

AYNHO PARISH COUNCIL

Minutes of the Council Meeting held on Monday 9th May 2016 at 7.30 pm in the Village Hall

Present: Chair – Stephen Brook
Councillors –Leighton, Mann, Reynolds, James, Burge, Maddocks -Born and Dean

In Attendance: Sadie Patamia (Clerk), Roger Wertheimer (RFO),

1. Election of Chairman for 2016/17

Cllr James nominated Cllr Brook to be Chair. Cllr Brook's stated he was happy to be Chair provided no other member wanted to do undertake the role. This was seconded by Cllr Reynolds. A vote was taken and Cllr Brook was unanimously voted as Chair.

2. Receipt of Chairman's Declaration of Acceptance of Office

The Chair signed the declaration of acceptance of office.

3. Election of Vice Chairman for 2016/17

Cllr Reynolds nominated Cllr Burge to be Vice-Chair. This was seconded by Cllr Mann. A vote was taken and in her absence Cllr Burge was voted as Vice-Chair .

4. Apologies for Absence

Apologies were accepted from Cllr Anderson and Cllr Burge

5. Declarations of Interest

There were no declarations of interest

6. Minutes of the Council Meeting held on Monday 4th April 2016 and Monday 18th April 2016

It was proposed by Cllr Maddocks -Born, seconded by Cllr Reynolds and therefore agreed that the minutes of the meeting held on Monday 4th April 2016 should be signed.

It was proposed by Cllr Dean seconded by Cllr James and therefore agreed that the minutes of the meeting held on Monday 18th April 2016 should be signed.

7. Matters arising not on the Agenda

The Clerk stated that the orders for the dog posters had been made and that they were on back order.

Action: Clerk to Monitor

The Clerk stated she has spoken with Aylesbury Main re. the electricity maintenance contract . She has the name of the correct person to discuss the PC's needs with and will be conversing with them in the near future.

Action: Clerk

The Clerk confirmed she had informed the tender applicants of the outcome of the grass cutting tender. She confirmed that she had ordered the copies of the Good Councillor Guide as requested

8. Finance to include approval of 2015/16 accounts and new financial regulation guidance

It was proposed by Cllr Reynolds seconded by Cllr James and therefore agreed that the cheques listed on the attached report (RW/04/16) should be formally approved.

The RFO presented the Annual Return for 2015/16

The Chair stated he Cllr James and himself had reviewed the 2015/16 accounts and checked them against the bank statements on Thu 28 Apr.

The Chair read out the Annual Governance Statement for 2015/16 and Aynho Parish Council agreed it. The RFO confirmed that all previous actions from the internal and external audits reports relating to the 2015/16 accounts had been actioned. It was proposed by Cllr James, seconded by Cllr Reynolds and therefore agreed that the Chair and Clerk should sign this document.

The RFO stated he would now arrange for the Internal Audit at a date which is both suitable for The Clerk and RFO.

Action: RFO and Clerk

The Clerk stated she had forwarded the information on new financial guidance to everyone. She suggested she drafted new financial regs to be adopted at the next meeting. This was agreed.

Action – Clerk to draft new Financial Regulations

9. Planning to include SNC Local Plan 2A

The Chair reported that he had attended a meeting about SNC Local Plan 2 – which is looking at how Villages with SNC play their part in the future development for housing and business. He has sent members information about the requirement before the meeting.

It was proposed that Cllrs Burge, Reynolds, James and the Chair should meet to fill in the documentation. This was agreed.

Action: Chair

10. Feedback from Annual Village Meeting

The Clerk reported that the following key points had arisen from the AVM –

- Signage concerning 'No Cars' to be bigger/bolder at entrance to Little Lane.
- Concerns about the safety of the Junction of Blacksmiths Hill & Hollow Wayl junction which includes cars coming down Blacksmith's Hill and then turning left up Hollow Way. It was agreed that the Clerk should write to highways to request a safety survey.

*Action – Cllr Maddocks-Born to draft request for safety survey
Action – Clerk to send request*

- Narrow the entry into the village from the Charlton direction. It was agreed this will be looked at after there has been more speed sign data.
- Planting of borders/beds with flowers – this will be readdressed in September when appropriate.
- Play Park gates to be repaired

Action: Cllr Maddocks-Born

11. Risk and risk assessment

There was nothing to report

12. Parking, Highways and Transport

Cllr Leighton presented the latest stats taken from the speed sign. It showed that the Charlton Road remained key problem site. It was suggested that the Mobile VAS should also be positioned mid-way down Charlton Road and also on the Deddington Road entrance.

Action: Cllr Leighton

Cllr Leighton provided members with an updated copy of the Parking Survey and ask members to let him have any comments within the next couple of days. He hoped to distribute the survey to households by mid May. The survey could be completed via form or online.

Action: All

Cllr Maddocks-Born stated that he felt there was a problem with vehicles driving across the triangle of grass at the bottom of Hollow Way/Blacksmiths Hill. The situation would be monitored and bollards could be installed to prevent vehicles damaging the grass.

13. Maintenance

Cllr Maddocks-Born stated that there is a problem with the refuse lorry which is unable to continue down Hollow Way due to parked vehicles before reaching The Square. The refuse vehicle (s) are too big for the village roads and grass verges are being badly corroded as a consequence of parked vehicles. Building works in The Square were also contributing to the issue and once these had been completed it is hope the situation would improve. It was suggested that the biggest issue was in fact the commercial one that serviced the Cartwright Hotel.

Action: Chair to speak with Cartwright.

The Chair thanked Cllr Maddocks-Born for organising the working party on Saturday. It was agreed next time they would be a slightly shorter session and that they would take place every 2/3 month.

Action: Cllr Maddocks-Born

It was suggested that a road sweeper ought to come to the village. It was agreed that the Clerk would enquire about this.

Action – Clerk to enquire about street sweepers in village

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

There was nothing to report on this.

15. Farming and Footpaths

Cllr Reynolds reported back on the farm walk. He stated that James Belcher has felt that Mid-Summer would be a nice time to do this.

Action – Cllr Reynolds

16. Communications

The following was agreed for the newsletter –

Cllr Leighton to write small piece on parking survey.
Cllr Maddocks-Born to advertise next working party.

17. Meetings and Conferences

It was agreed that Cllr Leighton would attend the next Village Hall Meeting

18. Correspondence

The following correspondence has been received –
Clerks and Councils Direct

19. Any Other Business

Cllr Reynolds stated that he sometimes felt frustrated as to what are the exact responsibilities of the PC. The Clerk stated she would send a list of the Powers and Responsibilities of the PC. The Chair mentioned the booklets, which are on order, would also assist.

Action: Clerk

In his absence Cllr Anderson had wished it to be known that he has submitted the VETS scheme phone numbers. CHT pointed out this scheme can be used, should we so wish, for all emergencies for villagers. Cllr Anderson will ask the volunteers when the training session is conducted if they are willing to support this idea.

Action – Cllr Anderson to organise VETS training

20. Date of Next Meeting – Monday 6th June 2016

This was agreed.

The meeting closed at 21.27