Aynho Parish Council

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PARISH COUNCIL GENERAL MEETING
Venue: Aynho Village Hall
7th September, 7:00PM
MINUTES

Present:

Cllr Dawn Willis (Chair)	**Cllr Jerry Stephenson**
Cllr Ray Willis	**Cllr Helen Mackenzie**
Cllr Les Horley	**Cllr Poppy Hoole**
Cllr Richard Lawton	

2 members of public
Meeting commenced: 19:01

26/81 Apologies for absence
None.

26/82 Members' declaration of interest in items on the agenda
None.

26/83 Public Participation
None.

26/84 Minutes of Previous Meetings

On the proposition of Cllr Stephenson, it was **RESOLVED** to approve minutes of the General Meeting of the Parish Council 6th July 2026.

26/85 Co-option to the Parish Council
The Clerk reported that confirmation had been received from WNC that the statutory period for requesting an election in respect of the latest casual vacancy had expired without a request being received. The Council was therefore able to proceed with co-option to the two vacant positions.

Four eligible applications had been received. The Clerk presented the proposed procedure for co-option where there were two vacancies and four candidates. All four candidates were duly nominated and seconded and the Council proceeded with the co-option process.

DECISION: **RESOLVED** to co-opt **James Pheby as Parish Councillor**.

DECISION: **RESOLVED** to co-opt **Lewis Sumner as Parish Councillor**.

On the proposition of the Chair, it was **RESOLVED** that the successful candidates be permitted to sign their Declarations of Acceptance of Office at or before the next meeting of the Council.

26/86 Reports from Ward Councillors

Cllr R. Willis reported that he had again contacted the Ward Councillors requesting updates on outstanding matters but had not received a response. No Ward Councillors attended the meeting, and no apologies had been received, and consequently no updates were available.

Following the meeting, an apology and update was received from Cllr Rosie Herring. She advised that there was little to report from a WNC perspective following the summer recess, but that Members would receive a briefing the following week regarding WNC's financial position and projected £13 million deficit.

Cllr Herring also advised that a petition was being launched in response to Buckinghamshire Council's proposals for approximately 3,000 homes on the border of Brackley. She noted potential implications for infrastructure, highways and transport, although these were not expected to have a significant impact on Aynho.

Cllr Herring invited the Parish Council to contact her if there were any matters on which she could assist.

26/87 Planning

To discuss and approve a response as a consultee on:

2026/3259/LBC - Aynho Weir Bridge and Lock 33 Aynho Road Kings Sutton- Listed building consent to replace top and bottom weir lock gates and to reinstate stop plank groove recessed in wet abutment of Aynho Weir Bridge - *No comments*

2026/3081/HH - 2 The Square Aynho OX17 3BL- Installation of Heat Pump to rear - *No comments*

2026/2955/LBC - 2 The Square Aynho OX17 3BL- Installation of Heat Pump to rear - *No comments*

2026/2888/TCA - 7 The Glebe Aynho OX17 3AZ- T1 and T2 - conifer trees fell to ground level - *No comments*

2026/2742/COND - College Farm Charlton Road Aynho OX17 3AW- Discharge of Conditions 13 (Biodiversity Method Statement) and 14 (Landscaping and Trees) of planning permission 2024/0027/FULL (Part demolition and conversion of agricultural buildings to commercial use with associated landscaping and access improvements). - *No comments*

26/88 Authorisation of Payments

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

On the proposition of the Chair, it was **RESOLVED** to **approve the payments schedule for August to September 2026, subject to amendment of voucher 57 which should read £16.74.**

