

Aynho Parish Council

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PARISH COUNCIL GENERAL MEETING

Venue: Aynho Village Hall

7th July 2025, 7:00PM

MINUTES

Present:

Clr Poppy Hoole

Clr Jerry Stephenson

Clr Richard Rees

2 members of public

Clr Ray Willis

Clr Leslie Horley

Clr Helen Mackenzie

Meeting commenced: 19:00

25/91 Apologies for absence

Apologies received: Cllrs Dawn Willis, David Leigh & Emma Foxon.

On the proposition of Clr R Willis, it was RESOLVED: to approve apologies for absence.

25/92 Members' declaration of interest in items on the agenda

None.

25/93 Public Participation

None.

25/94 RAF Croughton

Community Relations Advisor Abigail Jeffs introduced herself to the Council and provided background information about her role at the air base. She outlined her position as the community contact point and expressed her intention to maintain a close relationship with the Parish Council, while building and strengthening ties between the air base and the local community. Clr Mackenzie to include Abigail's contact details in Newsletter.

25/95 Minutes of Meeting of the Parish Council of 2nd June 2025

On the proposition of Clr R Willis, seconded by Clr Horley, it was RESOLVED: to approve minutes of the Meeting of the Parish Council 2nd June 2025.

25/96 Planning

To discuss and approve a response as a consultee on:

A handwritten signature in blue ink, appearing to be 'Dw'.

[2025/2371/LBC](#) - Holly Cottage, 30 Roundtown, Aynho, OX17 3BH - Replacement Aluminium Windows and Doors to property – *No comments*

[2025/2370/FULL](#) - Holly Cottage, 30 Roundtown, Aynho, OX17 3BH- Replacement Aluminium Windows and Doors to property – *No comments*

25/97 Authorisation of Payments

Cllrs Rees & Stephenson inspected and confirmed bank reconciliation and invoices against payments schedule.

On the proposition of Cllr Rees, seconded by Cllr Mackenzie, it was RESOLVED: to approve payments scheduled June 2025 & July 2025.

On the proposition of Cllr Rees, seconded by Cllr Stephenson, it was RESOLVED: to receive financial statements including receipts £1,751.14.

25/98 Community Infrastructure Levy (CIL)

To receive and approve report from Clerk/RFO regarding omission in financial year 2022-23 records.

On the proposition of Cllr Horley, seconded by Cllr R Willis, it was RESOLVED: to receive and approve report from Clerk/RFO regarding omission in financial year 2022-23 records.

Community Infrastructure Levy (CIL) Statement

Aynho Parish Council confirms that the CIL receipt of **£2,274.45**, on **19 April 2022**, was used appropriately towards the **playground fencing expenditure** in the 2022–23 financial year. However, this CIL expenditure was **incorrectly omitted from the Council's financial records** for that year.

25/99 Policy Review

To review and adopt policies and procedures:

- Risk Assessment
- Disciplinary Procedure
- Equal Opportunity Policy
- Attendance Policy
- Grants Policy
- Grant Application Form
- Records Retention Policy
- Freedom of Information Publication Scheme
- Privacy Policy
- Complaints Procedure
- Health & Safety Policy
- Training Statement of Intent



On the proposition of Cllr Rees, seconded by Cllr R Willis, it was RESOLVED: to approve all above policies and procedures.

25/100 Press and Media Policy

On the proposition of Cllr Rees, seconded by Cllr R Willis, it was RESOLVED: to approve and adopt new Press and Media Policy.

25/101 Land Registry Enquiry

Cllrs Rees & Stephenson to investigate obtaining title holder details for land adjacent to Station Road (B4031) and bridleway, opposite Miller's Lane and Friar's Well.

25/102 Brackley Town Football Field Hire Rate

On the proposition of Cllr Horley, seconded by Cllr R Willis, it was RESOLVED: to maintain Brackley Town FC hire rate for next season, at £1650pa.

25/103 Climate & Nature Champion Scheme

On the proposition of Cllr Horley, seconded by Cllr Mackenzie, it was RESOLVED: to appoint Cllr Rees as Climate & Nature Champion.

25/104 Cricket Club Water Usage Request

On the proposition of Cllr Rees, seconded by Cllr Stephenson, it was RESOLVED: to approve ACC request to use water hose on sports field and contribute to meter costs, subject to conditional signed agreement.

Cllr Rees and Clerk to draft agreement.

25/105 Community Matters

- a) **Health & Safety:** To receive update on community speed watch.

Cllr R Willis updated on community speed watch:

21 sessions over 4 weeks, 125 vehicles excess 35mph, highest recorded 56mph. 118 warning letters sent. Successful campaign, intention to repeat next year.

- b) **Grounds Maintenance:**

- a. To receive update on Cherry Tree at The Glebe.

Clerk updated: West Northamptonshire Council (WNC) have inspected the tree and confirmed that it does not meet the criteria for council intervention. A response is awaited to clarify whether WNC will permit the property owner to carry out works independently.

- b. To consider resident request for council to adopt maintenance responsibility for grass verge/bank at Blacksmiths Hill & Holloway Way.
i. APC refused previous offer of bank due to upkeep/stability concerns.
ii. Additional request regarding privately owned raised pathway.

On the proposition of Cllr Horley, seconded by Cllr Hoole, it was RESOLVED: **NOT** to adopt responsibility for grass verge/bank at Blacksmiths Hill & Holloway Way, or raised pathway. These areas currently remain under the responsibility of West Northamptonshire Council.

- c. To consider siding out of footpath on the B4100, cost £1,000 plus VAT.

On the proposition of Cllr Horley, it was RESOLVED: **NOT** to approve siding out at this time.

On the proposition of Cllr Horley, it was RESOLVED: to suspend Standing Order 3x, to allow meeting to continue.

c) Playpark Update:

- a. To receive any updates on maintenance activity.

Cllr R Willis updated: Remedial works have continued pre imminent RoSPA inspections.

- b. RoSPA Inspections scheduled July.
- c. Consider investigation of recycling waste bin.

Clerk to investigate recycling bin availability from WNC.

- d) **Future Events:** Update on Classic Car event. Suggested 2nd week September or October.

On the proposition of Cllr Horley, it was RESOLVED: Councillors to meet as informal working group for event planning.

25/106 Newsletter

To discuss items for next newsletter edition – Cllr Mackenzie to edit on behalf of council.

- RAF Croughton Community Liaison
- Speed watch update
- Playpark
- Classic Car Event
- Neighbourhood Watch Volunteers
- Reminder to residents to cut back overgrowth

25/107 Next Meeting

No meeting in August

1st September 2025 – Full Council Meeting

Meeting closed: 21:15

Signed:

J. J. J.
01/9/25