

# AYNHO PARISH COUNCIL

## **Minutes of the Council Meeting held on Monday 1<sup>st</sup> July 2013 at 7.30 pm in the Village Hall**

Present: Chair – Stephen Brook

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

In Attendance: Sadie Patamia (Clerk), Roger Wertheimer (RFO) and 0 members of the public.

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

There were no apologies

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

There were no declarations of interest

### **3. Minutes of the Council Meetings held on 3<sup>rd</sup> June 2013 and 25<sup>th</sup> June 2013.**

It was proposed by Cllr James, seconded by Cllr Anderson and therefore agreed that the minutes of the meeting held on 3<sup>rd</sup> June 2013 should be signed subject to the following amendments –

The date was incorrect and should read 3<sup>rd</sup> June 2013.

It was proposed by Cllr Burge, seconded by Cllr James and therefore agreed that the minutes of the meeting held on 25<sup>th</sup> June 2013 should be signed.

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

The Chair reported that Cllr Parkes had resigned with immediate effect. He wished to formally record his and the PC's thanks for all the very hard work Cllr Parkes had undertaken.

The Clerk confirmed she had written to James Perkins's office concerning the fallen branches.

She confirmed she had placed notes in the newsletter re. Volunteers for both the parking group and the village plan group.

The Clerk reported she had not had opportunity to meet with Cllr Parkes to discuss and draw up the formal contract with Mr Dempsey. She has drawn up a contract and forwarded this to the Chair for checking. It was agreed that

*Item 7 was moved up the agenda*

### **7. Co-option of new councillors**

The Chair introduced Jake Shuckburgh. He is keen to be co-opted as a Councillor. Currently there is one available vacancy but Cllr Parkes has also resigned meaning there is another casual vacancy. This casual vacancy must be advertised in the same way as Colin Macklin's was and consequently only one person may be co-opted at this time. It was proposed by Cllr James and seconded by Cllr Burge that Jake Shuckburgh should be co-opted onto Aynho Parish Council. This was unanimously approved.

### **5. Finance**

It was proposed by Cllr James and seconded by Cllr Burge that the cheques listed on the attached financial report should be agreed and signed (RW/06/13).

The Chair issued a spread sheet detailing the income and expenditure of the PC in 2012 / 13 which is attached.

The Chair read out the internal audit report. This is attached. Aynho Parish Council accepts the points raised on the report.

The Chair stated that it was necessary to review and readopt the financial regulations due to the employment of a new RFO. It was agreed that it would be interesting to view another Council's Financial Regulations. It was also agreed that the Clerk should look into the Insurance policy to see how items will be replaced.

*Action – Clerk to look into obtaining another Council's Financial regulations and bring them to the next meeting.*

*Item 10 was moved up the agenda*

## **10. Parking**

The Clerk reported that she had received a letter confirming that double yellow lines are to be installed on Charlton Road on the corner with the Banbury Road. This caused concern as it is unclear exactly where the lines will be. It was agreed that the Chair would telephone MGWSP in the morning to discuss this.

*Action – Chair to telephone MGWSP to discuss double yellow lines*

Cllr Hoddinott reported that the parking matting had been delivered. A letter has been produced to send to the residents of the Glebe. Cllr Belcher stated he was concerned that the vehicles he has access to would not level the ground effectively. It was agreed that Cllr Belcher would speak to a friend who may have a more appropriate vehicle and get a price for his services.

*Action – Cllr Belcher to obtain quote for getting the ground levelled.*

## **6. Risk and risk assessment**

Cllr James stated there was still a dead badger in the lane near to Rylands. It was agreed the Clerk would chase up the disposal of this.

*Action – Clerk to report dead badger to Street Doctor*

## **8. Councillors' responsibilities**

The Chair stated that he had looked at the responsibility list and after some discussion it was agreed they would be that there would be main and secondary as follows (1<sup>st</sup> named Councillor to be the lead):

Main Areas:

Planning: Cllrs Burge & Shuckburgh

Finance & Internal Audit: Cllr James

Parking & Roads: Cllr Hoddinott

Childrens Play Area: Cllr Burge

Maintenance: Each Cllr to have own defined area to be agreed at Sep meeting.

Village Plan 2014: Cllr Brook, Cllr Anderson & Cllr Shuckburgh

Maintenance: It was agreed that each Cllr would look after their won area within the village and report requirements either directly to SNC's 'Streetdoctor' or to the Clerk. The clerk would now liaise with NCC Highways. Cllr Belcher – would be POC for Mr Macy. Maintenance would include street lights, verges and paths, bus shelters, Sportsfield.

Secondary Areas:

Village Hall meetings: All via rota set by Clerk

Police: Cllr Anderson

SNC & NCC: Cll Brook

Farming: Cllr Belcher

HS2: Cllr Mann

## **9. Highways and Transport**

There is nothing to report on this item.

## **10. Maintenance**

Cllr Anderson stated that Kay Anderson would be asking several youths to carry out some maintenance around the Sports Field during the holidays

The Clerk reported that she had 2 quotes for the work to be done on the Weeping Beech at Bowman's Lea. They are for £450 and £294. It was agreed that the quote for £294 should be taken up.

*Action – Clerk to contact AGU and ask them to carry out the work to the Weeping Beech tree*

## **12. Recreational Matters – to include Playground, sports field and A.S.R.A**

Cllr Burge reported that the Viridor grant had been submitted. It will be reviewed within the next couple of weeks. The decision will be made and we will be informed within six weeks.

Cllr Anderson reported that an offer had been made to tarmac the drive between the Pavilion and the main road for £1000. It was agreed that this offer would not be taken up.

ASRA are considering buying a cricket net.

The Clerk reported that the annual RoSPA check would be taking place this month.

## **13. Farming and Footpaths**

There is nothing to report on this item.

## **14. Village Hall Committee**

Cllr James reported that he had attended the June meeting. It was reported that there was not to be another meeting until October.

## **15. History walk**

The Clerk confirmed that this would take place on September 29th. It was agreed that the Clerk would ask Rupert Clark what he had planned and what support was needed.

## **16. Village Plan 2014 – 2019**

The Chair stated he would email a copy of the last village survey so that any comments can be added.

## **17. Communications**

It was agreed that Cllr Shuckburgh and the new casual vacancy would be placed into the newsletter.

## **18. Meetings and Conferences**

The Clerk stated that the Ward Meeting would take place in Evenley on 15<sup>th</sup> July.

The Chair stated he had been to the West Northants Parish Forum on 24th June. He stated that it had proved interesting and worthwhile.

## **19. Correspondence**

The following correspondence has been received –

LCR

## **20. Any Other Business**

There was no other business

## **21. Date of Next Meeting – Monday 5<sup>th</sup> August 2013 (if needed), Monday 2<sup>nd</sup> September 2013**

This was agreed.

The meeting closed at 21.28