

Aynho Parish Council

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PARISH COUNCIL GENERAL MEETING

Venue: Aynho Village Hall

2nd February 2026, 7:00PM

MINUTES

Present:

Cllr Dawn Willis (Chair)

Cllr Poppy Hoole

Cllr David Leigh

Cllr Jerry Stephenson

5 members of public

Meeting commenced: 19:00

Cllr Ray Willis

Cllr Helen Mackenzie

Cllr Les Horley

25/170 Apologies for absence

None.

The Chair confirmed the resignation received from Councillor Emma Foxon. Council recorded its sincere thanks to Cllr Foxon for her service, dedication, and significant contribution made during her time in office.

25/171 Members' declaration of interest in items on the agenda

None.

25/172 Public Participation

- A resident representing **Aynho Cricket Club (ACC)** spoke regarding agenda item **25/185**. The resident advised that ACC had reviewed the proposed licence agreement and had submitted comments to then Cllr Richard Rees. ACC confirmed that it is willing to pay ongoing fees for use of the pavilion for home matches, including associated services such as water for wicket preparation, and other reasonable costs identified by the Council.

ACC wishes to work constructively with the Council to avoid conflict with other users during cricket fixtures. However, under the proposed licence agreement, ACC is **not prepared to pay any fees relating to use of the wicket or outfield**, on the basis that ACC members are Aynho residents and the sports field exists for the benefit of villagers.

It was noted that ACC requires the cricket square and wickets to be fenced off and unavailable to other users throughout the year, and that use of the square and wickets by non-ACC users, including informal recreational use, is not permitted. It was further noted that the Parish Council is requesting a hire fee in respect of the cricket square and wickets due to the exclusive use being sought, which precludes access by other villagers for general recreation, family games, or practice.

ACC advised that during home fixtures, additional facilities (including frisbee nets) are removed for the duration of matches to avoid conflict with cricket use.

ACC is content to pay for pavilion use but not for use of the outfield or wicket. ACC considers that a licence agreement is not the appropriate mechanism and instead would prefer to enter into a

Memorandum of Understanding, lasting one to two years.

It was further stated that between **April and October**, the outfield should be available for ACC use during home fixtures; when no fixtures are scheduled, ACC is suggesting football or golf should not take place on the outfield.

- A further resident also spoke regarding agenda item **25/185**, highlighting that preparation of the cricket square and individual wickets is a lengthy process, taking up to **two months** to prepare a wicket for a match and that allowing access by other users would therefore require careful coordination with ACC. It was noted that many villages designate and mark off cricket areas. The resident emphasised that the sports field is owned by the village and is used freely by residents, and that the principle should be that the ground is owned by villagers, who should have priority access and should not be charged for its use. It was noted that free use by villagers excluded the wicket and square.

- A resident spoke on a **non-agenda item**, raising concerns about traffic safety when turning left onto Charlton Road from the Banbury direction due to oncoming traffic. The resident suggested that a one-way system should be considered.

25/173 Minutes of Meeting of the Parish Council of 1st December 2025

On the proposition of the Chair, it was **RESOLVED**: to approve minutes of the Meeting of the Parish Council 1st December 2025.

24/174 Co-option to Fill Casual Vacancy

No candidates.

25/175 Planning

To discuss and approve a response as a consultee on:

2025/5030/LBC - Bortons Farm 14 Roundtown Aynho OX17 3BG - Listed building consent to replace 3 no. existing windows with hardwood casement windows with heritage double glazing. - *No comments.*

2025/4784/FULL - Bortons Farm 14 Roundtown Aynho OX17 3BG - Replace 3 no. existing windows with hardwood casement windows with heritage double glazing. - *No comments.*

2025/5127/FULL - Land North of Charlton Road Charlton Road Aynho Banbury OX17 3A - Retrospective change of use from agricultural use to a secure dog walking field with parking area and improved access via Charlton Road. - *No comments.*

2026/0017/TPO - 4 The Square Aynho OX17 3BL - Works to 1x Yew tree subject to TPO and within a conservation area. - *No comments.*

2025/5311/S73 - Park Lodge Croughton Road Aynho OX17 3AX - Variation of condition 2 (approved plans) and condition 3 (Written scheme of investigation for Level 2) and removal of condition 4 and 5 of planning permission WNS/2022/0489/FULL (Demolition of existing single-storey extension, replacement with two-storey and single storey rear/side extensions) – *Objection to any proposed variation or removal of condition.*

Clerk update: Information requests regarding enabling development at Aynho have been received from Dorset. Clerk has responded with factual information only.

25/176 Authorisation of Payments

Cllr Stephenson inspected and confirmed bank reconciliation and invoices against payments schedule.

On the proposition of Cllr Stephenson, seconded by Cllr R Willis, it was **RESOLVED**: to approve payments scheduled January to February 2026.

On the proposition of Cllr Stephenson, seconded by Cllr R Willis, it was **RESOLVED**: to receive and note schedule of receipts **£180.00**.

25/177 Bank Reconciliation

On the proposition of the Chair, seconded by Cllr Horley, it was **RESOLVED**: to receive and note bank reconciliation to 31st December 2025.

25/178 Expenditure Against Budget

On the proposition of the Chair, seconded by Cllr Horley, it was **RESOLVED**: to receive and note expenditure against budget to 31st December 2025.

25/179 Internal Control

On the proposition of the Chair, it was **RESOLVED**: to appoint Cllr Horley as an Internal Control Councillor for remainder of the 2025/26 financial year.

25/180 Implementation of Assertion 10 (Practitioners' Guide 2025)

On the proposition of the Chair, it was **RESOLVED**: to confirm that the Council has considered Assertion 10 and any recommendations required to ensure compliance with digital governance standards.

25/181 IT Policy

On the proposition of the Chair, it was **RESOLVED**: to adopt the IT Policy for Aynho Parish Council.

25/182 Asset of Community Value

The Chair, together with Cllrs Horley and Leigh, provided an update on the status of **The Cartwright Hotel** and outlined the available options.

It was noted that there is **no immediate action required by the Council** at this time.

Action: Cllr Leigh to include an update in the Parish newsletter, disseminate relevant information to the community, and organise a community meeting.

25/183 Pavilion Wi-Fi and CCTV

To receive update on installation of Starlink Mini at pavilion The Chair updated Members on frequent enquiries regarding the availability of Wi-Fi at the Pavilion and outlined recent incidents of damage that may potentially be addressed through the installation of CCTV, noting that CCTV would require a reliable Wi-Fi connection.

Council considered the installation of Wi-Fi at the Pavilion and the feasibility of CCTV, further to recent damage, including associated costs, data protection implications, management arrangements, and possible funding options.

Discussion points included:

- A broken window at the Pavilion.

