

Aynho Parish Council

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Minutes of the Ordinary meeting of Aynho Parish Council held on Monday 02-OCTOBER 2023 at 7:30pm in Aynho Village Hall Committee Room.

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

In attendance: No Attendees.

Minutes: Leslie Leighton

2023/	Agenda Items	Decisions & Actions
210	To receive and approve apologies for absence	The Council approved the apologies. Resolved: Unanimously.
211	To receive declarations of interest under the Aynho Parish Council's (APC) Code of Conduct related to business on the agenda.	There were no declarations of interest.
212	To receive and approve for signature the minutes of the Parish Council monthly meeting held on Monday 04 TH SEPTEMBER, 2023.	The Council approved the Minutes. Resolved: Unanimously.
213	Public participation session.	No Attendees.
	Finance	
214	To receive the financial statement (October 2023) and consider invoices to be paid.	Resolved: Accepted and approved.
215	To confirm scrutiny of invoices, bank statements and internal financial controls for (Q3) November, December 2022 and January 2023 and (Q4) , February, March and April 2023.	The Council agreed to defer approval until the next meeting (06 Nov). All to note.
216	Receive and note the External Auditors Report.	Noted. To be published to the web site.
217	Review the in-year Spend and Budget for 2023/24	To be reviewed at the next meeting (06-Nov).

Please note, this is a public meeting. Copies of all council papers are available to download at www.aynho.org/parish_council/

218	Update of review progress for APC's HR related documents, Policies and Standing Orders prior to recruitment of new Clerk.	Cllr. Grant gave an update of progress, anticipating all documents would be ready for Clerk recruitment process in Nov/Dec.
219	Update of recruitment process for new Clerk to the Parish Council.	Awaiting items detailed in #218, prior to recruitment start.
220	Update of review progress of APC's current Standing Orders and Policies.	Cllr. Grant gave an update, anticipating these should be complete by year-end (2023) or early New Year.
	<u>Planning</u>	
221	Planning Applications	
222	None Received, to date. Any Applications received subsequently may be included for discussion at the meeting.	No Actions Needed.
	<u>RH/Aynhoe Park</u>	
223	To receive an update on developments at Aynhoe Park.	Cllr. Grant gave an update, noting the temporary Car Parking approval had been granted.
	<u>Recreational Matters: Sports Field, Playground and Aynho Active</u>	
224	Update of progress of the Pavilion review and agree any necessary actions arising.	The review progress is ongoing.
225	To discuss and resolve that the PC conduct an Options Appraisal, based on the example produced by The Local Government Association, prior to any presentation made to the residents of Aynho.	It was agreed the use of an Options Appraisal (OA) would be advantageous to any future development or improvements of the Pavilion, with the actual scope of the OA to be reviewed and/or designed at that time. Agreed by majority vote.
226	Agree process and timelines for review of the sports and Pavilion hire charges for 2024.	Cllr. Hadley agreed to start the process liaising with Councillors in drafting 'first look' rate increases prior to discussion with the PC, the ambition to implement increases from April 2024.
227	Update of trial use of Scribe's booking app and functionality	Cllr Ryan Pont to review with RFO.
228	To receive an update on the Pavilion and Sport Field and playground maintenance tasks, including annual safety report and maintenance actions, requirements and recommendations and associated costs, where necessary.	Cllr R. Willis presented the draft 'all areas' Maintenance schedule for discussion including projected spend levels. The work schedule and costs were agreed, with the remaining months of 2023/24 to be pro rata to annual spend (2024/25).
229	To discuss fund-raising ideas for enhancements to the sports and Pavilion.	Ongoing discussions.
230	To note the number(s) for the Park Club Draw.	Winning number drawn (#101).
	<u>Parking and Highways</u>	
231	Update of WNC's progress with plans to improve the B4100 through the village.	No updates available at this moment.

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	Maintenance	
232	Update on village maintenance schedule; discussion and approval of annual or monthly budget for contractor's involvement and recruitment process. To include village hedges.	As noted in #228, above.
233	To receive an update on the village grass cutting including change to 'all areas' cuts and approval of (any) increased costs.	One further cut anticipated for autumn 2023, accepting weather may change this.
234	First discussion of grass cutting contract review and new contract tender, timed for autumn 2023.	Further discussion at November's meeting (06 Nov) to agree options for 2024/25 and on.
235	Maintenance needs of the Village 'Stocks' on Roundtown	Cllr R. Willis to review and report back.
	Health, Wellbeing and Community matters	
236	Update of defib purchase to replace with new unit funded by APC and/or grants, if available.	New defib ordered and scheduled for delivery. Grants now actively being sought for additional defib unit at the Pavilion.
237	Update of new bench purchase, agreed in June.	RFO ordered new bench, likely delivery in early November.
238	To discuss and agree ideas, actions and costs (to implement) for Christmas event(s) for fund raising and community involvement.	Cllr Grant and Hadley to review and update at November's (06-nov) meeting.
	Grants and Fundraising	
239	All to advise	Cllr Hadley, Grant and Leighton agreed to examine opportunities to source grants for Sports Field Defib and 02-December community events.
	Meetings & Conferences	
240	All to advise	No meetings or conferences advised.
241	Feedback from recent Ward meeting and discuss any actions arising.	No APC Councillors attended.
	Communications	
242	To review alternative providers, solutions and costs for the current email hosting and what actions are appropriate.	Initial discussion of options and costs. Fuller review at November's (06 Nov) meeting.
243	To decide on Newsletter/website content.	None noted.
244	To confirm date of next meeting on Monday 6 th November 2023, 7:30pm and close.	Noted.

Information about this Agenda

Apologies for Absence: 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.