

Aynho Parish Council

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Minutes of the Ordinary meeting of Aynho Parish Council held on **Monday 4th July 2022** at 7:30pm in Aynho Village Hall Committee Room.

Present: Chair: Leighton
Cllrs: Dean, Hadley, James, Ryan-Pont, D.Willis and R.Willis.

In attendance: Cllr. Rebecca Breese (WNC)
Cllr. Rosie Herring (WNC)
Chris Wilson (Clerk)
2 members of the public.

2022		Action
177	To receive and approve apologies for absence.	
	The Cllr. Horley submitted apologies. Cllr. Hadley proposed, Cllr Dean seconded and the Council approved the apology. Resolved: Unanimously.	
178	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda.	
	Cllr. Dean declared an interest in 2022/190 and duly signed the Book of Declarations of Interest.	
179	To receive and approve for signature the minutes of the meeting held on Monday 9 th May 2022.	
	Cllr. James proposed the minutes of the meetings held on Monday 9 th May 2022, seconded by Cllr. Hadley. Resolved: Unanimously.	
180	To receive and approve for signature the minutes of the meeting held on Monday 6 th June 2022.	
	The Clerk reported due to personal circumstances they had not been able to produce the minutes. The Council agreed to receive the minutes in September. Resolved: Unanimously.	Delay till September.
181	Public participation session.	
	Both members of the wished to hear and potentially comment on item 2022/190.	

182	To Co-Opt a new Councillor and receive their 'Declaration of Acceptance of Office'.	
	The Council noted the resignation of Cllr. Clinch following the meeting in June. The Clerk reported they had notified WNC and the notice of Casual Vacancy advertised on the noticeboards for the required 14 days. The Clerk had recently been notified by WNC that a councillor could be co-opted. Cllr. Dean proposed Lesley Grant, seconded by Cllr. James and the Council voted by a majority. Lesley Grant was duly co-opted onto the Council.	Clerk to send new Councillors pack, including of acceptance of office to Lesley Grant.
	Audit 2021-2022	
183	To confirm receipt of 2021-22 budget against year-end finances (or Receipts and Payment forecast 21-22) as circulated prior to AGAR submission on 30 th June 2022.	
	The RFO was not present and the Council therefore accepted to receive this at a later date.	RFO to produce in September.
184	To confirm receipt of the explanations for any significant variances in 2022/148 (Section 2; Accounting Statements) as circulated prior to AGAR submission on 30 th June 2022.	
	The RFO previously circulated the significant variances and therefore the Council confirmed receipt. Resolved: Unanimously.	
	Finance	
185	To receive a short report and list of expenditure for payment on the Queen's Platinum Jubilee celebrations (as 2022/105).	
	The Council received a breakdown of Jubilee expenditure totalling £877.47, this was proposed by Cllr. Dean and seconded by Cllr. Clinch. The Council agreed a vote of thanks for Mr. Bellamy. Resolved: Unanimously.	
186	To receive the financial statement (July 22) and consider invoices to be paid.	
	The RFO previously circulated the financial statement (July 22) and invoices. The Council scrutinised the invoices and the payments were proposed by Cllr. James and seconded by Cllr. Dean. Resolved: Unanimously.	
187	To confirm scrutiny of invoices, bank statements and internal financial controls for January, February, March, April and May 2022.	
	Cllr. James confirmed scrutiny of invoices, bank statements and internal financial controls for January, February, March, April and May 2022.	
188	To receive a quarterly update on the current expenditure against budget 22-23 (or Receipts and payment forecast 22-23). See 2022/145.	
	The RFO was not present and the Council therefore accepted to receive this at a later date.	RFO to produce in September.