- Whether Wi-Fi provision would improve use of the Pavilion for hirers, community groups, and Council meetings.
- Recent incidents of damage and whether CCTV may act as a deterrent.
- Initial installation and ongoing maintenance costs for both Wi-Fi and CCTV.
- Data protection requirements, including signage and policies associated with CCTV.
- Responsibility for monitoring, access to footage, and ongoing management.
- Potential funding sources, including budget provision, grants, and insurance contributions.

Cllr R Willis reported that:

- **Gigaclear** had quoted approximately **£4,800** to bring a Wi-Fi supply to the Pavilion, with additional related costs making this option unviable.
- **BT** service is poor in the area.
- **Starlink Mini** is available at an approximate hardware cost of **£200**, is easy to install, and operates on a subscription basis.

On the proposition of **Cllr Horley**, seconded by **Cllr Mackenzie**, it was **RESOLVED**: to purchase **Starlink Mini**, at an approximate hardware cost of **£200**.

Action: Clerk to progress installation of the Wi-Fi and to bring forward item to discuss CCTV options, including costs, data protection requirements, and management arrangements, once Wi-Fi is operational.

The Chair thanked **Cllr R Willis** for arranging the repair of the broken window at the Pavilion.

25/184 Pavilion Charges

The Chair updated Members following feedback from users indicating that current Pavilion hire charges are too low, particularly in the context of rising operational and maintenance costs.

Council considered the current Pavilion hire charges and whether an increase was appropriate. This included a proposal to retain tennis hire charges at the current rate, to review the Pavilion hourly rates (£5.00 per hour for residents and £8.00 per hour for non-residents), and to consider maintaining existing rates for regular users with **10 or more bookings per year** as a loyalty incentive.

On the proposition of **Cllr Horley**, seconded by **the Chair**, it was **RESOLVED**: that **from April 2026** Pavilion hire charges be increased to **£7.00 per hour for residents** and **£12.00 per hour for non-residents**.

It was further resolved that **frequent users with 10 or more annual bookings** would continue to be charged at the **current rates**.

25/185 Update on Cricket Club Licence Agreement

On the proposition of **the Chair**, it was **RESOLVED**: that **Cllr Horley** meet with **Aynho Cricket Club (ACC)** as the Council's representative to further discuss the draft Cricket Club Licence Agreement and to feedback to council.

Cllr Horley added that other clubs, such as a Tennis Club, could also be viable in the future and that similar licence agreement arrangements should apply.

25/186 Playpark – Update

The Chair provided an update on progress to date, including her and Cllr Hoole recent meeting with **Playdale**. Further meetings are scheduled with alternative playground suppliers **Elevate Play** and **Creative Play**. The Chair also advised that users are being canvassed for feedback.

Initial quotations received total approximately **£58,000**, with installation costs forming a significant proportion of the overall figure. The Chair outlined some of the items included within the quotations and noted that **grant funding and fundraising will be required**. It was advised that the **monkey bars will need to be removed** from the Playpark. Suggested replacement or additional items included **additional swings, a see-saw, a zip-wire, and trim-trail equipment**. Members noted that the existing equipment was installed in **2014**.

Cllr Hoole commented that there is significant scope for improvement, including upgrading existing items, making better use of available space, and removing any redundant equipment in advance to help manage costs. It was noted that the Playpark is a valuable enclosed and safe space, while the recreation ground offers greater space for older children. Families often split use between the Playpark for younger children and the recreation ground for older children. Cllr Hoole suggested that the Playpark could benefit from modest maintenance improvements, while the recreation ground may be more suitable for new equipment. Parking improvements were also suggested for consideration.

Members agreed on the importance of establishing community views, including undertaking a **village survey**. A **pump track was suggested for consideration**.

Cllr Stephenson advised that there may be potential for a **donation from the village lottery**.

25/187 Keep Aynho Beautiful

On the proposition of the Chair, it was **RESOLVED**: that the Spring village clean-up will take place on **Saturday 21 March 2026 at 10:00am**.

25/188 Highway Improvements

- a) The Chair outlined residents' concerns regarding parking along **Croughton Road**. It was reported that **Cllr R Willis** had contacted Highways, who have proposed two possible solutions.
Action: Cllr R Willis to seek views from affected residents and report feedback to Council.
- b) **Cllr Leigh** provided an update following contact with **West Northamptonshire Council Highways** regarding possible verge adjustments, including paving, at **The Glebe**. It was noted that no funding is currently available and no immediate action is planned; however, the matter has been added to the Highways list.
Members agreed that a clearer list of requirements and requests for Highways should be developed. It was suggested that a **village survey** could be used to identify priorities.

Action: Cllr Leigh, supported by Cllr Mackenzie, to produce an updated village survey for consideration by Council.

On the proposition of the Chair, it was **RESOLVED**: to suspend Standing Order 3(x) to allow the meeting to continue.

25/189 Community Matters

- a) **Health & Safety**
 - a. Councillors noted that the **defibrillator at the Village Hall** has been reinstated with a new battery and pads.

b. The Chair updated members that **footpaths along Charlton Road** (between The Butts and Raincliffe, and from Raincliffe to Butts Close), as well as **Back Path**, have been reported to **West Northamptonshire Council (WNC)**. WNC has attended and scraped back grass to the pathway edge, with no further action deemed necessary.

c. The Chair updated Members following a request from residents of **Little Lane** for the provision of a grit bin. A request was submitted to **WNC**, which was declined. Council considered the option of the Parish Council purchasing a new grit bin for **The Square**, including ongoing filling and maintenance responsibilities.

It was noted by the Clerk that landowner permission would be required for installation, likely from WNC.

Action: Cllr Horley to canvas local residents on a suitable location for a grit bin, check permissions from WNC, and report back to Council.

b) **Grounds Maintenance:** *None*

Responding to Non-Contentious Matters Between Meetings

Cllr Leigh outlined a proposal for an agreed mechanism to respond to non-contentious issues requiring a Council response outside the normal meeting cycle. The proposed process was as follows:

1. A non-contentious issue requiring a response before the next scheduled meeting is identified by any Councillor or the Clerk.
2. The Councillor or Clerk identifying the issue circulates an email to all Councillors and the Clerk, including a suggested response.
3. The proposed response is considered, commented on, revised, and agreed by email.
4. A vote on the proposed response is taken by email. A simple majority would be required to proceed; any Councillor not voting would be deemed to have voted against.
5. Voting options would be:
 - a. Agree – vote in favour;
 - b. Disagree – vote against or abstain;
 - c. Veto – any Councillor may object to the process and require the matter to be deferred to the next Council meeting.
6. Any item progressed under this mechanism, together with the action taken, would be recorded at the next Council meeting and discussed further if required.

