

ASTON ROWANT PARISH COUNCIL

MINUTES of a meeting of the above Council held on Wednesday, 10th October 2018 in Kingston Blount Village Hall.

PRESENT: Cllrs. M.Day, P.Hetherington (in the chair), T.Hill, S.Sowerby and D/Cllr.L.Lloyd
11 members of public were present at the start, more arrived during the meeting.

- 1) **APOLOGIES** –Cllrs P.Tinson & M.Wodzynski.
- 2) **DECLARATION OF INTEREST** – Cllr Hill declared an interest in item 7e of the agenda (see minute 7v).
- 3) **MINUTES** of the Parish Council Meeting held on 14th September 2018, were approved and signed.
- 4) **MATTERS ARISING.**
 - i. Re Minute 11ii – the Clerk reported that all agendas and minutes for the NP have now been posted and are up-to-date at the time of the meeting, although a reminder had to be given regarding the agenda for the October meeting.
- 5) **REPORTS FROM DISTRICT AND COUNTY COUNCILLORS** – No communication from our County Councillor. The District Councillor report for October was circulated to all councillors by email on 1/Oct. Cllr.Day raised a query regarding SODC Grant funding for Traffic Calming measures – see minute 17ii.
- 6) **OPEN FORUM.**
 - i. A question was raised as to why co-option of a new councillor could not occur at this meeting and why the issue was as low as item 17 on the agenda. See minute 17i.
 - ii. A question was raised regarding the Planning Appeal in respect of P18/S0001/FUL by SODC, see minute 7v.
 - iii. A further question was raised regarding a planning issue, specifically the reduced timescale for response to P18/S3159/PP. Cllr.Day advised that this not a full planning application, only Planning in Principle (“PIP”) which is a precursor to a possible future planning application. See minute 7i for the PC response to the issue.
- 7) **PLANNING**
 - i. **Applications as follows were confirmed/discussed:**
 - P18/S2285/FUL** Demolition of part of the existing dwelling and the erection of a detached dwelling with parking and access, together with alterations to the existing access at Windrush, Chinnor Road, Aston Rowant, OX49 5SH. **APPLICATION WITHDRAWN BY APPLICANTS.** Possible re-submission to follow.
 - P18/S2629/HH & P18/S2630/HH** Single storey extension and associated improvement works to the house and garage at Ferndale House, High, Kingston Blount, OX39 4SJ. **NO OBJECTION, SHOULD BE APPROVED.**
 - P18/S3159/PIP** Planning in Principle for demolition of existing house and out-buildings, and replacement with four dwellings at Wayside, Kingston Stert, OX39 4NL. **OBJECTION, SHOULD BE REFUSED.**
 - ii. **Decisions of S.O.D.C. as follows were noted:**
 - P17/S4235/FUL** Buildings adjoining Hill Cottage, High Street, Kingston Blount, OX39 4SJ. **GRANTED** (following approval at SODC Planning Committee meeting held on 26/September).
 - iii. **Planning Procedure Document:** formally adopted by 4 votes to 0, all councillors having given prior approval via email. The Clerk to send the document to our web-host for inclusion on the Planning tab of the PC Web-site. Cllr. Sowerby also requested it be circulated to all members of the Neighbourhood Plan Steering Group.
 - iv. Cllr.Day, as Chairman of the planning committee, put forward a proposal that the planning committee should consist of no more than 5 people (including the Chairman), all of whom must have attended the relevant training course run by Oxfordshire Association of Local Councils prior to becoming a full member of the planning team. Any councillor new to the role, will shadow an existing councillor initially. The Parish Council Chairman is not part of the Planning Committee, unless a casting vote is required. This process is to be adopted immediately and was agreed unanimously.
 - v. **Planning Appeal:** P19/S0001/FUL St John Homes – written representations only, direct to the Planning Inspectorate (details on SODC web-site). The PCs submission has been made, along with numerous other interested parties and the period for commenting closed on 10 October. The decision, once made, will be available to view at: <https://acp.planninginspectorate.gov.uk> quoting the appeal reference.

