

## AYNHO PARISH COUNCIL

### **Minutes of the Council Meeting held on Monday 3<sup>rd</sup> November 2014 at 7.30 pm in the Village Hall**

Present: Chair – Stephen Brook  
Councillors – Hoddinott, Mann, James, Burge, Anderson, and Leighton

In Attendance: Sadie Patamia (Clerk), Roger Wertheimer (RFO) and 2 members of the public.

#### **1. Apologies for Absence**

Apologies were received from Cllr Belcher.

#### **2. Declarations of Interest**

There were no declarations of interest

#### **3. Minutes of the Council Meetings held on Monday 6<sup>th</sup> October 2014**

It was proposed by Cllr Anderson seconded by Cllr Hoddinott and therefore agreed that the minutes of the meeting held on 6<sup>th</sup> October 2014 should be signed subject to the following amendments –

The RFO had sent his apologies.

#### **4. Matters arising not on the Agenda**

The Clerk stated she had asked AGU to carry out the tree work on Portway. She understood they were currently quite busy but that the work would be carried out in due course.

The Clerk confirmed she had put the Conservation Area consultation into the newsletter.

She confirmed the field was to be cut again.

She confirmed she had spoken to NCALC as requested and that this would be discussed under item 11 on the agenda.

The Clerk confirmed that the PC were now free to co-opt a new councillor. This will be communicated to the village.

#### **5. Finance, to include budget for 2015/16**

It was proposed by Cllr James, seconded by Cllr Hoddinott and therefore agreed that the cheques listed on the attached report (RW/10/14) should be signed.

The Chair stated that the attached report (AYN/INEX/2014) showed how the accounts currently stood. This was reviewed by the members.

It was agreed that the precept and budget 2015/16 this year would be discussed in December.

*Action: RFO*

#### **6. External audit report 2013/14**

The Chair stated that the Pc has recently received the External audit Report which raised comment in 4 areas. He had also discovered at a recent NCALC meeting that it may be no longer necessary to have

an external audit. The Chair reminded everyone that staff from NCALC carried out an internal audit every year.

*Action: Clerk to speak to NCALC on requirements for External Audit*

The Chair went through the points in the External Audit report, which is attached to these minutes.

- Payment Authorisation – Noted not to authorise payments under Communications or AOB
- Annual Return – Noted that grant monies should be in Box 2. Figures for box 7 and 8 did not agree as they had been written incorrectly. Chairman had seen internal audit report and 3 bank statements which showed figures did in fact match.
- Risk Assessment - It was agreed that the Clerk would look at the risk register and produce a draft of this for the next meeting based on the old risk 2003 Aynho Risk Management policy and examples from other PCs.

*Action: Clerk – to draft & circulate before meeting*

- Internal Auditors Recommendations. The Chair went through the points in the internal audit report. It was agreed that the Clerk will produce an equal opportunities policy for adoption.

*Action – Clerk to produce equal opportunity policy for adoption*

The internal audit report is attached to these minutes.

## 7. Planning

**S/2014/1865/LBC - Alterations to the inglenook fire place in the dining room to accommodate a cast-iron stove. Installation of cast-iron stove to sitting room, 21 Blacksmiths Hill, Aynho**

After hearing Cllr Burge's report it was agreed that this application would be approved in full.

The Clerk reported that a further planning application had come in which would require an extraordinary meeting.

Some residents had raised concerns about works at 25 The Glebe. The clerk had a letter which would be delivered concerning tidiness during the works. Concerns had also be rasied that the new windows were not in keeping with the remainder of The Glebe. Cllr Burge stated that she thought SNC would have made this a condition of the works – but had in fact not done so. There are no planning restrictions on the windows that are being put in despite the fact the house is currently in the conservations area.

It was agreed that the planners ought to be contacted about these concerns:

*Action – Cllr Burge to contact SNC planning re. 25 The Glebe*

## 8. Risk and risk assessment

Cllr James mentioned the BT manhole cover was still broken. The Clerk stated she would chase this up.