The Chair advised that, outside the normal meeting cycle, an **emergency meeting** could be called to agree a response if necessary. The Clerk advised that, for governance purposes, a **properly constituted meeting** or **formal delegation** would be required in order to agree a response on behalf of the corporate body.

c) **Consultations and responses considered:**

a) **Northants CALC Snapshot Survey** on parish and town councils' satisfaction with their Local Planning Authority (WNC or NNC). Closing date **31 January 2026**.

Noted: The Clerk had completed the response.

b) **Consultation on West Northamptonshire Council's Draft Budget Proposals 2026/27**. Closing date **midnight Tuesday 3 February 2026**. *No response.*

c) **Annual Parish Consultation Survey** organised by **Kier Transportation** on behalf of **WNC Highways**. Closing date **31 March 2026**.

On the proposition of **Cllr Horley**, it was **RESOLVED** to **delegate the Council's response to Cllr R Willis**.

d) Upcoming Consultation on the Draft West Northamptonshire Local Plan.

Members noted that this consultation will provide a key opportunity for Parish Councils to comment on proposals guiding future development across West Northamptonshire.

25/190 Newsletter

Council discussed items to be included in the next edition of the Parish newsletter.

Action: Cllr Mackenzie to edit the newsletter on behalf of the Council.

- Spring village clean-up: **21 March, 10:00am**
- Village survey
- Community Speed Camera
- Councillor vacancies

25/191 Next Meeting

2nd March 2026 – Full Council Meeting

Meeting closed: 21:20

Signed:

25/196 Planning

To discuss and approve a response as a consultee on:

[2026/0351/TCA](#) - 21 Blacksmiths Hill Aynho OX17 3AH - Elder (Sambucus) tree at northeast corner of garden to be removed. Tree has been assessed by an arborist as dying.

[2026/0448/TCA](#) - 1 The Glebe Aynho OX17 3AZ - Two mature apple trees - perform maintenance pruning by reducing overgrown vertical branches and any dead, diseased or damaged branches to enhance the health of the tree

[2026/0545/S73](#) - Aynhoe Park House Aynho Park Aynho OX17 3BQ - Variation of Condition 1 to omit reference the previously approved gates elevations and replace with revised gate elevations drawing to approval WNS/2022/0818/MAF (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)

Issues which cannot be taken into account

Who the applicant is/the applicant's background	Loss of views	Loss of property value	Loss of trade or increased competition
Strength or volume of local opposition	Construction noise/disturbance during development	Fears of damage to property	Party wall disputes
Maintenance of property	Boundary disputes, covenants or other property rights	Private rights of way	Personal circumstances are generally not a material planning consideration

Material Considerations

Overlooking/loss of privacy	Loss of light or overshadowing	Parking	Highway safety	Traffic
Noise	Effect on listed building and conservation area	Layout and density of building	Design, appearance and materials	Government policy
Disabled persons' access	Proposals in the Development Plan	Previous planning decisions (including appeal decisions)	Nature conservation	Public rights of way

Aynho Parish Council
PAYMENTS LIST

02 March 2026 (2025-2026)

Vouche Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
114	Pavilion - Utilities	04/02/2026	25/183	Co-Op C/A	Pavilion Wi-Fi	Curnys	S	207.50	41.50	249.00
119	Pavilion - Utilities	17/02/2026	25/197	Co-Op C/A	Pavilion Electricity	EDN Next Energy	L	238.11	11.91	250.02
117	Admin (Inc Tel, Stationary & P)	17/02/2026	25/197	Co-Op C/A	Virtual Line for Clerk	Virtual Landline	S	5.42	1.08	6.50
122	Admin (Inc Tel, Stationary & P)	26/02/2026	25/197	Co-Op C/A	Uncontested Election Fee	West Northamptonshire Cc	X	64.50		64.50
116	Pavilion - Gen Exp	03/03/2026	25/197	Co-Op C/A	Pavilion Cleaning	Amazon (p/b R Willis)	S	15.41	3.08	18.49
115	Hall Hire	03/03/2026	25/197	Co-Op C/A	VH Community Meeting	Aynho Village Hall (p/b D L	X	12.50		12.50
118	Pavilion - Gen Exp	03/03/2026	25/197	Co-Op C/A	Pavilion Cleaning	K Angell	X	30.00		30.00
120	IT (Eqpt & Software)	03/03/2026	25/197	Co-Op C/A	Scribe Accounts Software	Starboard Systems Ltd	S	444.00	88.80	532.80
123	Donations - Sports Field	03/03/2026	25/197	Co-Op C/A	Ballast & cement for table tenn	Wickes (p/b R Willis)	S	49.80	9.96	59.76
124	Dog Bin Provision	04/03/2026	25/197	Co-Op C/A	Dog Waste Bin Collection	Marcus Young Environmen	S	1,092.00	218.40	1,310.40
121	Clerk & RFO Salary	31/03/2026	25/197	Co-Op C/A	Clerk Salary - Mar	A Youel	X	685.56		685.56
Total								2,844.80	374.73	3,219.53

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Aynho Parish Council
RECEIPTS LIST

23 February 2026 (2025-2026)

Vouche Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
130	Pavilion - Rental Income	03/02/2026	Co-Op C/A		Pavilion Hire	Kate Hume	X	28.00		28.00
131	Pavilion - Rental Income	06/02/2026	Co-Op C/A		Pavilion Hire	Young People at Heart	X	10.00		10.00
132	Pavilion - Rental Income	06/02/2026	Co-Op C/A		Pavilion Hire	K Angell	X	37.50		37.50
133	Pavilion - Rental Income	13/02/2026	Co-Op C/A		Pavilion Hire	K Angell	X	15.00		15.00
134	Pavilion - Rental Income	21/02/2026	Co-Op C/A		Pavilion Hire	K Angell	X	35.00		35.00
135	Tennis Court - Rental Income	23/02/2026	Co-Op C/A		Tennis Court Hire	AH Limb	X	5.00		5.00
Total								130.50		130.50

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23 February 2026 (2025-2026)

Aynho Parish Council
RECONCILIATION - Co-Op C/A 17-02-2026


From Accounts	£4,605.44
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Payments not cashed	Add
Receipts not entered	Subtract

Statement should be	£4,605.44
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Aynho Annual Parish Meeting

 Monday, 20th April 2026

 7:00 PM

 Aynho Village Hall

Agenda

2601. Welcome & Apologies

2602. Approval of Minutes – 28th April 2025 APM

2603. Chairman's Report – Parish Council updates & future plans


2604. Reports from Local Authorities & Parish Organisations

2605. Open Forum – Resident Questions & Discussion

Local government electors of Aynho who have the right to attend are invited to speak on any matter of relevance to the Parish.