189	To review and confirm signatories on the Council bank account.	
	The Council agreed the Chair would check signatories with the RFO.	RFO to report in September.
	Planning	
190	To consider and respond to the consultation on: WNS/2022/1216/FUL: Aynhoe Park House, Aynho Park, Aynho OX17 3BQ Physical works to site layout including reconfiguration and extension of car park and alterations to hard and soft landscaping.	
	The Council discussed the application and the following points; Cobbles at entrance, tree removals, vehicle access, lighting and agreed the following response: <i>"The Council discussed the application on 4-7-22 and agreed to Comment."</i>	
191	To receive update (if any) to the consultations on developments in Cherwell: <ul style="list-style-type: none"> - Baynards Green warehouse development. - Oxfordshire Strategic Rail Freight Interchange (OXSRFI) at Heyford. 	
	The Chair confirmed numerous residents had made comments and the developer had now instigated a traffic survey.	
192	To review and note other planning issues as required.	
	There were no further issues for discussion.	
	Maintenance	
193	To receive an update on grass cutting and the contractor.	
	Cllr. Willis reported the last grass cutting had been patchy as the contractor had a machine breakdown.	
194	To receive an update on a temporary village maintenance contractor.	
	Cllr. Willis confirmed they were meeting with the new temporary contractor.	
195	To receive an update on the project to survey and renew street name signs (2022/80).	
	The Council discussed and Cllr. Hadley agreed to get information gathered from x-Cllr. Clinch.	Cllr. Hadley to contact Jonathan Clinch.
	Parking, Highways and Transport	
196	To receive an update on the fitting of 4 Speed camera signs.	
	Cllr. Dean confirmed signs were being delivered and due to be fitted with Cllr. R. Willis.	
197	To receive an update on MVAS data.	
	Cllr. Dean reported data was yet to be downloaded. The Council agreed to receive an update in September.	Update in September.
198	To receive an update on PCC grant for fixed MVAS speed sign/s.	
	Cllr. Dean reported no further progress on the grant; however, they reported the Safer Roads team had delivered the speed detector for the Community Speedwatch initiative to run in July.	

	Health, Wellbeing and Community Matters	
199	To receive an update on the August Bank Holiday Monday 2022 car boot, event scheduled and organisation.	
	The Chair confirmed plans and organising was underway with Cllrs. Hadley and Ryan-Pont. The Council discussed the start time and access to sportsfield/carparking.	Clerk to remove previous Carboot details from Aynho.org
	Recreational Matters – sportsfield, playground and Aynho Active	
200	To receive and review a vision statement for Aynho Active.	
	The Chair confirmed no further progress and to update in September.	September Meeting
201	To receive an update on urgent remedial action required at the pavilion.	
	Cllr. Hadley reported the fitting of smoke detectors, burns kit and painting of changing room floors. The Safety assessment raised; risk assessments, accident book, change of locks/exits, fire safety plan, assembly point, map of pavilion and escape plan. The Council discussed need for a defibrillator and grant possibilities.	
202	To discuss risk assessments and essential documents required for use of the pavilion.	
	As discussed, 2022/201.	
203	To receive an update and approve appointing a contractor to regularly clean the pavilion.	
	Cllr. Hadley reported they were meeting a cleaning contractor.	Update in September.
204	To receive an update on any other recreational matter.	
	The Council discussed; the good feedback following a recent booking, reviewing fees, ongoing maintenance of cricket pitch following Jubilee, and final essential electrical work (£889). Cllr. Ryan-Pont proposed and Cllr. Dean seconded. Resolved: Unanimously.	
205	To note the number for the Park Club Draw.	
	The Council noted #8 (June) as the number for the Park Club Draw.	
	Risk & Risk Assessment	
206	To review and re-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	

	The Council agreed to review in September	Sept meeting
207	Aynho Eco	
	There were no issues for discussion.	
208	Grants and Fundraising	
	The Council agreed to receive an update in September.	Chair to report in September.
209	Farming and footpaths	
	The Council noted the fallen tree on path to Souldern was still present.	Cllr. Dean to notify RH.
	Meetings & Conferences	
210	Confirm date and location of Ward meeting.	
	The Clerk confirmed they would forward agenda and date when it arrives.	Clerk.
	Communications	
211	To decide on Newsletter/website content.	
	Cllr. Ryan-Pont to ensure email addresses set up and working for Cllrs. R.Willis, Ryan-Pont and Grant.	Cllr. Ryan-Pont
212	Late items for approval: To approve renewal of the SWARCO sign maintenance at £257.50 (ex VAT).	
	The Council discussed and Cllr. Dean proposed, seconded by Cllr. Hadley. Resolved: Unanimously.	
213	Any other business – no decisions can be made under this item.	
a	The Chair reported that the newly forming Cricket Club had an opportunity to purchase a suitable mower for £250, against the Clerks' guidance the Council approved the purchase and the Clerk stated they would produce a Grants Policy.	Clerk to produce grant policy.
b	The Clerk had enquired with the status of the 'Asset of Community Value' (ACV) for the Cartwright Hotel submitted by the Chair. The Chair confirmed they would forward paperwork to the Clerk.	Chair.
c	The Chair reported that Lord Boswell of Aynho had plans to create a woodland. The Council discussed and agreed to approve the purchase of a bench at a future date.	
214	To confirm date of next meeting on Monday 5 th September 2022, 7:30pm and close.	
	Resolved: That next meeting of the Parish Council is on Monday 5 th September 2022 at 7:30pm and closed at 9.41pm.	