

## Aynho Parish Council

Tel.: 07887 548774

Email: clerk@aynho.org

Web: www.aynho.org/parish\_council/

Twitter: @aynho

Postal Address: Scholars Corner, 3 School End, Aynho OX17 3BS




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Minutes of the Ordinary meeting of Aynho Parish Council held on **Wednesday 3<sup>rd</sup> July 2019** at 7:30pm.

Present: Chair: Leighton  
 Cllrs: Brook, Clinch, Dean, Moroney, Reynolds.

In attendance: Chris Wilson (Clerk) and 1 member of public.

2019/

147. To receive and approve apologies for absence.

Cllrs. Anderson, Burge and James submitted apologies.

**Resolved:** That Cllrs. Anderson, Burge and James absence be approved.

148. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda.

There were no declarations of interest.

149. To receive and approve for signature the minutes of the meetings held on Monday 3<sup>rd</sup> June 2019.

The minutes of the meeting held on Monday 3<sup>rd</sup> June 2019 were proposed by Cllr. Moroney and seconded by Cllr. Dean.

**Resolved:** That the minutes be signed by the Chair as a correct record of the meetings.

150. Public participation session.

There was one member of the public who lives in the Almshouses, she mentioned details of these were not on the Aynho website.

### Finance:

151. To receive the financial statement and consider invoices to be paid.

The Clerk circulated the financial statement RW/07/19 and invoices prepared by the RFO. The invoices were proposed by Cllr. Reynolds and seconded by Cllr. Brook. The list of signatories was discussed and noted one x-councillor required removal.

**Resolved:** That the cheques listed should be formally approved.

**Action:** *The RFO to remove councillor.*

152. The Clerk to confirm submission of AGAR 2018-19, publication of documents under the Transparency Code on [www.aynho.org](http://www.aynho.org) and posting of Exercise of Public Rights on the notice boards.

The Clerk confirmed submission of AGAR 2018-19 to external auditor. The Clerk confirmed posting of Exercise of Public Rights on the notice boards and they had published all documents required on the website Transparency Code except the 'Transactions over £100'.

**Action: The RFO to produce 'over £100 list', Clerk to publish.**

153. To approve the renewal of web site domain for five years (£65.70) and also the annual web hosting charges (£59.99).

The Chair confirmed these had needed renewed and the Council discussed using 'Dropbox' to hold and share information and documents. The renewals were proposed by Cllr. Dean and seconded by Cllr. Clinch.

**Resolved:** That the web site domain for five years (£65.70) and annual web hosting charges (£59.99) be formally approved.

**Action: To introduce 'Dropbox' and provide some councillors training.**

## Planning

154. S/2019/1159/FUL: 5 The Butts, Aynho OX17 3AN:

Conversion of existing garage extension into a garden room, demolition of existing timber store and erection of single storey extension to create wet room.

The Clerk circulated a report prepared by Cllr. Burge. The Council discussed the application and agreed the following response.

*'No Objection: there was no issue with the work itself, fenestration or scale. There was debate over whether it was a missed opportunity to not to put a pitched roof on the garage area which would be in line with other properties and area. Supported with comments.'*

155. S/2019/1132/PA: College Farm, Charlton Road, Aynho OX17 3AW:

Determination as to whether prior approval is required (under Class R of Part 3 of the above Order) for the change of use of an agricultural building.

The Clerk circulated a report prepared by Cllr. Burge. The Council discussed the application and agreed the following response.

*'Objection: there is insufficient information provided to determine the impact of any change of use, particularly in term of usage of the buildings as the potential uses vary widely and will have differing impacts in terms of noise, traffic etc. Therefore, they strongly object.'*

156. S/2019/1090/FUL: Warren Farm, Croughton Road, Aynho NN13 5LW:

Conversion of agricultural barn to accommodation (annexe) with new windows and doors.

The Clerk circulated a report prepared by Cllr. Burge. The Council discussed the application and agreed the following response.

*'No Objection: It is in keeping with the surrounding agricultural buildings and work to the building is sympathetic with limited new openings for windows which are scaled to suit existing openings. No extension is proposed. The Council suggested the annexe must be for sole use of the owners of the property and cannot be sold or let separately.'*

**Action: Clerk to submit responses.**

2017/74: Wensden Buildings. The Clerk reported they had received date printed photographic evidence for Sunday working at the site in breach of planning conditions.

**Action: The Council to keep a log breaches of conditions.**

S/2019/1307/FUL: College Farm, Station Road, Aynho OX17 3FZ. Erection of a stable block and associated works.