2606. Any Other Business

2607. Closing Remarks



Cllr Dawn Willis

Chair

Aynho Parish Council

*This is an annual statutory meeting of the parish's electors and is **NOT a Council meeting**. Under the Local Government Act 1972 s9 all parishes/towns in England must hold an Annual Parish/Town Meeting. This is a public meeting of the Local Government electors of Aynho, who have the right to attend, to speak and take part in the discussions, and if appropriate, to vote on such matters. Any matter of relevance to the parish may be discussed.*

Aynho Annual Parish Meeting

20.04.26

Save the Date!

Invitation to Aynho Annual Parish Meeting

JOIN US ON MONDAY 20TH APRIL 2026 AT 7.00PM AT AYNHO VILLAGE HALL FOR THE ANNUAL PARISH MEETING.

THIS IS A GREAT OPPORTUNITY TO HEAR FROM LOCAL ORGANISATIONS AND CLUBS ABOUT WHAT THEY'VE ACHIEVED OVER THE PAST YEAR AND WHAT'S PLANNED FOR THE FUTURE. IT'S ALSO A CHANCE TO MEET AND NETWORK WITH OTHERS IN OUR COMMUNITY.

REPRESENTATIVES FROM VILLAGE GROUPS, ORGANISATIONS, SOCIETIES, LOCAL POLICE AND UNITARY AUTHORITY COUNCILLORS WILL BE ATTENDING, GIVING A BROAD SNAPSHOT OF LIFE IN AYNHO.

See you there!

Aynho Parish Council

clerk@aynho-pc.gov.uk

This is an annual statutory meeting of the parish's electors and NOT a Council meeting. Under the Local Government Act 1972 s9 all parishes in England must hold an Annual Parish Meeting. This is a public meeting of the electors of Aynho who have the right to attend, to speak, and take part in the discussions, and if appropriate vote on such matters. Any matter of relevance to the parish may be discussed.

Freedom of Information Act Publication Scheme

1. The Freedom of Information Act

1.1 The Freedom of Information Act grants to members of the public rights of access to all kinds of recorded information held by a wide range of public authorities. Information about the Act is available from the Information Commissioner's Office at www.ico.gov.uk

2. Publication Scheme

2.1 The Act requires every public authority to adopt and maintain a generic model publication scheme which should be adopted and operated by all public authorities from 1 January 2009. Aynho Parish Council adopted the generic model publication scheme at their Council meeting on 5th August 2024. It is intended to provide everyone interested in the Council with a comprehensive guide to the information that the Council will automatically or routinely publish or otherwise makes available to the public.

3. Freedom of Information Requests and the Publication Scheme

3.1 It is important to note that a publication scheme simply sets out the information that is routinely available. Information that is not listed in the Information Available Guide of this document can still be requested and it will be made available unless it can be legitimately withheld. This can be done by making a written request to the Clerk who will reply within 20 working days after receipt of the request.

4. The Council's Commitment to the Act

4.1 The Council is committed to openness and accountability and already makes large amounts of information available to the public, through its website, via the telephone, by post or by personal visits by appointment to the Council Office where much of the information can be viewed free of charge.

5. Model Publication Scheme

5.1 This model publication scheme has been prepared and approved by the Information Commissioner. It may be adopted without modification by any public authority without further approval and will be valid until further notice.

5.2 This publication scheme commits an authority to make information available to the public as part of its normal business activities. The information covered is included in the classes of information mentioned below, where this information is held by the authority. Additional assistance is provided to the definition of these classes in sector specific guidance manuals issued by the Information Commissioner.

5.3 The scheme commits an authority:

- To proactively publish or otherwise make available as a matter of routine, information, including environmental information, which is held by the authority and falls within the classifications below.
- To specify the information which is held by the authority and falls within the classifications below.
- To proactively publish or otherwise make available as a matter of routine, information in line with the statements contained within this scheme.
- To produce and publish the methods by which the specific information is made routinely available so that it can be easily identified and accessed by members of the public.
- To review and update on a regular basis the information the authority makes available under this scheme.
- To produce a schedule of any fees charged for access to information which is made proactively available.
- To make this publication scheme available to the public.

6. Classes of Information

Who we are and what we do. - Organisational information, locations and contacts, constitutional and legal governance.

What we spend and how we spend it. - Financial information relating to projected and actual income and expenditure, tendering, procurement and contracts

What our priorities are and how we are doing. - Strategy and performance information, plans, assessments, inspections and reviews.

How we make decisions. - Policy proposals and decisions. Decision making processes, internal criteria and procedures, consultations.

Our policies and procedures. - Current written protocols for delivering our functions and responsibilities.

Lists and Registers. - Information held in registers required by law and other lists and registers relating to the functions of the authority.

The Services we offer. - Advice and guidance, booklets and leaflets, transactions and media releases. A description of the services offered.

The classes of information will not generally include:

- Information the disclosure of which is prevented by law, or exempt under the Freedom of Information Act, or is otherwise properly considered to be protected from disclosure
- Information in draft form
- Information that is no longer readily available as it is contained in files that have been placed in archive storage or is difficult to access for similar reasons.

7. The method by which information published under this scheme will be made available.

7.1 The authority will indicate clearly to the public what information is covered by this scheme and how it can be obtained.

7.2 Where it is within the capability of a public authority, information will be provided on a website. Where it is impracticable to make information available on a website or when an individual does not wish to access the information by the website, a public authority will indicate how information can be obtained by other means and provide it by those means. In exceptional circumstances some information may be available only by viewing in person. Where this manner is specified, contact details will be provided. An appointment to view the information will be arranged within a reasonable timescale.

7.3 Information will be provided in the language in which it is held or in such other language that is legally required. Where an authority is legally required to translate any information, it will do so.

7.4 Obligations under disability and discrimination legislation and any other legislation to provide information in other forms and formats will be adhered to when providing information in accordance with this scheme.

8. Charges which may be made for information published under this scheme.

8.1 The purpose of this scheme is to make the maximum amount of information readily available at minimum inconvenience and cost to the public. Charges made by the authority for routinely published material will be justified and transparent and kept to a minimum.

8.2 Material which is published and accessed on a website will be provided free of charge.

8.3 Charges may be made for information subject to a charging regime specified by Parliament.

8.4 Charges may be made for actual disbursements incurred such as:

- photocopying
- postage and packaging
- the costs directly incurred as a result of viewing information.

8.5 Charges may also be made for information provided under this scheme where:

- they are legally authorised
- they are in all the circumstances, including the general principles of the right of access to information held by public authorities, justified
- they are in accordance with a published schedule or schedules of fees which is readily available to the public.

8.6 If a charge is to be made, confirmation of the payment due will be given before the information is provided. Payment may be requested prior to provision of the information.

9. Written Requests

9.1 Information held by a public authority that is not published under this scheme can be requested in writing, when its provision will be considered in accordance with the provisions of the Freedom of Information Act.

