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
5th October, 7:00PM
MINUTES

Present:

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

3 members of public
Meeting commenced: 19:00

26/103 Apologies for absence
Apologies received: **Cllr Richard Lawton & Cllr James Pheby.**

On the proposition of the Chair, it was **RESOLVED** to approve apologies from Cllrs Lawton & Pheby.

26/104 Declaration of Acceptance of Office
The Declaration of Acceptance of Office was received from Cllr James Pheby & Cllr Lewis Sumner.

26/105 Members' Declaration of Interest in Items on the Agenda
Cllr Stephenson declared a pecuniary interest in agenda item 26/109, planning application 2026/3838/PND, as the landowner.

26/106 Public Participation
A resident noted that the lorry situation at Aynho Park had improved and asked whether the Parish Council had put any pressure on the relevant parties regarding the tidying of the Cartwright site, which was described as an eyesore. It was also noted that access at the rear of the site was now enclosed.

The resident then spoke in relation to agenda item 26/118 and referred to circumstances arising from a recent function held at the Sports Field/Pavilion. The resident enquired about the normal procedure for concluding events at the Pavilion and referred to the Booking Secretary's initial approach to the disagreement over the event finishing arrangements. The resident questioned whether the same approach and arrangements would apply to a wedding or similar event and expressed concern about the possibility of the Council deciding not to permit similar events in future.

The Chair confirmed that the organisers had been advised in advance of the legal requirement for music to cease at 11.00pm. It had been discussed and agreed that the event would begin winding down from 10.30pm to enable the 11.00pm finish. The Booking

Secretary had subsequently remained at the Pavilion until after midnight assisting with clearing up, ahead of another booking the following morning.

The Chair reported that two complaints had been received the following day, with two further complaints subsequently received from residents of Portway and The Glebe.

The Chair stated that, while the Council appreciated the sensitivity surrounding the event, the Sports Field and Pavilion are community facilities and abusive behaviour towards those carrying out their duties was not acceptable. It was also suggested that the type of event may not have been suited to the facilities.

The resident expressed concern about the Booking Secretary's handling of the event and the arrangements for music to cease at 11.00pm. The resident also said that it would be regrettable if the Parish Council decided not to permit similar events on the community field and suggested that greater priority should be given to events organised by village residents rather than ventures from outside the village. The resident asked the Council to consider whether priority could be given to village residents when considering future bookings.

26/107 Minutes of Previous Meetings

On the proposition of the Chair, it was **RESOLVED** to approve minutes of the General Meeting of the Parish Council 7th September 2026.

26/108 Reports from Ward Councillors

The Clerk shared a message received from Cllr Rosie Herring, who, together with Cllr Rebecca Breese, had sent their apologies for the meeting.

Cllr Herring reported that the proposed cancellation of the Local Plan had been overruled and that formal consultation would proceed. She noted that this was welcome news, particularly for rural villages which could otherwise be more exposed to development in the absence of an adopted Local Plan.

Cllr Herring also reported a delay in resolving the issue concerning the public footpath around the RH deer park. She had submitted a Member Enquiry requesting an update on progress towards resolving the matter.

The Ward Councillors invited the Parish Council to raise any matters requiring their attention.

26/109 Planning

To discuss and approve a response as a consultee on:

2026/3477/HH - Copper Beech 16 The Butts Aynho OX17 3AN- Single storey rear extension and new open front porch. - *No comments*

2026/3599/TCA - Aynhoe Park House Aynho Park Aynho OX17 3BQ- To fell 1x Beech and works to 1x Silver Birch within a conservation area - *No comments*

2026/3838/PND - Land East of Upper Aynho Grounds Aynho- Determination as to whether prior approval is required (under Schedule 2, Part 6, Class A of the above Order) for the erection of fertiliser storage tank. - *No comments*

26/110 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 October 2026.**

Voucher	Code	Description	Supplier	Net	VAT	Total
71	IT (Equip & Software)	Virtual Line for Clerk	Virtual Landline	5.42	1.08	6.50
67	Pavilion - Utilities	Water Bill	Wave (Anglian Water)	62.65		62.65
74	Admin (Inc Tel, Stationary & Printing)	Sage Payroll	Sage	14.00	2.80	16.80
75	Pavilion - Gen Exp	Pavilion Wi-Fi	Starlink Internet Services Ltd	33.33	6.67	40.00
68	Defibrillator	Defib – Annual Support	Community Heartbeat Trust	196.00	39.20	235.20
72	Pavilion - Gen Exp	Pavilion Cleaning	K Angell	30.00		30.00
69	Hall Hire	VH Hire for PC Meetings	Aynho Village Hall	30.00		30.00
70	Hall Hire	Post Office – PC Share	Aynho Village Hall	105.00		105.00
73	Clerk & RFO Salary	Clerk Salary - Oct	A Youel	970.56		970.56
				1,446.96	**49.75**	**1,496.71**

