.
5	<b>REPORTS FROM DISTRICT AND COUNTY COUNCILLORS:-</b> Comprehensive report on implications of possible changes to SODC Local Plan following recent elections and political make-up of SODC. Ramifications for smaller villages if Chalgrove Airfield and/or other proposals scrapped. Both D/Cllr White & D/Cllr Lloyd not present due to SODC cabinet meeting tonight where future of SODC LP to be discussed for taking forward to full council to vote upon. 4 main options (with possible timescale): 1. Continue to examination, with no changes (Nov’19.) 2. Continue to examination, with a series of main modifications (Jun’20). 3. Withdraw plan, make changes and submit revised plan to Sec. of State (Jan’22). 4. Withdraw plan and restart the process (Apr ’23) having spent £2M public money so far.	
6	<b>OPEN FORUM:</b> 1. The verges at AR/B4009 junction are untidy with weeds growing freely. 2. No monthly newsletter from the school recently and villagers were unaware the “village” fete now run by school PTA, and not being held on the Green. It was noted that the old committee disbanded due to lack of volunteers & owner of the Green no longer allowing access. The School have taken it on and ARCC stepped in to provide the new venue.	AB to Strim/tidy. AB to resume liaison with school from Sept.
7	<b>PLANNING</b> <b>Applications as follows to be confirmed/discussed:</b> <u>P19/S1978/DIS</u> - Discharge of condition 4 - Tree Protection (Detailed) to application . NO OBJECTION <u>P19/S0052/HH</u> - Single and two storey extensions at Warren Farm Aston Hill near Aston Rowant. NO OBJECTION <u>P19/S2062/FUL</u> - Formation of new access and driveway at Town Farm Cottage, Kingston Blount. Still under discussion. Misgivings around access point. Informal site visits by each Cllr. Concerned. RESPONSE TO BE MADE BY 25/JUL <u>P19/S1338/FUL</u> - Woodway Farm, Aston Rowant - Variation of conditions: amendment to planting scheme, amendment to planning application and erection of two agricultural buildings. NO OBJECTION.	Individual councillors to view Town Farm site as required & respond to Clerk by Mon 22/Jul.

<p><u>P19/S1654/FUL</u> - Windrush, Chinnor Road, Aston Rowant - demolition of part of the existing dwelling. <b>NO OBJECTION.</b></p> <p><u>P19/S0876/HH</u> - Amendment (no. 1) for development work at the following location: Aston House Butts Way Aston Rowant - as supported by Arboricultural Information 2019-06-27. <b>NO OBJECTION.</b></p> <p><u>P19/S0842/FUL</u> - Aston Rowant Cricket Club, Chinnor Road, Aston Rowant <b>NOT ON AGENDA</b> (deferred from last month and extension to 11/Jul granted by SODC to allow for public meetings). <b>OBJECTION.</b></p> <p><b>Decisions of S.O.D.C. as follows to be noted:</b></p> <p><u>P19/S1119/HH</u> - Construction of two storey front extension, plus changes to roofing and cladding at The Applegarth, Chinnor Road, Aston Rowant. <b>GRANTED.</b></p> <p><u>P19/S1383/HH</u> - Single storey domestic garden room and store to replace existing timber garden store at Hillside Cottage Aston Hill near Aston Rowant. <b>GRANTED.</b></p> <p><u>P19/S1339/LB</u> - Take well in back garden down to ground level and cap with toughened glass to make safe at Ferndale House, High Street, Kingston Blount. <b>GRANTED.</b></p>	<p>Clerk to respond to all on SODC planning Portal.</p>																																																												
<p><b>FINANCE:</b></p> <p>1. <u>The following payments to be noted</u> (Costs include VAT):</p> <table border="0"> <tr><td>Clerk May Salary</td><td></td></tr> <tr><td>HMRC/P.A.Y.E re: Clerk May salary</td><td></td></tr> <tr><td>P.Tinson (Chairman Annual Allowance)</td><td>95.00</td></tr> <tr><td>Chinnor United Benefice (2019 Grant)</td><td>896.00</td></tr> <tr><td>Thames Valley Air Ambulance (2019 Grant)</td><td>110.00</td></tr> <tr><td>Chinnor Village Centre (2019 Grant)</td><td>555.00</td></tr> <tr><td>T.Lambourne (Microsoft 365 Renewal)</td><td>79.99</td></tr> <tr><td>Chiltern Society</td><td>30.00</td></tr> <tr><td>Westcotec Limited</td><td>90.00</td></tr> </table> <p>2. <u>Receipts as follows to be noted:</u> None.