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Issued : 28 November, 2023
To : All Parish Councillors
From : Leslie Leighton, Chairman (acting as Clerk pro tem)

Dear Councillors,

You are hereby summoned to the Ordinary meeting of Aynho Parish Council in the Village Hall Committee Room, Croughton Road, Aynho, OX17 3BD on Monday 4TH December 2023 at 7:30pm when the following business will be transacted.

Leslie Leighton, Chairman to Aynho Parish Council

AGENDA

2023/

- 279 To receive and approve apologies for absence.
- 280 To receive declarations of interest under the Aynho Parish Council's (APC) Code of Conduct related to business on the agenda.
(Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business.)
- 281 To receive and approve for signature the minutes of the Parish Council monthly meeting held on Monday 2nd October, 2023.
- 282 To receive and approve for signature the minutes of the Parish Council monthly meeting held on Monday 6th November, 2023.
- 283 Public participation session.
(Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the chairman of the meeting.)

Finance

- 284 To receive the financial statement (December 2023) and consider invoices to be paid.
- 285 To agree the budgets for 2024/25 and to set the precept for 2024/2025
- 286 Approve expenditure:
285.1 To approve £100 (maximum) expenditure for village Christmas Tree children's party.
285.2 To approve necessary maintenance expenditure for play park bridge refurbishment.

APC: Policies, Standing Orders & Procedures

- 287 Update of progress for APC's renewed HR related documents, Policies and Standing Orders including details of Clerk's job description, employment contract and any other related documents.
- 288 Update of recruitment stages for new Clerk to the Parish Council.

Planning

289	Planning Applications		
289.1	2023/7526/FULL	Aynhoe Park House Aynho Park Aynho OX17 3BQ	Change of use of land and physical works to create a surface level car park with associated access.
289.2	2023/7828/S73	Land West of Friars Well Aynho Roundtown Banbury OX17 3BG	Variation of Condition 1 to application 2023/5940/FULL [Temporary change of use of land to car parking]. To extend the duration of the temporary use of the land at the site for car parking.
289.3	2023/7531/FULL	Upper Aynho Grounds Bicester Road Aynho OX17 3AY	Change of use of existing barn to be used for the purposes of hosting wedding ceremonies in association with existing established wedding venue use at the site
<u>RH/Aynhoe Park</u>			
290	To receive an update on developments at Aynhoe Park.		
<u>Recreational Matters: Sports Field, Playground and Aynho Active</u>			
291	Update of any immediately required maintenance issues likely occurring in the next eight weeks, and details of indicative costs for approval.		
292	To note the number(s) for the Park Club Draw.		
<u>Parking and Highways</u>			
293	Update of discussions with RH regarding traffic signage approaching the Aynhoe Park (discussed as part of #258)..		
<u>Maintenance</u>			
294	To review and approve the Grass Cut Tender Document prior to forwarding to candidate companies already expressing an interest, and publishing to the village web site as an ITT (invitation to tender) to any other company or entity.		
295	Maintenance needs of the Village 'Stocks' on Roundtown		
<u>Health, Wellbeing and Community matters</u>			
296	Discuss Katherine House Tractor Run, specifically issues of pedestrian traffic management and agree necessary actions and, if needed, required expenditure.		
297	Update of new bench purchase, agreed in June.		
<u>Grants and Fundraising</u>			
298	All to advise		
<u>Meetings & Conferences</u>			
299	All to advise		
<u>Communications</u>			
300	To review alternative providers, solutions and costs for the current email hosting and what actions are appropriate.		
301	To decide on Newsletter/website content.		
302	To confirm date of next meeting on Monday 8 th january 2024, 7:30pm (venue TBC).		

Information about this Agenda

The role of Clerk to Aynho Parish Council is currently vacant and, as such, the functions ordinarily completed by the Clerk are being fulfilled by Councillors until a new Clerk has been appointed. In the meantime all correspondence can be direct to the Clerk's email and the telephone number noted in the introduction.

Apologies

Apologies for absence including a general reason (i.e. illness, holiday, work etc.) should be notified to the clerk@aynho.org prior to the start of the meeting.

Declarations of Interest

Members should disclose any interests in the business to be discussed. They are also reminded that the disclosure of a Disclosable Pecuniary Interest (i.e., money) will require that the member withdraws from the meeting room during the transaction of that item of business. They should declare these either before the meeting or at the start of the relevant agenda item.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare that fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Evacuation Procedure

If notified by the Clerk or any Councillor to evacuate the building, do this via the nearest available fire exit. Members and visitors should proceed to the assembly area directly in-front of the village hall and await further instructions.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the Clerk, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.