On the proposition of Cllr Horley, seconded by Cllr Stephenson, it was **RESOLVED** to **receive and note the schedule of receipts totalling £18,914.56.**

26/111 Bank Reconciliation
On the proposition of the Chair, it was **RESOLVED** to receive and note bank reconciliations to 17th September.

26/112 Banking Arrangements
The RFO provided an update on the Council's banking arrangements. The application to Unity Trust Bank is progressing.

The appointed signatories are required to complete the necessary signature verification with Unity Trust Bank. Once this has been completed and the new account is operational, the RFO will commence the transition from the existing banking arrangements.

26/113 Budget Setting 2027-28
The RFO presented the end of Quarter 2 expenditure against budget report, setting out the latest position on expenditure at the half-year point.

On the proposition of the Chair, it was **RESOLVED** to receive and note the Quarter 2 Financial Review.

The RFO then presented a first draft budget for 2027-28, including actual expenditure to the end of Quarter 2 and a forecast of expenditure to the end of the financial year. The draft also included the RFO's suggested 5% increase in the precept. The RFO explained the budget-setting process and asked Members to consider the initial draft budget and proposed precept demand.

On the proposition of the Chair, it was **RESOLVED** that Members consider the first draft budget, with detailed discussion and further consideration to take place at the next meeting.

26/114 Pavilion Electricity Supply
The RFO provided an update on the Pavilion electricity supply arrangements, advising that the current contract with E.ON Next is due to end in November. E.ON Next had offered a number of renewal options.

The RFO had also engaged with Utility Aid, which had provided alternative tariff options from other suppliers for comparison.

On the proposition of the Chair, it was **RESOLVED** that the RFO re-engage with E.ON Next to secure the best available two-year contract arrangement.

26/115 Donation – St Michael's Church

The Chair provided an update following receipt of additional information from St Michael's Church in support of its request and outlined the historical context of previous contributions.

The RFO explained that the Council's budget included a £700 provision under *Aynho Publications* for newsletter printing. The RFO also outlined the considerations applicable to the lawful use of public funds and the importance of identifying an appropriate statutory power for expenditure.

Following discussion, and on the proposition of the Chair, it was **RESOLVED** to contribute £675 towards the cost of printing the village newsletter, which provides community information and includes updates relating to the functions and activities of Aynho Parish Council, subject to receipt of an invoice from St Michael's Church.

26/116 Little Brook Ward Meeting

The Chair provided an update following the Little Brook Ward Meeting, which she attended with Cllr R. Willis. Cllr Rosie Herring also attended, together with representatives from other parish councils within the Ward.

The meeting discussed a proposed housing development at Turweston, close to Brackley and the Buckinghamshire border. The proposal includes approximately 3,000 new homes and a travellers' site. Concerns were raised regarding the scale and potential impact of the development on Brackley and surrounding villages, and parish councils were asked to support an objection. It was noted that, as the development is within Buckinghamshire, the majority of Community Infrastructure Levy (CIL) receipts would benefit Buckinghamshire rather than the neighbouring communities affected by the development.

The meeting also discussed the financial position of West Northamptonshire Council, including a reported £13 million deficit. Potential cost-saving measures included reducing some waste collection services to a three-weekly cycle.

The Chair reported that the meeting had encouraged parish councils to focus on raising objections to the proposed major development close to the Buckinghamshire border where there may be significant impacts on neighbouring communities.

It was agreed that Aynho Parish Council would host the next Little Brook Ward Meeting.

An initiative involving the switching off of street lighting during certain hours at night was also discussed. It was reported that this had resulted in significant savings where implemented.

26/117 Sports Field Booking Policy

Cllr Hoole expressed concern that a review of the Sports Field Booking Policy, discussed in September of the previous year, had not taken place. Cllr Hoole considered that non-standard or ad hoc bookings should require prior Parish Council approval where appropriate, including agreement on applicable charges, and that the policy should clearly distinguish between matters delegated to the Booking Secretary and those requiring Council approval.

Cllr Hoole referred to the use of the Sports Field for car parking in July as an example, expressing concern that the Council may have missed an opportunity to generate additional income.