</p> <p>3. <u>The following payments to be approved</u> (Costs include VAT):</p> <table border="0"> <tr><td>Clerk July Salary</td><td></td></tr> <tr><td>HMRC/P.A.Y.E re: Clerk July salary</td><td></td></tr> <tr><td>CL Products Ltd t/a MatsGrids</td><td>3864.00</td></tr> <tr><td>OAL C (VAT element of cheque issued incorrectly last month)</td><td>60.00</td></tr> <tr><td>Robyn Leinster (May Litter)</td><td>25.32</td></tr> <tr><td>Robyn Leinster (June Litter)</td><td>31.65</td></tr> <tr><td>Ridgeway Rural Services (May)</td><td>342.00</td></tr> <tr><td>Ridgeway Rural Services (June)</td><td>Not Yet Received</td></tr> <tr><td>MK Watts (May &amp; June) ## CHQ 01829 CANCELLED ##</td><td>672.00</td></tr> <tr><td>SODC (Uncontested Elections Fee)</td><td>100.00</td></tr> <tr><td>Complete Weed Control</td><td>264.00</td></tr> </table> <p>4. <u>The current financial situation as at 30sth June:</u></p> <table border="0"> <tr><td>Barclays Bank – Community Account</td><td>36754.58</td></tr> <tr><td>Barclays Bank – Business Saver Account*</td><td>1093.74</td></tr> <tr><td>National Savings</td><td>11428.55</td></tr> <tr><td>Elections Reserve</td><td>(800)</td></tr> <tr><td>Village Hall Reserve fund</td><td>(690)</td></tr> <tr><td>Play Area Reserve Fund</td><td>(700)</td></tr> <tr><td>Parish Notes Reserve Fund</td><td>(1000)</td></tr> <tr><td>Neighbourhood Plan Reserve</td><td>(5061)</td></tr> <tr><td>Traffic Calming</td><td>(5840)</td></tr> <tr><td>Trees, Footpaths &amp; Environment Reserve Fund</td><td>(7460)</td></tr> </table> <p>*55p interest added 30/June but statement not received in time for agenda.</p> <p>5. Budget 2019/2020 v3 – Noted.</p> <p>6. Signing of new mandates for Barclays Bank account and NS&amp;I Investment account. Signed by AB &amp; PT, MD not present – to sign before AB presents to Barclays for ID purposes.</p>	Clerk May Salary		HMRC/P.A.Y.E re: Clerk May salary		P.Tinson (Chairman Annual Allowance)	95.00	Chinnor United Benefice (2019 Grant)	896.00	Thames Valley Air Ambulance (2019 Grant)	110.00	Chinnor Village Centre (2019 Grant)	555.00	T.Lambourne (Microsoft 365 Renewal)	79.99	Chiltern Society	30.00	Westcotec Limited	90.00	Clerk July Salary		HMRC/P.A.Y.E re: Clerk July salary		CL Products Ltd t/a MatsGrids	3864.00	OAL C (VAT element of cheque issued incorrectly last month)	60.00	Robyn Leinster (May Litter)	25.32	Robyn Leinster (June Litter)	31.65	Ridgeway Rural Services (May)	342.00	Ridgeway Rural Services (June)	Not Yet Received	MK Watts (May & June) ## CHQ 01829 CANCELLED ##	672.00	SODC (Uncontested Elections Fee)	100.00	Complete Weed Control	264.00	Barclays Bank – Community Account	36754.58	Barclays Bank – Business Saver Account*	1093.74	National Savings	11428.55	Elections Reserve	(800)	Village Hall Reserve fund	(690)	Play Area Reserve Fund	(700)	Parish Notes Reserve Fund	(1000)	Neighbourhood Plan Reserve	(5061)	Traffic Calming	(5840)	Trees, Footpaths & Environment Reserve Fund	(7460)	<p>6. MD to sign. Clerk to copy before sending.</p>
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	<p>7. To approve new wireless Printer, Scanner, Copier for use by Clerk. 3 quotes varying between £99 - £150+ Approved.</p> <p>8. 2018/9 Audit - Internal audit not concluded until 11/Jun but unable to sign-off at June meeting due to Clerk's absence. Minor comments addressed by Clerk subsequently. Full 2018/9 Annual Governance and Accounting statements signed-off by Chair and Clerk.</p>	<p>7. Clerk to obtain best machine for requirements.</p> <p>8. Clerk to submit by deadline.</p>
9	<p><b>HIGHWAYS:</b> No update on traffic calming progress, or other issues, due to Cllr. Day's absence.</p>	
10	<p><b>GRASS-CUTTING &amp; GENERAL MAINTENANCE:-</b></p> <ol style="list-style-type: none"> <li>Hedges along the Lanes have now been cleared and added to the handyman's rota.</li> <li>Accident debris at the junction of AR/B4009 cleared away by Cllr.Hill.</li> <li>Overgrown pathways in Pleck Wood have been cleared by clr.Day.</li> <li>Too much litter on main road (not covered by litter-picker for insurance reasons). Request purchase two long handled "grabbers" and working party to clear litter on more frequent basis than the Spring Clean Litter pick.</li> </ol>	<p>4.TH has equipment already. working party to be arranged over summer</p>
11	<p><b>FOOTPATHS AND AMENITIES GROUP:</b></p> <ol style="list-style-type: none"> <li>Mesh for Crowell Path now received, installation set for Sat 28/Sep &amp; Weds 2/Oct by 12 workers from Chiltern Society but 4-6 volunteers requested in addition for each day.</li> <li>People have been seen walking on the incomplete path, despite notices and physical barriers. This will damage the base for the mesh and must be stopped until path is complete and open (after Christmas).</li> <li>Peter Hetherington to remain as Chair for 2018/9, Cllr. Sowerby to take over in due course.</li> <li>Moors Footpath (AR7) between ARCC &amp; School needs minor repairs – Ridgeway Rural Services to quote and possible date during October half-term to undertake work.</li> <li>Suggestions for possible future projects to be requested via Parish Notes &amp; KBAR.</li> </ol>	
12	<p><b>PLAY AREA:</b></p> <ol style="list-style-type: none"> <li>Ridgeway Rural Services to quote for minor repairs requested but not yet received.</li> <li>New contractor details obtained from Chinnor PC for rest of work (qualified and suitably insured). Await RoSPA report (due Jul/Aug) for schedule of "must do" repair/works to be drawn up for consideration and approval in September meeting</li> </ol>	<p>Clerk to follow-up both.</p>
13	<p><b>ASTON ROWANT CRICKET CLUB:</b></p> <ol style="list-style-type: none"> <li>The club requested SODC delay to the decision on the new planning application (see Planning Section above) to allow time to re-evaluate everything. It should be noted that the previously agreed plans (P16/0894/FUL) still stand if the new application is rejected.</li> <li>The Aston Rowant School PTA fete was a huge success and it should be noted that the approach for a venue was made by the PTA, not the club. If approached again would look favourably again upon the request.</li> <li>Increasing issues occurring with dog mess on the ground and recent acrimonious postings on KBAR. Not a PC issue as the ground is privately owned, but the adjacent Moors footpath is PC maintained, so a polite request to be posted on KBAR for all to respect this.</li> </ol>	<p>PT/MP to compose and post.</p>
15	<p><b>NEIGHBOURHOOD PLAN:</b></p> <ol style="list-style-type: none"> <li>May NPSG Minutes ratified. June minutes only approved by NPSG on 10/Jul so not on PC agenda – will be ratified in September, with July (&amp; possibly August) minutes.</li> <li>No further forward due to the delay to the SODC Local Plan (see minute 5). The NPSG is eager to proceed and are looking to re-write a certain section once the LP situation is clarified, proceeding to referendum in March 2020. The ongoing legal challenge is still not concluded but in the absence of instruction stop, will proceed as planned until otherwise.</li> <li>NPSG members for 2019-2023 PC term formally approved. There have been a couple of resignations from the Committee due to members moving from the Parish and the NPSG is still seeking clerical support. An appeal will be issued via the Parish Notes.</li> </ol>	
16	<p><b>WEB-SITE &amp; COUNCILLOR EMAIL ADDRESSES –</b></p> <ol style="list-style-type: none"> <li>Design and content looking "very tired" and not fit for purpose and it was felt that other alternatives should be investigated. While we are due a 5y update from current provider, Cllr. Bernstein has investigated briefly. It was pointed out that the current plan is fully-managed, by a Parish Council expert who uploads most of the planning content and news</li> </ol>	<p>1. AB, to investigate more fully &amp; report in September.</p>

	<p>items automatically and keeps us legal (including GDPR accessibility legislation (from Sept'20). It should also be noted that the Clerk has no capacity to take on additional web-site input and control within the contracted hours.</p> <p>2. Official email addresses for councillors following new intake briefly discussed.</p>	<p>2. Clerk to liaise with web-master re: cost &amp; set-up.</p>
16	<p><b>CORRESPONDENCE:</b></p> <p>1. Email from Children's Air Ambulance requesting permission for their recycling banks).</p> <p>2. Card from Chinnor Village Centre in thanks for our 2019 grant of £555.00.. Noted.</p> <p>3. Email from parishioner re: May minute 3 (Councillors Declarations of <u>Pecuniary</u> Interest Forms as opposed to Declaration of Interest made at each meeting). Noted. The Clerk explained the crucial difference which is purely incorrect phraseology, and confirmed the correct paperwork has been lodged with SODC, which is freely available for the public to see.</p>	<p>1. Not discussed.</p> <p>3. Clerk has already replied to correspondent.</p>
17	<p><b>DATE OF NEXT MEETING –</b> Weds 11th July 2019 in <u>Kingston Blount Village Hall</u> at 7.30pm <b>### THERE IS NO MEETING IN AUGUST ###</b></p>	