

Aynho Parish Council

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Minutes of the Annual Parish Council Meeting and the Ordinary meeting of Aynho Parish Council held on **Monday 9th May 2022** at 7:30pm in Aynho Village Hall Committee Room.

Annual Parish Council Meeting

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

In attendance: Chris Wilson (Clerk) and 5 members of the public.

2022		Action
93	Election of Chairman for 2022-23. Cllr. Hadley proposed Leslie Leighton as Chairman and was seconded Cllr. Horley. Resolved: Unanimously.	
94	To receive the Chairman's Declaration of Acceptance of Office. The Chairman signed the Declaration of Acceptance of Office.	
95	Election of Vice-Chairman for 2022-23. Cllr. Dean proposed Jeremy James as Vice-Chairman and was seconded by Cllr. Clinch. Resolved: Unanimously.	
96	To confirm the use of the current Financial Regulations 2021 and Standing Orders 2019. Resolved: Unanimously.	
97	To appoint representatives for:	
a	Path Warden	
b	Police Liaison Representative	
c	Playpark and Sports Field Inspector (Weekly)	
d	Village Areas of Responsibility	
e	Planning	
f	Maintenance	
g	Highways/Traffic	
h	Aynho Active	
i	Aynho Eco	
j	Grants and fundraising	

a	The Council appointed the following people as representatives:	
b	To fill.	Cllr. Willis to
c	David Icke	approach walk
d	Playground: Cllr. Clinch	club.
e	Sportsfield: Cllr. Hadley	
f	As current responsibility map till new Co-option	
g	Cllr. James	
h	Cllr. Willis	
i	Cllr. Dean	
j	Cllr. Hadley	
	Cllr. Horley	
	Chair	
98	To appoint the professional body for insurance, Hiscox £902.63.	
	Cllr. Clinch proposed to appoint Hiscox for insurance at £902.63 and was seconded by Cllr. Hadley. Resolved: Unanimously.	
99	To confirm dates for meetings 2022-2023 as: Annual Village Meeting Monday 23 rd May June PC Meeting Monday 6 th June July PC Meeting Monday 4 th July August No planned meeting September PC Meeting Monday 5 th September October PC Meeting Monday 3 rd October November PC Meeting Monday 7 th November December PC Meeting Monday 5 th December January 2023 No planned meeting February PC Meeting Monday 6 th February March PC Meeting Monday 6 th March April PC Meeting Monday 3 rd April Annual Village Meeting Monday 24 th April	
	Resolved: Unanimously.	
	May Parish Council Meeting	
100	To receive and approve apologies for absence.	
	There were no apologies.	
101	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda.	
	There were no declarations of interest.	
102	To receive and approve for signature the minutes of the meeting held on Monday 4 th April 2022.	
	Cllr. Horley requested re-wording of 2022/81 and it was agreed for the minutes be changed and say "The Chair confirmed this was now started and would be available in May." Cllr. Horley proposed the minutes of the meetings held on Monday 4 th April 2022, seconded by Cllr. Clinch. Resolved: Unanimously.	Clerk to amend.

103	Public participation session.	
	One member of the public commented that the aynho.org website was slow and parts out of date.	
104	Update on Councillor recruitment.	
	The Clerk reported 2 casual vacancies had been reported to WNC and awaiting notification to co-opt.	
	Finance	
105	To approve £1000 towards the Queen's Platinum Jubilee celebrations (previously agreed £300; 2022/46), £250 emergency contingency and for the Jubilee organisers to provide monthly; <ul style="list-style-type: none"> - short report - list of expenditure and invoices/receipts for payment 	
	Cllr. Dean proposed, seconded by Cllr. Clinch that £1250 be approved to fund Queen's Platinum Jubilee celebrations subject to the requirement to produce monthly report and finances. Resolved: Unanimously.	
106	To receive the financial statement (May 22) and consider invoices to be paid.	
	The RFO previously circulated the financial statement (May 22) and invoices. The Council scrutinised the invoices and the payments were proposed by Cllr. James and seconded by Cllr. Willis. Resolved: Unanimously.	
107	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 in June.
108	To receive an explanation of any significant variances in 2022/107 and Section 2.	
	The Council agreed to delay the receipt of the explanation of variances from the RFO.	RFO to produce in June.
109	To confirm receipt of a signed Section 2 (Accounting Statements 21-22) of the AGAR from the RFO.	
	The Council agreed to the delay from the RFO.	RFO to produce in June.
110	To receive a bank reconciliation in support of Section 2.	
	The Council agreed to the delay from the RFO.	RFO to produce in June.
111	To confirm receipt of £2274.45 as Community Infrastructure Levy (CIL) payment for Friars Well, 11 Roundtown, Aynho WNS/2021/0380/MAF.	
	The Clerk explained the reason for receiving the payment and the areas that the funds could spent.	
112	RFO to confirm CIL payment 2022/111 is 'ring fenced' for specified CIL expenditure.	
	The RFO was absent from the meeting and therefore it was agreed to follow up in June.	RFO to note in June.

