

Aynho Parish Council

Tel.: 01869 810209

Email: clerk@aynho-pc.gov.uk

Web: www.aynho-pc.gov.uk

Twitter: @aynho

Postal Address: c/o Aynho Village Hall, Croughton Road, Aynho OX17 3BD



PARISH COUNCIL GENERAL MEETING

Venue: Aynho Village Hall

6th July, 7:00PM

MINUTES

Present:

Cllr Dawn Willis (Chair)

Cllr Jerry Stephenson

Cllr Les Horley

1 member of public

Meeting commenced: 19:10

26/66 Apologies for absence

Apologies received: Cllr David Leigh, Cllr Ray Willis, Cllr Helen Mackenzie & Cllr Poppy Hoole.

On the proposition of Cllr Horley, it was **RESOLVED**: to approve apologies from Cllrs Leigh, R Willis, Mackenzie & Hoole.

Absent without apologies: Cllr Richard Lawton.

26/67 Members' declaration of interest in items on the agenda

None.

26/68 Public Participation

- A resident raised concerns regarding The Glebe, including parking, the condition of the hedge between No. 4 and Nos. 1–3, and the general appearance of the area. It was noted that the hedge, which forms part of the Conservation Area, had not been cut and had previously been reported to West Northamptonshire Council (WNC). The Chairman advised that the matter could be reported again, highlighting that the overgrown hedge was making the footway difficult to use, particularly for wheelchair users and those with pushchairs.

The resident also expressed concerns about parking, stating that vehicles are often forced to park on the grass verge. It was reported that the new owners of a property were considering creating a dropped kerb to access across the grass verge, which could have implications for the Conservation Area. Further concerns were raised regarding the untidy appearance of The Glebe; the installation of additional posts and parking lines was suggested. The previous presence of vehicles left without valid tax or MOT was noted.

26/69 Minutes of Previous Meetings

On the proposition of the Chair, it was **RESOLVED**: to approve minutes of the General Meeting of the Parish Council 1st June 2026.

26/70 Reports from Ward Councillors

The Clerk reported that Cllr R. Willis had written to the Ward Councillors requesting updates on outstanding matters. The Clerk had subsequently expanded upon this request and invited the Ward Councillors to attend the meeting to provide an update.

No responses or apologies were received, and no Ward Councillors attended the meeting. Consequently, no updates were available on the outstanding matters.

26/71 Planning

To discuss and approve a response as a consultee on:

[2026/2214/LDP](#) - Copper Beech 16 The Butts Aynho OX17 3AN- Certificate of Lawfulness for proposed development comprising of single storey rear extension, storm porch. – *No comments.*

[2026/2250/LBC](#) - 21 Blacksmiths Hill Aynho OX17 3AH- Listed building consent for the demolition of an outbuilding within the curtilage of a listed building. – *No comments.*

[2026/2350/TPO](#) - 7 Cartwright Gardens Aynho OX17 3BB- Lime (T1) - Crown reduction of the eastern of the lime trees at the south end of the garden by approximately 4 metres in height, reducing the side to suit and removal of all deadwood 25mm or greater at the point of attachment. Lime (T2) - Crown reduction of the western of the lime trees at the south end of the garden by approximately 4 metres in height, reducing the side to suit and removal of all deadwood 25mm or greater at the point of attachment. – *No comments.*

26/72 Authorisation of Payments

Cllrs Horley and Stephenson inspected and confirmed bank reconciliations and invoices against the payments schedule.

On the proposition of Cllr Horley, seconded by Cllr Stephenson, it was **RESOLVED**: To approve the payments schedule for June to July 2026.

Voucher	Code	Description	Supplier	Net	VAT	Total
34	Pavilion - Utilities	Pavilion Wi-Fi	Starlink	29.17	5.83	35.00
32	IT (Equip & Software)	Sage Payroll	Sage	11.00	2.20	13.20
38	Admin (Inc Tel, Stationary & Printing)	Virtual Line for Clerk	Virtual Landline	5.42	1.08	6.50
35	Pavilion - Utilities	Water Bill	Wave (Anglian Water)	44.68	0.00	44.68
39	Hall Hire	Post Office – PC Share	Aynho Village Hall	96.25	0.00	96.25
40	Hall Hire	VH Hire for PC Meetings	Aynho Village Hall	50.00	0.00	50.00
44	IT (Equip & Software)	Sage Payroll	Sage	14.00	2.80	16.80
45	Pavilion - Utilities	Pavilion Wi-Fi	Starlink	33.33	6.67	40.00
43	Grass Cutting & Hedges	Village Grass Cut	RJ Groundcare Ltd	1,040.00	208.00	1,248.00
33	Playground	Maintenance	Huck Nets (UK) Ltd (p/b J Stephenson)	69.99	14.00	83.99
36	Pavilion - Gen Exp	Pavilion Cleaning	K Angell	30.00	0.00	30.00
37	Pavilion - Gen Exp	Pavilion	Amazon (p/b R Willis)	23.83	4.77	28.60
42	Insurance	Annual Village Insurance	Zurich	1265.73	0.00	1265.73
43	Sports Field - Grass Cutting	Village Grass Cut	RJ Groundcare Ltd	330.00	66.00	396.00
41	Clerk & RFO Salary	Clerk Salary - Jul	A Youel	707.76	0.00	707.76
			Total	3,751.16	311.35	4,062.51

On the proposition of Cllr Horley, seconded by Cllr Stephenson, it was **RESOLVED**: To receive and note the schedule of receipts totalling £631.50.