Cllr. Brook noted a new application in last day, the Clerk confirmed an Extraordinary Council meeting would be required before the 25<sup>th</sup> July.

**Action: The Clerk to arrange meeting date and venue.**

### **Risk and Risk Assessment:**

157. To review the 'Councillors' Areas of Risk and Responsibility'.

The Council discussed areas and decided to defer to next meeting as 3 councillors were not present. Previously a map of areas had been used and suggested this needed updating. The Chair proposed new areas including fundraising, crime and village survey.

**Action: To be discussed next meeting.**

158. To review and decide on policy for safeguarding passwords and data online.

The Council discussed the policy and decided this could be part of the 'Dropbox' training.

### **Parking, Highways and Transport:**

159. The Chair to report on data from SWARCO sign.

The Chair reported the MVAS sign had been located on the Charlton Road (outside The Butts), the vehicle movements slightly increased since February 2019 at 8820 per week. The sign is now located on the Banbury Road.

160. To discuss and agree objectives, scope and timescales for updated Village Traffic Review.

The Council discussed the need to review traffic data from our own MVAS and from data at County level and then assess whether Aynho has adequate signage after discussion with NCC. Cllr. Dean suggested M40 access near village to help, the Clerk reported a South Banbury Junction had been suggested and had been in the Banbury Guardian.

**Action: Chair to contact NCC Highways. Clerk to forward M40 S. Banbury article.**

161. To approve funding for Shoppers' Bus for August, September and October.

The Chair reported he had contacted Cllr. Irving at Kings Sutton regarding a second bus, however he was on holiday. Cllr. Moroney proposed supporting bus for August, September and October and Cllr. Reynolds seconded.

**Resolved:** That the Shoppers' Bus be approved for August, September and October.

**Action: Clerk to report usage figures.**

**Maintenance:**

162. To discuss and collect the current maintenance issues in the village.

The Council discussed and agreed work in The Square, Holloway and Roundtown.

**Action: Clerk to contact Peter T.**

163. The Chair to update on Grass Cutting contract.

The Chair reported they had met Continental Landscapes and agreed work.

**Action: Council to monitor.**

**Streetlighting:**

164. To review response to the Streetlighting Tender and approve the contractor.

Cllr. Brook reported 3 tenders had been returned (Zeta, Balfour Beatty and Eon). The Council discussed the tenders and sought to get references.

**Action: Clerk to seek 3 references from favoured tender company.**

165. To decide on South Northamptonshire Council Community Grant to part fund the streetlighting project.

The Council discussed possible funding from Salix and SNC grant (deadline end August).

**Action: Clerk to send SNC grant clause to Cllr. Brook.**

**Health, Wellbeing and Community Matters:**

166. To receive an update on the latest developments.

The Council decided to defer to next meeting as Cllr. Anderson had sent apologies.

167. To discuss future 'Community Matters' events.

The Council decided to defer to next meeting as Cllr. Anderson had sent apologies.

**Recreational Matters – sportsfield, playground and Aynho Active:**

168. To receive an update on latest developments.

Cllr. Moroney confirmed the fitting of equipment on Saturday 9<sup>th</sup> July. The personal trainer Trevor had been contacted to provide training sessions.

**Action: Awaiting quote from Trevor.**

169. To confirm the date of the Car Boot sale (26<sup>th</sup> August 2019) and approve spending limit.

The Council discussed and agreed to fund Car Boot by £100 for the Café on the basis of that this would be covered by takings on the day.

170. To confirm RoSPA inspection of Playground and Recreation Ground.

The Clerk reported this had been booked and awaiting the report.

171. To note the number for the Park Club Draw.

It was noted the winning number of Park Club Draw was #49.

**172. Farming and footpaths**

Nothing to report.

**Communications:**

173. To decide on Newsletter/website content.

Shoppers' Bus	Clerk
Keep Aynho Beautiful	Clerk
Car Boot	Cllr. Moroney

**Meeting and conferences:**

174. To discuss the need and availability of Councillor training.

The Chair reported he had completed the Chairmanship training course at NCALC on Monday 1<sup>st</sup> July and suggested Clerk could look to do the CiLCA qualification.

175. To discuss items for the next Little Brook ward meeting on Monday 22<sup>nd</sup> July at Evenley.

The Clerk reported the agenda had been published and circulated to the Councillors.

176. To confirm date of next meeting on Monday 2<sup>nd</sup> September 2019, 7:30pm at the Village Hall Committee room and close.

**Resolved:** The Council confirmed the next meeting on Monday 2<sup>nd</sup> September 2019, 7:30pm at the Village Hall Committee room and closed at 9:45pm.