10. Information available from Aynho Parish Council under the Model Publication Scheme

Information to be published	How the information can be obtained	Cost
Class1 - Who we are and what we do (Organisational information, structures, locations and contacts) <i>This will be current information only</i>	Website Hard copy	Free 10p per A4 sheet
Who's who on the Council and its Committees	Website Hard copy	Free 10p per A4 sheet
Contact details for Parish Clerk and Council members (named contacts where possible with telephone number and email address (if used))	Website Hard copy	Free 10p per A4 sheet
Location of main Council office and accessibility details	Website	Free
Staffing structure	Hard copy	10p per A4 sheet
Class 2 – What we spend and how we spend it (Financial information relating to projected and actual income and expenditure, procurement, contracts and financial audit) Current and previous financial year as a minimum	Website Hard copy	Free 10p per A4 sheet
Annual return form and report by auditor	Website Hard copy	Free 10p per A4 sheet
Finalised budget	Website Hard copy	Free

		10p per A4 sheet
Precept	Website Hard copy	Free 10p per A4 sheet
Borrowing Approval letter	n/a	n/a
Financial Standing Orders and Regulations	Website Hard copy	Free 10p per A4 sheet
Grants given and received	Website Hard copy	Free 10p per A4 sheet
List of current contracts awarded and value of contract	Website Hard copy	Free 10p per A4 sheet
Members' allowances and expenses	Website Hard copy	Free 10p per A4 sheet
Class 3 – What our priorities are and how we are doing (Strategies and plans, performance indicators, audits, inspections and reviews) Current and previous year as a minimum	Website Hard copy	Free 10p per A4 sheet
Parish Plan (current and previous year as a minimum)	n/a	n/a
Annual Report to Parish or Community Meeting (current and previous year as a minimum)	Website Hard copy	Free 10p per A4 sheet
Quality status	Website Hard copy	Free 10p per A4 sheet
Local charters drawn up in accordance with DCLG guidelines	Hard copy	10p per A4 sheet
Class 4 – How we make decisions (Decision making processes and records of decisions) Current and previous council year as a minimum	Website Hard copy	Free 10p per A4 sheet
Timetable of meetings (Council and any committee/sub-committee meetings and parish meetings)	Website Hard copy	Free 10p per A4 sheet
Agendas of meetings (as above) - n.b. this will exclude information that is properly regarded as private to the meeting.	Website Hard copy	Free 10p per A4 sheet
Minutes of meetings (as above) – n.b. this will exclude information that is properly regarded as private to the meeting.	Website Hard copy	Free 10p per A4 sheet
Reports presented to council meetings – n.b. this will exclude information that is properly regarded as private to the meeting.	Website Hard copy	Free 10p per A4 sheet
Responses to consultation papers	Hard copy	10p per A4 sheet
Responses to planning applications	Website Hard copy	Free

		10p per A4 sheet
Bye-laws	Hard copy	10p per A4 sheet
Class 5 – Our policies and procedures (Current written protocols, policies, and procedures for delivering our services and responsibilities) Current information only	Website Hard copy	Free 10p per A4 sheet
Policies and procedures for the conduct of council business: Procedural standing orders (website) Committee and sub-committee terms of reference (website) Delegated authority in respect of officers Code of Conduct (website) Policy statements	Website where indicated Hard copy	Free 10p per A4 sheet
Policies and procedures for the provision of services and about the employment of staff: Internal instructions to staff and policies relating to the delivery of services Equality and diversity policy (website) Health and safety policy (website) Recruitment policies (including current vacancies) Policies and procedures for handling requests for information (website) Complaints procedures (including those covering requests for information and operating the publication scheme) (website)	Website where indicated. Hard copy	Free 10p per A4 sheet
Information security	Hard copy	10p per A4 sheet
Records management policies (records retention, destruction and archive)	Website Hard copy	Free 10p per A4 sheet
Data protection policies	Website Hard copy	Free 10p per A4 sheet
Class 6 – Lists and Registers Currently maintained lists and registers only	Hard copy Some information may only be available by inspection	10p per A4 sheet
Any publicly available register or list (if any are held this should be publicised; in most circumstances existing access provisions will suffice)	Hard copy	10p per A4 sheet
Assets register	Hard copy	10p per A4 sheet
Disclosure log (indicating the information that has been provided in response to requests; recommended as good practice, but may not be held by parish councils)	n/a	n/a
Register of members' interests	Hard copy	10p per A4 sheet

Register of gifts and hospitality	Hard copy	10p per A4 sheet
Class 7 – The services we offer (Information about the services we offer, including leaflets, guidance and newsletters produced for the public and businesses) Current information only	Hard copy Some information may only be available by inspection	10p per A4 sheet
Allotments	Hard copy	10p per A4 sheet
Burial grounds and closed churchyards	Hard copy	10p per A4 sheet
Community centres and village halls	Hard copy	10p per A4 sheet
Parks, playing fields and recreational facilities	Hard copy	10p per A4 sheet
Seating, litter bins, clocks, memorials and lighting Hard	Hard copy	10p per A4 sheet
Bus shelters	Hard copy	10p per A4 sheet
Markets	n/a	n/a
Public conveniences	n/a	n/a
Agency agreements	Hard copy	10p per A4 sheet
Services for which the council is entitled to recover a fee, together with those fees (e.g., burial fees)	Hard copy	10p per A4 sheet
Additional Information This will provide Councils with the opportunity to publish information that is not itemised in the lists above	Upon request by hard copy if available	10p per A4 sheet

11. Contact details:

Website address: <https://aynho-pc.gov.uk/>

Request for hard copies:

Parish Clerk
Aynho Parish Council
c/o Aynho Village Hall
Croughton Road
Aynho
OX17 3BD

Email: clerk@aynho-pc.gov.uk

Telephone: 01869 810209

12. Schedule Of Charges

This describes how the charges have been arrived at and should be published as part of the guide.

Type of Charge	Description	Basis of Charge
----------------	-------------	-----------------

Disbursement Cost	Photocopying @ 10p per sheet (black & white)	Actual cost
	Photocopying @ 20p per sheet (colour)	Actual cost
	Postage	Actual cost of Royal Mail standard 2nd class
Statutory Fee		In accordance with the relevant legislation (quote the actual statute)
Other		

Version number	Purpose/change	Author	Date
0.1	Initial draft	AY	23/07/24
0.2	Adopted – 24/435	AY	05/08/24

25/201 Data Protection & GDPR Policy

Clerk's Report

Agenda Item: 25/201 – Data Protection & GDPR Policy

Members are asked to consider the adoption of a formal Data Protection & GDPR Policy.

As a public authority, the Parish Council is required to comply with the UK General Data Protection Regulation and the Data Protection Act 2018. The Council acts as a Data Controller and must be able to demonstrate accountability in how it processes personal data.