Please note, this is a public meeting. Copies of all council papers are available to download at www.aynho-pc.gov.uk

26/73 Bank Reconciliation

On the proposition of Cllr Horley, seconded by Cllr Stephenson, it was **RESOLVED**: To receive and note bank reconciliation to 17th June 2026.

26/74 Co-operative Bank

The Clerk reported that correspondence had been received from the Co-operative Bank requesting personal information relating to a number of councillors who had not been appointed by the Council as authorised bank signatories. As the request appeared unusual, the Clerk had initially reported it to the Bank's fraud team. The Bank subsequently confirmed that the correspondence was genuine; however, the Clerk remained concerned about the basis for the request and had written to the Bank seeking clarification. No response had yet been received. **Resolved**: No further action to be taken until the Bank's response has been received and considered.

26/75 Financial Review Q1

On the proposition of the Chair, seconded by Cllr Stephenson, it was **RESOLVED**: To receive and note financial statements & expenditure against budget to 30th June 2026.

26/76 Governance

On the proposition of the Chair, it was **RESOLVED**: to approve a [Quarterly Internal Control Checklist](#)

On the proposition of the Chair, it was **RESOLVED**: re-adopt:

- [Disciplinary Procedure](#)
- [Health & Safety Policy](#)
- [Records Retention Policy](#)

26/77 Village Survey

Members considered the email update from Cllr Leigh, including the proposal that the Council:

1. appoint a small working group to assist with preparation for presenting the survey results to residents; and
2. approve a budget to facilitate two public meetings in the Village Hall (one on a Saturday afternoon and one on a weekday evening).

Cllr Horley also circulated a survey summary document for members' consideration, highlighting the issues raised by respondents, the Council's current position, and proposed actions.

On the proposition of the Chair, it was **RESOLVED**: to appoint Cllrs D Wills and Mackenzie to support the analysis of the survey results as required. Final report to be presented for discussion at the next Annual Parish Meeting.

26/78 Community Matters

a) Health & Safety

a. Inconsiderate Driving

Members noted reports of vehicles speeding along Charlton Road. The concerns were acknowledged.

b. Parish Walkabout

Councillors reported on a recent walkabout of the village with representatives from Kier to identify and discuss highways and maintenance issues. Members noted that the general response from Kier was that many of the matters raised were not currently considered a priority and that West Northamptonshire Council had insufficient funding to address them at present.

c. **Parking at The Glebe**

Members noted that concerns regarding parking at The Glebe had been raised during Public Participation (Minute 26/68) and required no further discussion under this item.

b) **Grounds Maintenance**

a. **Maintenance Update:** *None*

b. **Play Park Update:**

Cllr Stephenson reported that the Lottery Grant application had been submitted in early June and that a further application had been made to the Viridor Grant Scheme for up to £5,000. Members thanked Cllr Stephenson for the considerable work undertaken in preparing the grant applications.

Councillors had met with Sovereign Play earlier that day to discuss the project and had requested a quotation, which was expected within the next ten days. The Council had already received a quotation from Creative Play and a recent quotation from Wicksteed Leisure Ltd.

Resolved: To consider all quotations and determine the preferred supplier once the outstanding quotation had been received and, if available, an update on the grant applications had been obtained.

The Chair reported that the Rotaweb had been repaired. Members expressed thanks to Cllr Stephenson for arranging the repair.

The Chair confirmed that the annual RoSPA play area inspections would be undertaken during July.

c) **Events**

The Chair and Cllr Stephenson provided an update on preparations for the Car Show. Members were advised that promotional leaflets were currently being distributed and that additional volunteers were required to assist with marshalling on the day of the event.

d) **Consultations**

The Chair reported that she would be attending the Little Brook Ward Meeting in September. Following that meeting, Aynho Parish Council would arrange a subsequent meeting.

26/79 Newsletter

Items for next newsletter edition – Cllr Mackenzie to edit on behalf of council.

- Speedwatch
- Car Show
- Village Survey
- Kier walkabout
- Playground

26/80 Next Meeting

7th September 2026 – Parish Council Meeting

Meeting closed: 20:40

Signed:

Please note, this is a public meeting. Copies of all council papers are available to download at www.aynho-pc.gov.uk