113	To confirm scrutiny of invoices, bank statements and internal financial controls for January, February and March 2022.	
	Cllr. James reported a meeting with the RFO was required, the council approved a delay till June.	To be reported in June.
	Planning	
114	To consider and respond to the consultation on: WNS/2022/0818/MAF: Aynhoe Park House, Aynho Park, Aynho OX17 3BQ Variation of Condition 1 (plans) and Condition 9 (landscaping) to planning application S/2020/0488/MAF (Three new dwellings, new heritage workshop and associated parking, new gated access and landscape works) to include a new pool to House 2 only at Aynhoe Park House.	
	The Council discussed and agreed the following response: <i>"The PC discussed and replied with comment. No above ground pool house or plant room."</i>	Clerk to submit.
115	To consider and respond to the consultation on: WNS/2022/0776/NMA: Aynhoe Park House, Aynho Park, Aynho OX17 3BQ Non-Material Amendment S/2019/2344/FUL Flexible use (Sui Generis) of the Main House (including East Wing and West Wing) for: holding hospitality events (including weddings and parties etc.), conferences and displays; retail (including the display for sale of interior and exterior home furniture, furnishings, artworks and associated goods); professional design services including architecture, interior design and landscaping; provision for the sale of food and drink for consumption on the premises; and / or use of the ground and first floor of the West Wing (part) as a 'dwelling'. to show Workshop and Potting areas as Retail Gallery use.	
	The Council discussed and agreed that a response commenting on the application was required and it was agreed that the Clerk would submit a response.	Clerk to draft and circulate before submission.
	To consider and respond to the consultation on: WNS/2022/0875/FUL: Dove Cottage, 15 Blacksmiths Hill, Aynho OX17 3AH Listed building consent for the Installation of an EV charge point on a small post.	
	The Clerk reported this was a late addition to the register and on inspection the application was for listed building consent for an e-car charging point. No further action required.	
116	To consider, respond or receive update to the consultations on developments in Cherwell: a. Proposed warehouse development Baynards Green. b. Consultation on the Oxfordshire Strategic Rail Freight Interchange (OXSRFI) at Heyford.	
	There were no further updates to receive.	

[illegible]

123	To receive and agree an outline development plan for the sports field.	
	<p>Cllr. Hadley reported issues with the sports pavilion and points of note including:</p> <ul style="list-style-type: none"> - No doors with emergency fire-escape release. - Fire extinguishers need replacing or annual inspection. - Kitchen a risk as it cannot be isolated from main body of building with either door or shutter, no burns kit. - Electrics in areas need isolating or adjusting. - Consider the HSE car parking guidance for lighting, signage and surface conditions. - Provision of a cleaner. - Survey of building use by an architect to draw up initial floorplan for consultation. - Review of known pavilions/village halls for inspiration. - Initial consideration on funding; Public Works Loan Board, grant/fundraising, donations etc. <p>Urgent issues:</p> <ul style="list-style-type: none"> - Inspection of electric main distribution board. - Replace/properly isolate outside lights. - Earthing and condition of main meter housing. - Disconnect oven. - Emergency escape handles to exterior doors. - Assess/replace kitchen hot water system. 	
124	To agree an emergency remedial maintenance fund for the pavilion £500.	
	<p>Proposed, Cllr. Dean, seconded, Cllr. Willis that an emergency remedial maintenance fund for the pavilion £500 be approved.</p> <p>Resolved: Unanimously.</p>	
125	To receive an update from the independent Park Club Draw organiser, including;	
	<p>a. Current number of players.</p> <p>b. Expected monthly prize.</p> <p>c. Expected donation to APC 22-23.</p>	
	Cllr. Dean (independent Park Club Draw organiser) briefly reported on the recent handover of responsibility and the issues around increasing the yearly fee to (£18), Cllr. Dean reported a full review of players list was being undertaken and a campaign encouraging changing standing orders to the correct level had started.	<p>The PC noted the numbers for the Park Club Draw for:</p> <ul style="list-style-type: none"> - March #82 - April #27
126	Risk & Risk Assessment	
	There was nothing to report.	
	Parking, Highways and Transport	
127	To receive an update on Wembley Corner.	
	Cllr. Dean no further updates were required as all work complete.	
128	To receive an update on MVAS data.	
	Cllr. Dean reported data on the MVAS would be delayed till June.	June Meeting.

129	To receive an update on PCC grant for fixed MVAS speed sign/s.	
	The Council confirmed the PCC grant application was in progress and had received and responded to application queries.	
130	Aynho Eco	
	There was nothing to report.	
131	Grants and Fundraising	
	There was nothing to report.	
132	Farming and footpaths	
	There was nothing to report.	
	Meetings & Conferences	
133	To discuss the Annual Village Report (AVR) and confirm the date (23 rd May 2022) and agenda items for the Annual Village Meeting (AVM).	
	The Clerk reported they had requested reports for the AVR and received various replies. The Clerk circulated an initial basic AVM agenda.	Clerk to chase remainder of reports, Chair to compile AVR. AVM agenda to be finalised closer to the publication date (8 th July).
	Communications	
134	To decide on Newsletter/website content.	
	The Council discussed and agreed: Carboot Replacement Handyman Pavilion Cleaner	Chair Chair Cllr. Hadley
135	Any other business – no decisions can be made under this item.	
	There were no items to discuss.	
136	To confirm date of next meeting on Monday 6 th June 2022, 7:30pm and close.	
	Resolved: That next meeting of the Parish Council is on Monday 6 th June 2022 at 7:30pm and closed at 9.56pm.	