The Council processes personal data in a number of routine areas, including but not limited to:

- Employee and payroll administration
- Councillor contact information
- Pavilion and facility hirer details
- Supplier and contractor records
- Planning representations and resident correspondence
- Email communications

Whilst the Council already applies appropriate practical measures, adoption of a formal policy:

- Clarifies roles and responsibilities
- Establishes a documented breach reporting procedure
- Confirms lawful bases for processing
- Supports transparency and audit requirements
- Demonstrates compliance in the event of ICO enquiry

The draft policy circulated is proportionate to the size and activities of the Council and reflects standard sector guidance.

Subject to Members' approval, the policy will be:

- Adopted with immediate effect
- Published on the Council's website (where appropriate)
- Reviewed annually

Recommendation:

That the Council resolves to adopt the Data Protection & GDPR Policy as circulated.

AYNHO PARISH COUNCIL

Data Protection & GDPR Policy

1. Policy Statement

Aynho Parish Council is committed to protecting personal data and complying with the UK General Data Protection Regulation and the Data Protection Act 2018.

The Council recognises its responsibilities as a **Data Controller** and will ensure that personal data is processed lawfully, fairly, and transparently.

The Council is registered with the Information Commissioner's Office (ICO) as required.

2. Scope

This policy applies to:

- 1** All councillors
 - 2** The Clerk and any employees
 - 3** Contractors acting on behalf of the Council
 - 4** All personal data held in electronic or paper format
-

3. Data Protection Principles

The Council will comply with the GDPR principles by ensuring that personal data is:

- a** Processed lawfully, fairly and transparently
- b** Collected for specified, explicit and legitimate purposes
- c** Adequate, relevant and limited to what is necessary
- d** Accurate and kept up to date
- e** Kept no longer than necessary
- f** Processed securely
- g** Managed in a way that demonstrates accountability

4. Lawful Basis for Processing

The Council processes personal data under the following lawful bases:

- a **Public Task** – exercising official authority and statutory functions
- b **Legal Obligation** – compliance with audit, finance and employment law
- c **Contract** – hall/pavilion hire agreements, employment contracts
- d **Consent** – where required (e.g. optional communications)

Special category data will only be processed where a lawful condition applies.

5. Categories of Personal Data Processed

The Council may process:

- a Employee and payroll information
- b Councillor contact details
- c Supplier and contractor details
- d Pavilion and facility hirer information
- e Planning representations and correspondence
- f Residents' enquiries and complaints
- g Email and written communications

The Council will not collect more information than is necessary.

6. Data Security

The Council will implement proportionate security measures including:

- a Use of official council email accounts
- b Password protection and multi-factor authentication where available
- c Restricted access to sensitive data
- d Secure storage of paper records
- e Locked filing cabinets
- f Secure shredding of confidential waste
- g Regular review of access permissions

Councillors must not use personal devices or email accounts for Council business without appropriate safeguards.

7. Data Retention

The Council will maintain a **Retention Schedule** based on sector guidance (e.g. from the National Association of Local Councils).

Personal data will not be kept longer than necessary and will be securely destroyed when no longer required.

8. Data Breaches

A personal data breach is any loss, unauthorised access, disclosure, or destruction of personal data.

If a breach occurs:

- a It must be reported immediately to the Clerk.
- b The Clerk will assess the risk.
- c If required, the ICO will be notified within 72 hours.
- d Affected individuals will be informed where there is a high risk to their rights and freedoms.

All breaches will be documented.

9. Individual Rights

Individuals have the following rights:

- a Right of access (Subject Access Request)
- b Right to rectification
- c Right to erasure (where applicable)
- d Right to restrict processing
- e Right to object
- f Right to data portability (limited circumstances)

Subject Access Requests must be responded to within one calendar month.

Requests should be made in writing to the Clerk.

10. Responsibilities

The Parish Council has overall responsibility for compliance.

The Clerk is responsible for:

- i. Day-to-day data protection management
- ii. Maintaining records of processing
- iii. Handling data breaches
- iv. Managing Subject Access Requests
- v. Ensuring policies are reviewed annually

Councillors must:

- a Follow this policy
 - b Protect confidential information
 - c Use Council systems appropriately
-

11. Review

This policy will be reviewed annually or sooner if legislation changes.

Adopted by Aynho Parish Council on: _____

Review date: _____

Governance Note

This policy formalises the Council's existing data handling arrangements and confirms its compliance with the UK General Data Protection Regulation and the Data Protection Act 2018.

It sets out clear responsibilities for councillors and the Clerk, establishes a documented data breach procedure, confirms lawful bases for processing, and references the Council's retention and security arrangements.

Adoption of this policy strengthens the Council's governance framework and ensures it can demonstrate accountability to the Information Commissioner's Office and through audit.

25/202 Data Protection and Privacy Policy

Clerk's Report

Agenda Item: 25/202 – Data Protection & Privacy Policy

Revised Privacy Notice

Members are asked to consider adoption of a revised Privacy Notice.

Background

The Council's existing privacy policy was limited to website usage and cookies. It did not fully reflect the wider range of personal data processed by the Council in carrying out its statutory functions.

As a public authority and data controller under the UK General Data Protection Regulation and the Data Protection Act 2018, the Council is required to provide clear and transparent information about:

- What personal data it collects
- The lawful basis for processing

- How long data is retained
- Who data may be shared with
- Individuals' rights
- How complaints may be made to the Information Commissioner's Office

Reason for Revision

The revised Privacy Notice:

- Covers all Council activities (not just website use)
- Aligns with the Council's internal Data Protection & GDPR Policy
- Correctly reflects the Council's lawful basis of "public task" for statutory functions
- Removes unnecessary corporate boilerplate
- Strengthens transparency and governance compliance

Impact

There is no financial impact.

Adoption will:

- Improve governance compliance
- Reduce regulatory risk
- Ensure clearer communication with residents and hirers
- Align documentation for audit purposes

Recommendation

Members are recommended to adopt the revised Privacy Notice and authorise its publication on the Council website.

AYNHO PARISH COUNCIL

Privacy Notice

Aynho Parish Council is committed to protecting your personal data and respecting your privacy.

This Privacy Notice explains how we collect, use and protect personal information when you interact with the Council, whether through our website, by email, telephone, in writing, or in person.

1. Who We Are

Aynho Parish Council is a public authority and acts as a **Data Controller** under the UK General Data Protection Regulation and the Data Protection Act 2018.

We are registered with the Information Commissioner's Office (ICO).

