

Aynho Parish Council

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Minutes of the Ordinary meeting of Aynho Parish Council held on **Monday 7th October 2019** at 7:30pm.

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

In attendance: Chris Wilson (Clerk), Roger Wertheimer (RFO) and 1 members of the public.

2019/

227. To receive and approve apologies for absence.

Cllr. Burge submitted apologies.

Resolved: That Cllr. Burge's absence be approved.

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

There were no declarations of interest.

229. To receive and approve for signature the minutes of the meetings held on Monday 2nd September 2019.

The minutes of the meetings held on Monday 2nd September 2019 were proposed by Cllr. Dean and seconded by Cllr. Moroney.

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

230. Public participation session.

There was one member of the public who had organised the recent Movie Night in the Village Hall. The first film shown, 'Fisherman's Friends', had 16 attendees (at £5pp). Income £187.11 and £186.47 expenditure. The Council discussed the Village Hall facilities and potential upgrades.

Action: The Council to follow up in November.

Finance:

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

The RFO circulated the financial statement RW/10/19. The RW/10/19 payments were proposed by Cllr. Dean and seconded by Cllr. Moroney. The Chair proposed a separate email for receiving invoices.

Resolved: That the cheques listed should be formally approved.

Action: *Clerk/RFO to encourage e-invoices.*

232. Cllr. Clinch to report and update on grants and fundraising opportunities.

Cllr. Clinch reported initial investigation into available grants. Cllr. Clinch suggested finding appropriate projects then suitable grants could be matched.

Action: *Follow up in November.*

233. The Clerk to confirm Conclusion of Audit and publication on noticeboard/website.

The Clerk confirmed the Conclusion of Audit had been published.

234. To discuss Annual Governance and Accountability Return (AGAR) section 3: External Auditor Report.

The Council noted the two areas raised; contract for Clerk.

Action: *Chair to supply Clerk with contract.*

AGAR figures incorrectly inserted in form.

Action: *RFO and Clerk to meet prior to internal Audit 2020.*

235. The Clerk to confirm scrutiny of invoices, bank statements and Internal financial controls for April 2019 to July 2019.

The Clerk confirmed scrutiny of invoices, bank statements and Internal financial controls for April 2019 to July 2019.

236. To receive a budget update and consider 2020-21 budget and precept.

Cllr. Brook reviewed the current budget to date. Cllr. Brook reported that if the SNC Community grant application was accepted then £18,000 variance on end of year budget. The Clerk requested budgeting for a contested election at a cost of £941.41. Cllr. Brook reported that this would be covered by the £5000 contingency.

Action: *Councillors to consider possible new projects.*

Planning

237. To discuss the value and benefit of developing a 'neighbourhood local plan'.

Cllr. Brook reported this had been reviewed a few years ago and the benefit was limited. The Clerk reported that the Parish Council would receive 25% of the Community Initiative Levy (CIL) if a Neighbourhood Plan was in place or 15% if not. The Clerk reported that it was only paid if the property was going to be sold.

Risk and Risk Assessment:

238. To discuss use of @aynho.org email addresses to comply with data protection.

The Council reported prior to the meeting all Councillors, Clerk and RFO were now using the @aynho.org addresses. Cllr. Clinch asked how long emails needed to be kept.

Action: Clerk to contact NCALC.

2019/205: Lyme Disease: The Clerk had previously circulated a response from the Vet for the Park House reporting the risk was minimal.

Action: Clerk to approve wording with Park House and publish in Newsletter.

239. The Chair and RFO to confirm initial review of the asset register.

The Chair reported this was ongoing.

Action: Chair to report in November.

Parking, Highways and Transport:

240. To discuss traffic issues within the Parish.

The Chair reported NCC were going to monitor the 4 entrances to the village and temporary signs to be provided to warn of bends. They also want to review signage and possible barriers.

241. To discuss and agree a policy on village 'Street Signs' with major events such as; fete, car boot etc.

To be updated at November meeting.

242. To approve Shoppers' Bus for November and December and discuss extra buses running prior to Christmas.

Cllr. Moroney proposed and Cllr. Reynolds seconded funding bus for November and December.

Resolved: That the Shoppers' Bus for November and December be approved.

The Clerk reported Oxfordshire Comet had availability to provide a mini bus on a Tuesday for £40 per day. Cllr. Dean proposed and Cllr. Clinch seconded a 8 week run of a Tuesday bus.

Resolved: That a Tuesday bus be funded for 8 Tuesdays starting on 5th November.

243. To approve sign design for replacement at entry to The Square and top of Little Lane.

The Council discussed replacing like for like.

Resolved: That new signs be ordered.

Action: *Cllr. Burge to order.*

Maintenance:

244. To review Maintenance Schedule for next three months including tree pruning requirements.

The Chair reported a meeting with Peter Tustain to paint entrance gateways had been arranged.

Action: *Chair to update in November.*

The Chair, Cllr. Reynolds and Continental Landscapes to meet and discuss priorities on tree works.

2019/32a: Hill Trees: The Clerk reported the Land Agent had trimmed however more had now grown back.

Streetlighting:

245. To receive an update on Streetlighting.

Cllr. Brook reported meeting with the contractor and the start date was the end of October. The Clerk reported SNC had responded about repositioning of the bin on the lamp post on Charlton Road, they reported it was the Parish Council responsibility.

Health, Wellbeing and Community Matters

246. To receive an update on the latest developments.

Cllr. Anderson reported there were no updates at this time.

247. Cllr. Anderson to report on attendance to Police, Fire and Crime Commissioner Forum.

Cllr. Anderson reported he had arranged a meeting with Inspector Tracy Moore, however when he attended Inspector Moore was on annual leave.

Action: *Clerk to forward expenses form to Cllr. Anderson.*

Recreational Matters – sportsfield, playground and Aynho Active:

248. To receive an update on the latest developments.

Cllr. Moroney reported two storage sheds behind the pavilion were in poor condition.

Action: *Cllr. Moroney to investigate replacement options.*

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

It was noted that #149 was drawn for September.

250. Farming and footpaths

There was nothing to discuss at this time.

Communications

251. To decide on Newsletter/website content.

The following items were discussed to be inserted in the Newsletter.

- | | |
|-------------------|--------------------|
| | Action |
| - Street Lighting | Cllr. Brook |
| - Lyme Disease | Clerk |

252. 2019/20 Village Survey - agree timelines/potential questions.

The Chair discussed an overview of what a Survey might achieve and agreed to proceed with a sub-group.

253. **Meeting and conferences**

There was nothing to discuss at this time.

254. **Any other business:** Items agreed by Chairman can be discussed but decision deferred to next meeting.

- a. Christmas Meal: The Clerk reported the Cartwright Hotel was available on 12th or 19th December.

Action: Clerk to confirm date and circulate menu.

- b. Replacement Bins: Discussed at item 2019/245.

- c. Dog Poo bag dispensers: The Clerk reported 5 locations in village had temporary dispensers and permanent ones would cost ~£60, 1000 bags on ebay ~£10.

Action: To discuss in November.

- d. Village Hall Committee: The Clerk reported the Rota had been updated.

Action: Clerk to circulate.

- e. 125 Years of Aynho Parish Council: The Council discussed various options including; replacement bench for sportsfield, gathering of former Councillors and village 'get together' in summer 2020.

Action: Review in February.

- f. Letter to MP re: Accident at RAF Croughton – Death of Harry Dunn: The Council discussed the accident however the issue had now been escalated with press involvement.

- g. Keep Aynho Beautiful, Sunday 27th October, 2-4pm: The Clerk confirmed the date and time.

Action: Cllr. Moroney to collect bags/pickers.

255. To confirm date of next meeting on Monday 2nd November 2019, 7:30pm at the Village Hall Committee room and close.

Resolved: The Council confirmed the next meeting on Monday 4th November 2019, 7:30pm at the Village Hall Committee room and closed at 9:23pm.