Voucher	Code	Description	Supplier	Net	VAT	Total
46	Street Lights (Elec & Maint)	Streetlight Electricity	N Power	181.98	9.10	191.08
48	Admin (Inc Tel, Stationary & Printing)	Virtual Line for Clerk	Virtual Landline	5.42	1.08	6.50
47	Defibrillator	Defib - Annual Support	Community Heartbeat Trust	162.00		162.00
50	IT (Eqpt & Software)	Sage Payroll	Sage	14.00	2.80	16.80
51	Grass Cutting & Hedges	Village Grass Cut - July	RJ Groundcare Ltd	1,040.00	208.00	1,248.00
49	Playground	Playground Annual Inspection	RoSPA Play Safety	234.00	46.80	280.80
54	Pavilion - Gen Exp	Pavilion Cleaning	K Angell	30.00		30.00
53	Pavilion - Utilities	Pavilion Wi-Fi	Starlink Internet Services Ltd	33.33	6.67	40.00
51	Sports Field - Grass Cutting	Village Grass Cut - July	RJ Groundcare Ltd	330.00	66.00	396.00
58	IT (Eqpt & Software)	Virtual Line for Clerk	Virtual Landline	5.42	1.08	6.50
59	Pavilion - Utilities	Pavillion Electricity	EON Next Energy	113.50	5.68	119.18
60	Audit	External Audit	PKF Littlejohn LLP	210.00	42.00	252.00
52	Clerk & RFO Salary	Clerk Salary - Aug	A Youel	707.76		707.76
64	Admin (Inc Tel, Stationary & Printing)	Sage Payroll	Sage	14.00	2.80	16.80
65	Pavilion - Gen Exp	Pavilion Wi-Fi	Starlink Internet Services Ltd	33.33	6.67	40.00
57	Playground	Play Sand	Home Bargains (p/b R Willis)	13.94	2.80	16.74
56	Sports Field - Gen Exp	Sports Field Facilities	Amazon (p/b R Willis)	19.12	3.82	22.94
55	Tennis Court Expenditure	Tennis Court	Net World Sports (p/b R Willis)	140.94		140.94
66	Grass Cutting & Hedges	Village Grass Cut	RJ Groundcare Ltd	685.00	137.00	822.00
63	Playground	Playpark Repairs	Premier (p/b R Willis)	14.97	2.99	17.96
62	Pavilion - Gen Exp	Pavilion Cleaning	K Angell	30.00		30.00
61	Clerk & RFO Salary	Clerk Salary - Sep	A Youel	707.76		707.76
				4,726.47	**545.29**	**5,271.76**

On the proposition of Cllr Horley, seconded by Cllr Stephenson, it was **RESOLVED** to **receive and note the schedule of receipts totalling £755.34.**

26/89 Bank Reconciliation

On the proposition of the Chair, it was **RESOLVED** to receive and note bank reconciliations to 17th July 2026 & 17th August.

26/90 Annual Governance and Accountability Return (AGAR), Section 3 2025/26

To receive and note External Auditor's Report for the 2025/26 Annual Governance and Accountability Return. No exceptions or other matters. https://aynho-pc.gov.uk/wp-content/uploads/2026/08/NH0013-S3.pdf

On the proposition of the Chair, it was **RESOLVED** to approve AGAR 2025-26, section 3 External Auditor report.

26/91 Co-operative Bank

The Clerk provided an update on correspondence 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. The Clerk had responded to the request, but no confirmation had yet been received from the Co-operative Bank that the information provided was satisfactory or that the proposed suspension of the account would no longer be pursued.

The Clerk recommended that the Council consider Unity Trust Bank as an alternative banking provider.

On the proposition of the Chair, it was **RESOLVED** that the Clerk commence the process of transferring the Council's banking provision to Unity Trust Bank. Appointed signatories to be Cllr Stephenson, Cllr D Willis and Cllr Les Horley.

26/92 Donation – St Michael's Church
The Chair updated the Council on a request from St Michael's Church for a donation towards the upkeep of the church, church car park and parish newsletter. The Clerk provided further information regarding the Church's expenditure.

The Council considered the request, including the limitations on the use of public money for donations and the need for any expenditure to be supported by the Council's statutory powers, budget provision and benefit to the local community.

On the proposition of Cllr Lawton, it was **RESOLVED** that the Clerk seek further specific details of expenditure during the current financial year, including relevant quotes or invoices, to inform consideration of a potential donation.

26/93 Brackley Town Football Field Hire Rate
Members discussed the football hire rate for the next season, currently £1,650 per annum.

On the proposition of Cllr Lawton, it was **RESOLVED** to increase the annual hire rate to **£1,695**.

26/94 Memorial Bench/Plaque
The Chair updated Members on the memorial bench/plaque request. The family has now indicated that they wish to purchase a picnic bench with a memorial plaque.

26/95 Replacement Benches – Sports Field
The Chair updated Members on the condition of the existing picnic benches at the Sports Field, which are in a poor and potentially unsafe condition.