Contact details:

Clerk to Aynho Parish Council

Email: clerk@aynho-pc.gov.uk

Website: <https://aynho-pc.gov.uk>

2. What Personal Data We Collect

We may collect and process:

a) Identity & Contact Information

- Name
- Address
- Email address
- Telephone number

b) Correspondence

- Emails, letters and other communications sent to the Council

c) Pavilion / Facility Hire Information

- Booking details
- Contact information
- Payment information

d) Planning & Representation Data

- Representations submitted to the Council
- Supporting documents

e) Employment & Councillor Data

- Payroll information
- Emergency contact details
- Contract information

f) Supplier & Contractor Information

- Contact details
- Banking details for payment

g) Website Usage Data

- IP address
- Browser type

- Device information
- Cookies and analytics data

We only collect information that is necessary and relevant to our functions.

3. How We Use Your Information

We process personal data to:

- Carry out our statutory functions
 - Respond to enquiries and correspondence
 - Administer facility hire bookings
 - Manage contracts and payments
 - Maintain financial records
 - Comply with legal and audit requirements
 - Improve our website
-

4. Lawful Basis for Processing

We process personal data under the following lawful bases:

- **Public Task** – exercising official authority and statutory functions
- **Legal Obligation** – compliance with audit, employment, and financial regulations
- **Contract** – where processing is necessary for a hire agreement or employment contract
- **Consent** – where required (e.g. optional communications or cookies)

We do not rely on “legitimate interests” for core public functions.

5. Who We Share Your Data With

We may share personal data where necessary with:

- Professional advisers (e.g. accountants, auditors)
- IT and website providers
- Contractors providing services to the Council
- Principal authorities or regulators where required by law

We will only share the minimum necessary information.

We do not sell personal data.

6. Data Retention

We retain personal data only for as long as necessary and in accordance with our Retention Schedule.

Retention periods vary depending on the type of information, for example:

- Financial records – typically 6 years
- Contracts – typically 6 years after expiry
- Planning representations – in line with statutory requirements
- Employment records – in accordance with employment law

Data is securely destroyed when no longer required.

7. Data Security

We implement appropriate technical and organisational measures including:

- Secure email systems
 - Password protection and multi-factor authentication where available
 - Secure storage of paper records
 - Restricted access to sensitive data
 - Secure disposal of confidential waste
-

8. Your Rights

Under data protection law, you have the right to:

- Request access to your personal data
- Request correction of inaccurate data
- Request erasure (where applicable)
- Restrict processing
- Object to processing
- Request data portability (where applicable)

Requests should be made in writing to the Clerk.

We will respond within one calendar month.

If you are dissatisfied with how we handle your data, you may complain to the Information Commissioner's Office via <https://ico.org.uk>.

9. Cookies & Website Analytics

Our website uses cookies to:

- Enable essential functionality
- Monitor website usage
- Improve user experience

You can control cookie settings through your browser.
A separate Cookie Schedule is available on the website.

10. Links to Other Websites

Our website may contain links to third-party websites.
We are not responsible for the privacy practices of those sites.

11. Changes to This Privacy Notice

We may update this Privacy Notice from time to time.
The latest version will always be available on our website.

Adopted by Aynho Parish Council on: _____
Review date: _____

Governance Note

This version:

- ✓ Covers all council processing (not just website use)
 - ✓ Aligns with your internal GDPR Policy
 - ✓ Uses correct lawful bases for a public authority
 - ✓ Removes inappropriate corporate boilerplate
 - ✓ Is proportionate for a small parish council
-

Aynho Parish Council
Fixed Assets and Long Term Investments

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
2 - Village Facilities & Maint							
Bus Shelter	pre 1999	7,263.62	7,263.62	Croughton Rd			
Defibrillator		2,020.00	2,020.00	Village Hall			
Dog Bins x 4	03/02/2025	644.73	644.73	Various			
Elephant Ride	06/09/2009	509.25	509.25	Playground			
Grit Bin	25/07/2024	158.39	158.39	Portway			
New Fence Playground	06/03/2023	6,712.00	6,712.00	Boundary of Playground			
Nursery Rhyme Multi Play	22/01/2002	7,170.94	7,170.94	Playground			
Parking Signs x 10	15/06/2022	418.05	418.05	Container - Sports Field			
Picnic Bench	15/10/2025	290.00	290.00	Sports Field - Pavilion			
Play Ground - New Eqpt	07/08/2014	6,489.70	6,489.70	Playground			
Road Sign - for Speed Sign	08/05/2017	416.03	416.03	Charlton Rd			
Road Signs	17/05/2022	286.44	286.44	Container			
Seat	pre 1999	477.03	477.03				
Seats - Two Commemorative	pre 1999	1,358.32	1,358.32				
Streelight - New & Moved Blacksmith Hill	05/09/2016	1,100.00	1,100.00	9 Blacksmith Hill			
Streelight - New	06/07/2020	2,777.33	2,777.33	College Fields			
Streelight - New Skittie Alley	29/04/2019	1,721.40	1,721.40	Skittie Alley			
Streelights - Replacement LED Lights	2020	38,064.80	38,064.80	34 Lights across Village			
Traffic Speed Sign (Portable)	07/12/2015	2,854.33	2,854.33				
Two Wooden Benches (King Charles III (Villag	25/04/2024	506.66	506.66	King Charles III (Village C			
Wooden Picnic Table Sandpit	07/10/2025	95.82	95.82	Playground			
		81,334.84	81,334.84				
3 - Sports Field							
Starlink Pavilion Wi-Fi	04/02/2026	207.50	207.50	Sports Field - Pavilion			
		207.50	207.50				

Aynho Parish Council
Fixed Assets and Long Term Investments

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
3 - Sports Field - Aynho Active							
20 Foot Container	Aug 2021	300.00	300.00	Sports Field - Behind Pav			
Bench	13/06/2002	145.88	145.88	Sports Field			
Disc Golf Set	01/11/2021	345.00	345.00	Sports Field			
Exoercise Work Stations	01/04/2020	6,363.00	6,363.00				
Five Benches	22/11/2011	840.00	840.00	Sports Field			
Sports Field - about 5 acres	Early 1990's	10,500.00	10,500.00	Sports Field			
Sports Pavillion	28/02/2001	41,793.15	41,793.15	Sports Field			
Suffolk Punch 175K Lawn Mower	01/08/2022	250.00	250.00	Sports Field			
Various Workout Stations	08/06/2019	4,500.00	4,500.00	Sports Field Perimeter			
WI Bench	25/04/2002	489.17	489.17	Sports Field			
		65,526.20	65,526.20				
8 - General Administration							
Fire-Proof Storage Box	08/05/2006	126.16	126.16	Village Hall			
Laptop	05/11/2018	601.84	601.84	Clerk			
SumUp Air Bundle	15/10/2025	20.82	20.82	Cllr Stephenson			
		748.82	748.82				
Grand Total:		147,817.36	147,817.36				

25/204 Pavilion Wi-Fi and CCTV

Update on the installation of Wi-Fi at the Pavilion and the feasibility of CCTV, further to recent damage, including costs, data protection implications, management arrangements, and funding options.