8) FINANCE

	£	p
i. The following payments were noted (Costs include VAT):		
Clerk July & August Salary		
HMRC/P.A.Y.E re: clerk July & August salary		
George Sevens		400.00
T. Lambourne (Printer Ink)		60.16
mh-p Internet (Annual Plan Renewal)		828.00
SODC (Dog-Bins)		91.55
Centrewire Ltd		602.40
SODC (Parish Poll)		1147.55
MK Watts		154.28
DM Payroll Services		40.50
Playsafety (Annual RoSPA Inspection)		113.40
Hillwerke Trust		55.25
Information Commissioner (Data Protection)		40.00
Robyn Leinster		56.97
ii. Receipts as follows to be noted:		
SODC (Precept Part 2)		11587.50
Walks Booklets		27.00
iii. The following payments were approved (Costs include VAT):		
Clerk September Salary		
HMRC/P.A.Y.E re: clerk September salary		
M.Day (NP Printing costs)		65.00
Robyn Leinster (Litter September)	NOT ON AGENDA	31.65
Prysebros Ltd (Complete Weed Control)	NOT ON AGENDA	264.00
Moore Stephens (Annual Audit)*	NOT ON AGENDA	528.00
George Stevens	NOT ON AGENDA	690.00
* Fee to be queried by Clerk as charged for extra work.		
iv. The current financial situation as at 30th September 2018:		
Barclays Bank – Community Account	39510.88	
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	(4465)	
Traffic Calming	(1840)	
Trees, Footpaths & Environment Reserve Fund	(2140)	

v. Budget 2018/9 v5 - Noted.

9) HIGHWAYS: - Cllr. Day reported:

- The final traffic calming plans will be put before OCC Highways committee at a meeting on 15th November, which he will attend on behalf of the PC.
- Possibility of funding via an SODC grant was raised, but D/Cllr. Lloyd advised this would not be considered eligible.
- Two traffic incidents to report in the past few weeks, both at the junction of the B4009 and Kingston Hill, and both due to pulling out where no right-of-way, or un-sighted. No injuries, but significant damage to vehicles.

10) HILLWERKE TRUST –Cllr. Sowerby reported that the future of Pleck Wood (as a community asset) was to have been discussed at this meeting, at the request of the Hillwerke Trust Chairman, but will be deferred in view of other items on this month's agenda. It will be discussed next month with the PC Chairman present. The wood is a community asset, planted at the turn of the Millennium, and needs to be constantly maintained now the previous volunteers have moved away from the village. The undergrowth is badly in need of cutting back to maintain pathways and weed control.

11) NEIGHBOURHOOD PLAN –

- i. *Cllr. Hetherington read out a statement from the PC Chairman in his absence, to advise of a legal challenge to the validity of the Neighbourhood Plan made by JCPC on behalf of “clients within the parish of Aston Rowant” and highlighting shortfalls in procedure and publishing of agendas and minutes. The PC have referred the matter to SODC who, in turn, are taking legal advice of their own before proceeding. Hopefully any delay will be only for a few weeks, but depending on what the legal teams agree, it could have a longer-term impact. No further comment can be made until we have received their advice as to how to proceed.*
- ii. *The statement was also read out at the NPSG meeting held on 11th October, and whilst very disappointing, the decision was made to carry on working on the plan until told otherwise. This has meant that progress to date cannot be brought to the PC for approval at this time. The plan runs to 200+ pages, represents over two and a half years work, and any delay will affect our ability to protect green spaces in the villages.*

12) GRASS CUTTING & GENERAL PARISH MAINTENANCE: *No report – no grass-cutting due to continued dry weather.*

13) FOOTPATHS AND AMENITIES GROUP (FAAG) – *Cllr.Hetherington reported:*

- i. *The permissive footpath to Crowell is proceeding in liaison with the landowner and under legal advice a proposed 10y renewable lease for the land is to be granted to the PC for a 3m wide strip of land inside the boundary hedge with the B4009, the actual path being 1m of that. Legal fees so far amount £500 + VAT and approval to pay was sought – proposed by Cllr. Sowerby and seconded by Cllr.Day.*
- ii. *Cllr. Sowerby mentioned discussions with a local business who would benefit from the path allowing safe passage along the B4009 and will report on possible cost-sharing at a future date.*
- iii. *Although Public Forum had passed, a question was allowed from the floor as to the possibility of a similar path to the Oxford Tube bus-stop from The Lambert Arms. This is in Lewknor parish, so not our remit, and is more matter for them in liaison with OCC Highways.*
- iv. *Planting of trees on land along the Stert Road has been agreed with the farmer, it is proposed to purchase Rowan trees which will grow quickly and look good when matured.*

14) PLAY AREA – *September inspection highlighted the continued problem of an unacceptable level of bird-droppings on the equipment. The PC considered this last year, and the matter of plastic spikes on some of the equipment was rejected, but we have agreed to re-visit this and Cllr. Sowerby will investigate & report back on cost and fitting.*

15) ASTON ROWANT CRICKET CLUB – *Cllr.Sowerby has received an end of season report and advised:*

- i. *The first player from the club (Linsey Smith) has been selected to play for a full England team, and another (Miles Hammond) has been given a 3-year contract with Gloucestershire CC, a testament to ARCC Youth Policy. We wish to record congratulations to both and wish them every success in their careers.*
- ii. *The 1st team finished third in their league which is the highest league they are eligible to play in, and the 3rd team finished top of their league gaining promotion from Div 6 to Div 5 which means they will be playing against mainly 1st team opposition next year. The Cherwell League have imposed certain Rules and Regulations regarding playing facilities and changing rooms which, if not addressed, could cancel out the well-earned promotion.*
- iii. *The AGM will take place on 30th November in KB Village Hall and will be followed by an open meeting at which the clubs’ future plans can be discussed, including the possibility of a further planning application to address the issues in 15ii above.*

16) CORESPONDENCE –

- i. *Email from Theresa Clark re: planning site visit for proposals at Town Farm, KB. Await application before visiting.*
- ii. *Email regarding potential closure of Bledlow Ridge Recycling Centre & implications for AR parish. The Clerk to write expressing concern as this is our nearest recycling centre.*
- iii. *Request for disclosure of NPSG names and addresses. Available from Agenda and minutes on web-site.*
- iv. *Letter from JCPC re: Neighbourhood Plan. Referred to NP Committee & SODC. See minute 11i.*

17) OTHER MATTERS & WRITTEN REPORTS –

- i. *Casual Vacancy Notice - expired on 4th Oct. SODC have advised that no electors came forward to request an election and as a result we are now free to co-opt. We have one interested party, and provided no one else indicates an interest, we should be able to co-opt at the start of November’s meeting, subject to completion of the legalities. The Chairman will contact the person concerned to take forward.*

- ii. *SODC Grants for local use - D/Cllr Lloyd advised that grants to ARCC & for traffic Calming not would be eligible as there are other sources of funding available. Parish Noticeboards would be eligible, and all three are badly in need of replacement, but as we run a grant scheme and give money away any application would have to be through Th Hillwerke Trust, or the Footpaths & Amenities group. The Clerk will get a quotes and costs package together & circulate by email for councillors approval as the application must be made by our next PC meeting.*
- iii. *Cllr Hill reported that a couple of man-hole covers in AR village road have failed because of damage by heavy vehicles. Details to follow for the Clerk to take the matter up with OCC Highways, or the relevant utility company.*

18) OTHER URGENT MATTERS at the discretion of the Chairman – None.

19) DATE OF NEXT MEETING – Wednesday 14th November 2018 in Kingston Blount Village hall at 7.30pm.