

AYNHO PARISH COUNCIL

Minutes of the Council Meeting held on Monday 13th May 2013 at 7.30 pm in the Village Hall

Present: Chair – Stephen Brook

Councillors – Parkes, Hoddinott, James, Mann, Burge and Anderson

In Attendance: Sadie Patamia (Clerk), Roger Wertheimer (RFO) and 1 members of the public.

1. Apologies for Absence

Apologies were accepted from Cllr Belcher

2. Declarations of Interest

There were no declarations of interest

3. Minutes of the Council Meetings held on 13th May 2013 and on 19th March 2013.

It was proposed by Cllr James, seconded by Cllr Parkes and therefore agreed that the minutes of the meeting held on 13th May 2013 should be signed.

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4. Matters arising not on the Agenda

The Clerk confirmed she was in the process of updating the address on all correspondence. She confirmed the casual vacancy had been advertised.

She stated that she had written to Mr Dempsey to inform him he had been successful and had been awarded the grass cutting tender and to Edge to Edge to inform them they had not. She has not yet met with Cllr Parkes to draw up the contract but will do this month.

The Clerk confirmed she had placed a note concerning bonfires in the newsletter.

The Chair outlined how he intended to run the meetings going forward.

He stated he had contacted the new County Councillor (Ken Melling) to invite him to the village. He is currently not able to visit the village but does hope to come along to a PC meeting.

5. Finance

It was proposed by Cllr James and seconded by Cllr Parkes that the cheques listed on the attached financial report should be agreed and signed (RW/05/13).

The Chair stated that he felt that writing cheques seemed somewhat old fashioned. He stated that there was free online banking service available from Unity banking whereby the RFO had access to the account but two people needed to log on to approve payments. It was agreed that this was worth researching further.

Action – RFO to investigate online banking options

The Chair also suggested it was worth having an accounting software package rather than the existing spread sheets as it would appear to over complicate the financial accounting.

Action – RFO to look into potential accounting software packages

6. Risk and risk assessment

The Clerk confirmed she had sent out the risk areas to all.

The Chair stated he felt it was worth looking at the risk areas after any new councillors are co-opted.

Cllr James mentioned there were a fair few branches down over the footpaths by Aynhoe Corner. It was agreed that the landowner (James Perkins) should be emailed to request their removal.

Action – Clerk to e mail James Perkins re. branches obscuring footpath

7. Councillors' responsibilities

The Clerk confirmed she had sent out the areas of responsibility to all.

It was agreed that this would be reviewed when any new councillors are co-opted. In the meantime the Chair asked everyone looked at the list and let him know if there were any areas they were particularly interested in.

Cllr Anderson asked if the Chair thought the list itself ought to be reviewed, i.e. the items that were actually on it. Health, for example was not particularly pertinent. It was agreed that the Chair would redraw the list slightly.

Action – Chair to redraw responsibility list

8. Highways and Transport, to include street lights

Cllr Parkes reported that four of the streetlights had now been replaced.

He stated that he had received an email from Helen Howard concerning Charlton Road. She states the parking officer had started looking at the consultation for the double yellow lines. She also reported she had ordered the moving of the speed limit and warning sign but this will take a while. She has no news on the bid to repair the side of the Charlton Road. Cllr Hoddinott asked if the edge of Butts Close could be repaired. Cllr Parkes stated this had been reported and he was chasing this up.

Cllr Mann stated that he felt it ought to be noted that the potential increase in traffic through the village ought to be logged as a major concern. The Chair stated he felt there was little the PC could do but that he agreed with the issue raised. He stated that as Cherwell DC developed their plans the only thing that the PC could do was to repeatedly flag up the village's concern.

It was also mentioned that as the season of contractors helping with the farming began the speed of farming vehicles going through the village was a concern.

9. Parking

Cllr Hoddinott reported that he had used the plastic matting and he felt it was of a decent quality. Cllr James had a concern that it would sink into the ground and would need to be refitted. Cllr Hoddinott stated he did not feel this was a problem as he had actually found it quite difficult to get it to sink into the ground when he installed a test patch.

Cllr Burge stated she felt the area ought to be cordoned off while the grass grew back. The Chair said it could be sensible to do one side first to allow the grass to grow back. Cllr Hoddinott stated that if you raked the soil back over and seeded it the level would drop slightly which would protect the seeds.

Cllr James stated he thought it might be worth buying the higher quality matting despite the fact it would cost at least £1000 more. Cllr Hoddinott stated there were housing estates being built in Oxford using the cheaper version in their parking areas.

It was agreed by a majority to spend up to £2200 to put 180 square metres of the matting into The Glebe using the matting that Cllr Hoddinot had used in the test.

The Chair asked for the timeframes. Cllr Hoddinott stated he would check the price then ask the Clerk to order it. He stated when the order had gone in he would ask the volunteers for their availability.

It was agreed that information about the project should go into the newsletter. The Chair stated he felt the residents should be written to. Cllr Hoddinott agreed.

Action – Cllr Hoddinott to order matting, draft letter to residents of The Glebe, and organise installation.

10. Recreational Matters – to include Playground, sports field and A.S.R.A

Cllr Burge reported that she had sent off the grant application to Viridor. The next meeting would be the 28th June 2013.

It was reported that in combination with the Church ASRA is purchasing a new marquee.

Cllr Parkes stated he had spoken to Kay Anderson about cutting the edge of the amenity track. He had received a quote from edge2edge for £90; Micky Dempsey says he will do it for £15. It was agreed that Micky would be asked to do this a couple of times a year.

Action – Mr Dempsey to be asked to trim the edge of the amenity track a couple of times a year.

11. Farming and Footpaths

There was nothing to report on this item.

12. Planning –

S/2013/0601/FUL, Replacement detached double garage with storage above, 2 Bowmens Lea, Aynho

After hearing Cllr Burge's report it was agreed that the application would be supported subject to the use being for ancillary use only.

13. Village Hall Committee

The Chair reported that he had attended the May meeting. He stated that the committee were renewing their insurance and he wondered if it were worth having the PC and Village Hall insurance in the same quote.

Action – Clerk to research joint insurance when the insurance is renewed.

14. History walk

The Clerk reported that the 2 possible dates for the meeting were Sunday the 8th or Sunday 29th September.

It was agreed that the 29th would be preferable.

15. Village Plan 2014 – 2019

The Chair stated that it will be necessary to form a group to start a new survey for a new village plan. He stated that he felt a very similar format would suffice.

It was agreed that a group would be formed and that the Chair would take it forward with Cllr Anderson and that volunteers would be asked for from the village.

It was agreed that a request would be put into the newsletter.

Action – Clerk to draft request for volunteers for the group from the village.

It was suggested that the questionnaire should be sent out in October time with a report prepared by February.

16. Maintenance

Cllr Parkes reported that the quote for the dragon's teeth on either side of the footpath entrance would be £90 in total. It was agreed these should be ordered.

The Clerk stated that she had received a report that the willow tree on Bowmen's Lea was in need of a trim. It was agreed that the Clerk would get quotes for this work.

Action – Clerk to get quotes for the willow tree to be trimmed.

17. Communications

It was agreed that the following should be submitted to the newsletter –

- Info about when the recycling scheme
- Volunteers for Village Survey

18. Meetings and Conferences

The Chair stated he would be attending the NCALC meeting on 24th June.

19. Correspondence

The following correspondence has been received this month –

- NCALC e update
- Info re. the recycling updates
- A letter from the Canals and Rivers Trust re. their AGM on 5th June 2013

The Chair asked for a volunteer to look through the NCALC e update. Cllr Burge said she would. It was agreed that Peter Cole would be asked if he would like to attend the Canal and River Trust AGM as a representative of the PC.

20. Any Other Business (at the Discretion of the Chair)

There was no other business.

21. Date of Next Meeting – Monday 1st July 2013

This was agreed.

In addition a date of 25th June at 6.30pm was agreed to meet to approve the annual return.

The meeting closed at 21:23