Nine benches are ideally required, at an approximate cost of £220 each. Council considered the purchase of four or five benches initially, at an estimated cost of £880–£1,100.

On the proposition of the Chair, it was **RESOLVED** to purchase four replacement benches at an approximate total cost of **£1,000**.

26/96 Governance

Data Protection Training
The Clerk asked Members to consider completing the NCALC *Data Protection for Councillors* online training course by 31 March 2027. Completion of the training will support the Council's compliance with AGAR Assertion 10 and its arrangements for effective risk management and data protection.

On the proposition of the Chair, it was **RESOLVED** that Councillors wishing to complete the NCALC *Data Protection for Councillors* course should contact the Clerk to book.

Home Working Policy
On the proposition of the Chair, it was **RESOLVED** to adopt the Home Working Policy

Flexible Working Policy
On the proposition of the Chair, it was **RESOLVED** to adopt the Flexible Working Policy

26/97 Village Survey

The Chair updated Members that ex Cllr David Leigh was leading on the village survey and would complete it in readiness for publication at the Annual Parish Meeting.

A total of 67 responses had been received from 330 residences. The Chair noted the positive comments regarding the work of the Parish Council and congratulated Members on the feedback received.

26/98 Community Matters

a) **Health & Safety:**

a. **People's Emergency Briefing**

The Clerk updated on a resident request for Parish Council to host a screening of the People's Emergency Briefing.

On the proposition of the Chair, it was **RESOLVED** that the Clerk advise the resident that, having considered the proposal, the Council had decided that it would not be appropriate for the Parish Council to host the showing.

The Clerk will also advise that this does not prevent the resident from arranging a showing independently, should they wish to do so, and that they may make the necessary arrangements directly with the Village Hall.

b. **Donated Play Equipment**

The Clerk updated Members on a resident complaint regarding potentially dangerous equipment at the play park. Cllr R Willis attended and removed and disposed of the equipment.

The equipment had not been purchased or owned by the Parish Council and had been left at the play park by other residents.

b) **Grounds Maintenance**

a. **Maintenance Update**

Cllr R Willis updated Members that grass cutting had been postponed this month, with the contractor undertaking path clearance instead. The cutting schedule will shortly be reviewed and updated for the coming year. Members noted the positive working relationship with the contractor.

Cllr Willis will raise the issue of strimmer damage to wooden posts with the contractor to see whether this can be reduced.

b. **Play Park Update**

Cllr R Willis updated Members on maintenance undertaken following the RoSPA inspection of the Play Park and Sports Field. Wobble boards have been removed, some timber components were found to have shrunk, and new bolts have been purchased and fitted.

Cllr Stephenson updated Members on progress with grant applications.

c) **Events**

The Chair thanked all Councillors who contributed to the successful Car Show event. Members noted that the event raised **£1,393.56**.

Cllrs Stephenson and R Willis, who purchased supplies for the event, kindly declined reimbursement and donated the costs to the event.

d) **Consultations**
The Chair confirmed that she would attend the Little Brook Ward Meeting on 16 September 2026 at Evenley. Aynho Parish Council will facilitate the next meeting.

26/99 Newsletter
Members discussed items for inclusion in the next newsletter, with Cllr Mackenzie to edit on behalf of the Council:

- Thanks to residents for supporting the Car Show.
- Thanks to Cllrs Stephenson and R Willis for their donation.
- Event winners.
- A reminder not to leave unbagged nappies in the Play Park and Sports Field bins.
- A request that old toys are not left at the Play Park or Sports Field.
- Introduction of the new Councillors.

On the proposition of the Chair, it was **RESOLVED** to suspend Standing Order 3.x to allow the meeting to continue beyond the prescribed time.

26/100 Exclusion of press and public
On the proposition of the Chair, it was **RESOLVED** that Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and having regard to the confidential nature of the business to be transacted, that the Press and Public be excluded from the meeting for agenda item 26/101

26/101 NJC Negotiated Award
The Clerk updated Members that the 2026–27 NJC pay negotiations had concluded with a **3.3% increase**.

On the proposition of the Chair, it was **RESOLVED** to confirm the appropriate increase to the Clerk's salary point.

26/102 Next Meeting
5th October 2026 – Parish Council Meeting

Meeting closed: 21:10



Signed: 05/10/2026