*Action – Clerk to chase up BT*

## 9. Parking, Highways and Transport

The Clerk confirmed she had given Cllr Leighton the information on speed activated signs. She has also forward the emails from Evenley and Croughton PCs

## **10. Maintenance**

The Clerk confirmed that Adam Allen has put in two new dragons teeth and reset the one that was knocked out.

Cllr Burge stated she was trying to speak to EON re. the streetlight on Blacksmiths Hill. She stated that she was still trying to get hold of the gentleman at EON. The Clerk will forward a series of emails to Cllr Burge.

*Action – Clerk to forward emails to Cllr Burge.*

Cllr Leighton commented that Little Lane was in quite a state. It was agreed that this would be reported to Street Doctor.

*Action – Clerk to report Little Lane to Street Doctor*

It was agreed that Adam Allen should be asked to clear leaves around the village and to remove broken bench from the playground.

*Action – Clerk to ask Adam Allen to clear leaves around the village and to remove a broken picnic bench from the playground ASAP.*

## **11. Recreational Matters – Playground and naming suggestions, sports field, use of sports field and other APC resources and A.S.R.A**

The Clerk confirmed that NCALC said there was no legal requirements for naming playparks etc. Consequently if a memorial were to be set up this would be fine. It was agreed that this would be discussed further at the Meet the Council event on 15<sup>th</sup> November.

The Clerk stated that NCALC have no guidance on charging the public for the use of Council owned amenities. They stated that it was normal to allow residents to use fields etc. for free but to charge, for example, the fair, for its use. With regards the tennis court it was agreed that further research would be necessary.

## **12. Communications**

Cllr Leighton stated that the new website was more or less ready to go live.

## **13. Broadband – Gigaclear**

The Chair stated that Cllr James and he had been to the Gigaclear meeting in October. The meeting was with Gigaclear's Sales & Marketing Manager. It was a very positive meeting and provided the Villages of Aynho & Croughton could achieve 30% level of orders from the villages it was thought that the new Ultra Fast Broadband infrastructure could be in place by June 2015.

The Chairman stated that the Parish Council was not trying to favour any one provider over another – but rather felt that the PC had a responsibility to make all residents that this offer from Gigaclear is available and that it is our chance to get a Broadband and phone service fit for the 21<sup>st</sup> Century. The Chairman said that he viewed Broadband as an essential service like Gas or Water. The great advantage of Gigaclear's solution is that if 30% sign up all properties and business within the core of the village would get access to next generation broadband services.

Currently the uptake runs at 45% of that which is needed. Publicity has been sent out via the newsletter and via e mail. It was agreed Cllrs would contact residents in their areas of responsibility to help raise awareness.

*Action: All*

There will also be a public meeting with Gigaclear on 24 November.

#### **14. Meetings and Conferences**

The Chair confirmed he had been to the NCALC AGM.

The main topic at the meeting was the doubling of NCALC annual fees – which would be to about £300 for Aynho next year. The large increase is due to the fact that there are no more grants available for NCALC and this is a one of structural change to ensure the longer term viability of NCLAC

It was agreed that Aynho PC would remain members despite the increase.

Cllr Anderson attended the Village Hall Meeting but there is nothing to report.

The Chair will attend the next meeting.

#### **15. Meet the PC – 15/11/14**

The Meet the Council event has been booked for 15<sup>th</sup> November – 1000 to 1200 in the Apricot Room. The clerk will be putting posters up. Items to include are: Gigaclear, New Website, Defibrillator, The Glebe Conservation Area.

The meeting will cost £25 with tea and coffee being provided by Cartwright Hotel.

#### **16. Correspondence**

The Clerk stated that the following has been received this month –

Clerks and Councils Direct

#### **17. Any Other Business**

Cllr Hoddinott asked if Pontings needed planning permission for their large sign and whether or not it was in our parish.

*Action – Cllr Burge to investigate whether or not planning permission is needed and whether it is in our parish.*

#### **18. Date of Next Meeting – Monday 1<sup>st</sup> December 2014**

This was agreed.

The meeting closed at 21.14