26/118 Pavilion Booking Policy

The Council then considered the Sports Field and Pavilion booking policies together.

Cllr Hoole reiterated the need for the policies to be reviewed and for the respective responsibilities of the Parish Council and Booking Secretary to be clarified. Cllr Hoole considered that the facilities should remain available for a range of community activities and raised the question of whether the Booking Secretary needed to remain on site to oversee clearing up where the hirer was responsible under the booking agreement.

Cllr Horley agreed that the policies required review and simplification but expressed the view that the facilities were primarily a sports field with a changing-room building, rather than a general-purpose events venue. Cllr Horley suggested that the Council should consider which types of events were appropriate, including supervised children's parties and activities organised by clubs and societies, while recognising that events involving alcohol, noise and larger gatherings could create difficulties and complaints. Concern was also expressed about the Council's capacity to manage such events and the behaviour reportedly directed towards councillors and those carrying out Council duties.

The importance of retaining an effective Booking Secretary was recognised. It was noted that the role required sufficient autonomy to manage routine bookings without unnecessary delay, while ensuring that decisions remained within the authority delegated by the Council. Cllr Horley suggested that the Council consider restrictions on alcohol after 8.00pm and expressed reservations about permitting events similar to the recent function.

During the discussion, the Chair explained that the organisers of the recent event had been advised in advance of the arrangements for music to cease at 11.00pm in accordance with the applicable legal requirements, with a wind-down from 10.30pm having been discussed to facilitate this. The Chair stated that they had politely asked the band not to play further music after 11.00pm and disputed the suggestion that their approach had been inappropriate.

The Chair explained that they had remained on site after the event to clear up and secure the building, stating that the hirer had not completed the clearing up. The Chair also explained that keys and the lockbox code were not provided to hirers. The discussion included whether the booking agreement required clearing up to be completed that evening or whether this could take place the following morning. The Chair suggested that an earlier cut-off time of 8.00pm for music or alcohol should be considered as part of the policy review.

The Chair clarified that the July car parking arrangement referred to by Cllr Hoole was a separate booking and was unrelated to the recent event. The Chair explained that the hirer had booked one section of the Pavilion with parking facilities and had been charged in accordance with the published policy. The Chair stated that the booking fee had been agreed at a previous meeting and considered that charging more than the advertised rate would have been inappropriate. The Chair also explained that they had liaised with the hirer in advance to help mitigate potential issues and prevent parking disruption in the village. An additional contribution towards picnic benches had also been discussed.

A question was raised as to whether a Temporary Event Notice (TEN) had been obtained for Bee Fest, as evidence had not been provided to the Council.

Following discussion, and on the proposition of the Chair, it was **RESOLVED** that the Sports Field and Pavilion hire, lettings and booking policies be reviewed at the next meeting.

26/119 Community Matters

a) **Health & Safety:** *None*

b) **Grounds Maintenance**

a. **Maintenance Update**

It was agreed that the October litter pick and village clean-up would take place on 24 October, from 2.00pm to 4.00pm, starting from the Pavilion. The Chair would contact RH to seek support.

b. **Play Park Update**

Cllr Stephenson provided an update on funding applications for the Play Park, reporting successful awards of £2,000 from Viridor and £20,000 from the National Lottery. In addition, approximately £4,000 was available from the Village Lottery and approximately £2,100 within the existing playground budget.

It was noted that the total funding available, the equipment to be purchased and the supplier options required further clarification. Members agreed that the views of the Mothers' Group or similar, and other playground users should be sought. A quotation of approximately £32,000 had been received from Wicksteed for the proposed project.

Cllr Horley led the Council in thanking Cllr Stephenson for the successful grant funding applications.

On the proposition of the Chair, it was **RESOLVED** that Members consider the available options for further discussion at the next meeting.

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.

c) **Events**

a. **Christmas**

Cllr Hoole would contact the usual supplier to arrange delivery of the Christmas tree for the end of November. Cllr R. Willis would coordinate its erection.

b. **Halloween**

Cllr Hoole provided an update, advising that feedback suggested there may be insufficient time to organise a Halloween event at the Pavilion this year.

d) **Consultations**

There were no consultations to report.

26/120 Newsletter

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

- Litter Pick
- Fund raising for playpark

Councillors to forward any other items directly to Cllr Mackenzie.

26/121 Next Meeting

2nd November 2026 – Parish Council Meeting

Meeting closed: 21:16

Signed: