

Aynho Parish Council

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Minutes of the Ordinary meeting of Aynho Parish Council held on **Monday 7th April 2022** at 7:30pm in Aynho Village Hall Committee Room.

Present: Chair: Leighton
 Cllrs: Clinch, Dean, Horley, James and Willis.

In attendance: Chris Wilson (Clerk) and 0 members of the public.

2022		Action
63	To receive and approve apologies for absence. Cllr. Hadley submitted apologies. Proposed Cllr. Clinch, seconded Cllr. Willis. Resolved: Unanimously.	
64	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. There were no declarations of interest received.	
65	To receive and approve for signature the minutes of the meetings held on Monday 7 th March 2022. Cllr. Dean proposed the minutes of the meetings held on Monday 7 th March 2022, seconded by Cllr. Willis. Resolved: Unanimously.	
66	Public participation session. There was no public present to participate.	
67	To note the current casual vacancies. The Chair reported Cllr. Moroney had resigned. The Clerk confirmed the notice of Casual vacancies had been posted on the noticeboards.	
68	To discuss Councillor recruitment, advertising, procedure and timescales. The Clerk previously circulated the 'Co-Opt' procedure and website page, the Council agreed to advertise.	Chair to update wording.
	Finance	
69	To receive the financial statement (April 22) and consider invoices to be paid. The RFO previously circulated the financial statement (April 22) and invoices. The Council scrutinised the invoices and the payments were proposed by Cllr. Dean and seconded by Cllr. James. Resolved: Unanimously.	

70	To approve payment of Clerk and RFO by twelve equal monthly payments (on last day of month) based on contracted hours. (Clerk 30 hours per month, RFO 5.5 hours per month).	
	Cllr. Horley proposed and Cllr. Dean seconded that the payment of Clerk and RFO be by twelve equal monthly payments. Resolved: Unanimously.	
71	To review 2021/22 year end finances.	
	The RFO was absent from the meeting and therefore it was agreed to delay the receipt of the 21-22 end of year finances from the RFO.	RFO to produce actual end of year 21-22 figures against budget.
72	To receive and approve Section 2 (Accounting Statements 21-22) of the Annual Governance and Accountability Return.	
	The RFO previously circulated the figures for Section 2, the Council discussed and agreed, without the RFO present, to delay.	RFO present in May.
73	To receive and approve a bank reconciliation in support of Section 2.	
	The Council agreed to delay the receipt of the bank reconciliation from the RFO.	RFO present in May.
74	To receive and approve an explanation of any significant variances year on year in Section 2.	
	The Council agreed to delay the receipt of the explanation of variances in Section 2 from the RFO.	RFO present in May.
75	To receive an update on listing the sportsfield on the asset register.	
	The Clerk confirmed they had found figures in the old minutes and had the deeds. The Council agreed to look at the deeds before changing the asset register.	Clerk to forward copy.
76	Planning WNS/2022/0655/FUL: Aynhoe Park House, Aynho Park, Aynho, OX17 3BQ Erection of an electrical substation building and associated works.	
	The Council discussed and agreed the following response. <i>'No Comment.'</i>	Clerk to reply.
	Maintenance	
77	To discuss grass cutting and contractor for 2022-2024.	
	Cllr. Willis confirmed the first cut from Flint Tree Surgeons was due on 8 th April.	
78	To discuss the draft annual village maintenance schedule and workflow.	
	The Chair & Cllr. Willis confirmed further work required. The Council discussed the increase in Dog fouling and requested 'poobags'. The cost and frequency of the removal of waste was also discussed.	Cllr. Willis to purchase 'poobags'. Clerk to contract Marcus Landscapes to see if it could be adjusted.

	Meetings & Conferences	
89	To discuss the Annual Village Report and confirm the date (23 rd May 2022) and items for discussion at the Annual Village Meeting.	
	The Chair stated that the report would be more concise in 2022 with reports from the Chairman and various clubs/societies/community groups.	Clerk to email speakers for meeting and collect reports.
	Communications	
90	To decide on Newsletter/website content.	
	The Council discussed and agreed: Dog faeces Councillor Vacancies Park Club Draw Keep Aynho Beautiful Aynho Eco/Hedgehog alert Annual Village Report & Meeting	Chair Chair Chair Chair Chair Chair
91	Any other business – no decisions can be made under this item.	
	- The Chair reported 'thank you' and acknowledgment letters from Katharine House Hospice and Thames Air Ambulance. - The Chair reported and updated on the planning for the Queen's Platinum Jubilee celebrations. The Council previously approved (2022/46) £300 and it was suggested this should be increased to £1000. - The Chair reported a Ukrainian family was possibly due to live in the Parish. - Cllr. Willis reported they would be cleaning and repainting the Bus Shelter and erecting a noticeboard. - The Clerk had been requested by Jean Skuce to ask permission for a commemorative plaque to be placed next to the tree planted for the late Gerald Skuce.	Clerk to put on agenda for May. Clerk to notify family.
92	To confirm date of next meeting on Monday 9 th May 2022, 7:30pm and close.	
	Resolved: That next meeting of the Parish Council is on Monday 9 th May 2022 at 7:30pm and closed at 9.22pm.	