Background / discussion points:

- Broken window at Pavilion.
- Whether Wi-Fi would improve use of the Pavilion for hirers, community groups, and council meetings
- Recent incidents of damage and whether CCTV would act as a deterrent
- Initial installation and ongoing maintenance costs for both Wi-Fi and CCTV
- Data protection, signage, and policy requirements associated with CCTV
- Responsibility for monitoring, access to footage, and ongoing management
- Potential funding sources (budget provision, grants, insurance contribution)

25/205 Update on Cricket Club Licence Agreement

To receive and consider update on draft Cricket Club Licence Agreement.

25/206 Playpark – Update

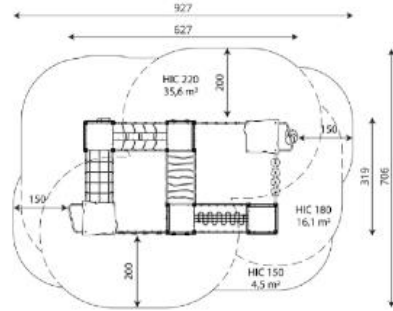
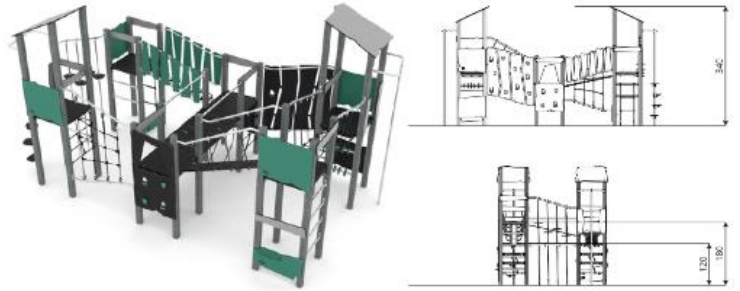
To receive an update on progress to date, including outcomes of recent meetings with stakeholders, suppliers, or contractors.

To consider options presented for the playpark going forward, including potential improvements, maintenance, or investment decisions.

Aynho Parish council



RECYCLED RC1413



www.elevateplay.co.uk

Telephone: 01283 902902



24 Hollow Lane
 Draycott in the Clay
 Ashbourne
 Derbyshire
 DE6 5HQ

Quote Ref:	EP01160
Date	11.02.26

QUOTE	
Customer Contact: Dawn Willis Address: Aynho Parish council Email: dawn.willis@aynho-pc.gov.uk Telephone No: 07929322949	Site Address:

Item	Description	Sales Price
PRELIMS	Preliminaries site set up	£1,750.00
RC1413	Junior multi play unit (recycled)	£12,287.00
INSTAL	Installation - Junior unit	£2,600.00
RC1425	Seesaw Recycled	£978.00
INSTAL	Installation of seesaw	£240.00
RB1319	Robinia Clamber unit	£10,415.00
INSTAL	Installation of Robinia unit	£2,295.00
CLIMBOO1716	Steel Monkey bar trail	£3,720.00
CLIMBOOST1426	Steel Stilts	£889.00
CLIMBOO1750	Horizontal bars and ladder	£690.00
INSTAL	Installation of trail items	£2,025.00
GRASSMAT	Grass matting surfacing 130m2	£3,050.00
DEL	Delivery	£950.00
	Sub Total	£41,889.00
	VAT	£8,377.80
	Total	£50,266.80

50% Deposit required on order balance paid on completion of works.

Director: Michael Barber

Contact number: 07721426872

Email: mike@elevateplay.co.uk

Company Registration: 13872837 VAT No. 418394184

For example, if you had a £20k ex VAT budget, I could price up something like the following:

1x Jungle Climber Midi - <https://creativeplayuk.com/playground-equipment/climbing-activity/jungle-climber-midi/> - £7,985.00 ex VAT

1x Double Flat Swing - <https://creativeplayuk.com/playground-equipment/swings-springs-spinners/double-swing-flat-seat/> - £1,890.00 ex VAT

1x See Saw - <https://creativeplayuk.com/playground-equipment/swings-springs-spinners/seesaw/> - £2,100.00 ex VAT

1x Adventure Trail 6 - <https://creativeplayuk.com/playground-equipment/trim-trails/adventure-trails/adventure-trail-6/> - £4,148.00 ex VAT

If I was to add metal post shoes for the timbers, grass mats where required, site security, welfare, independent post installation inspection and a poor access charge I think we will be around the £20k mark. Do you like the equipment above which I have proposed?

Alternatively, please could you have a look at our range here for inspiration and let me know what you'd like:

Play Towers - <https://creativeplayuk.com/playground-equipment/play-towers/>

Climbing & Activity Centres - <https://creativeplayuk.com/playground-equipment/climbing-activity/>

Swings - <https://creativeplayuk.com/playground-equipment/swings-springs-spinners/swings/>

Adventure Trails - <https://creativeplayuk.com/playground-equipment/trim-trails/adventure-trails/>

Aerial Runways - <https://creativeplayuk.com/playground-equipment/swings-springs-spinners/aerial-runways/>

Thanks and please let me know your thoughts.

25/207 Village Survey

To receive an update on the Village Survey.

25/208 Community Matters

a) **Liaison with RH**
To receive update.

b) **Health & Safety:**
To receive an update regarding the request from Little Lane residents for a new grit bin, following the declined request to WNC. To consider feedback on canvassing of local residents on a suitable location and the outcome of enquiries regarding landowner permission from WNC.

c) **Grounds Maintenance**
No updates.

d) **Consultations**

a. **West Northamptonshire Local Plan**

To consider a response to the consultation on the fresh draft of the West Northamptonshire Local Plan, a key opportunity for Parish Councils to review and comment on proposals guiding future development.

b. **Northants CALC Strategic Plan 2026–2029**

Northants CALC is developing its next Strategic Plan. Clerks and councillors are invited to engagement sessions on Monday **23 March 2026**:

- Morning: 10:00–11:30
- Evening: 19:00–20:30

Members are encouraged to book by **17:00 on 16 March 2026** and contribute their views to shape the future of Northants CALC and the parish and town council sector.

c. **Northants CALC HR Support**

NCALC are currently exploring options for providing HR support to councils and would really value your input. To help understand what support would be most useful, they request please take a few minutes to complete our **HR Support in Parish & Town Councils Survey**. The survey is short and should take **no more than 3–4 minutes** to complete. Please submit your response by **5pm on Tuesday 10th March 2026**.

25/209 Newsletter

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

25/210 Next Meeting

7th April 2026 – Full Council Meeting (*note: Tuesday due to BH, at Pavilion*)