

HOLTON PARISH COUNCIL

The September meeting of Holton Parish Council was held in Holton Village Hall on Monday 12th September 2016 starting at 7.30 pm.

Present:

Chairman Anthony Yeates
Vice-Chairman Robert Barter
Councillor Allan East
Councillor Roger Farrow
Parish Clerk Sonja Barter

Also present: John Walsh (District Councillor), Anne Purse (County Councillor)

1. Apologies:

2. To confirm the Minutes of the Meeting of the Council held on **Monday 11th July 2016.**

Proposed by Anthony Yeates
Seconded by Robert Barter

All agreed

OPEN FORUM

John Walsh (District Councillor) reported on the progress of the Local Plan and the Brookes site and the greenbelt issues relating to the site.

Anne Purse (County Councillor) reported on the Childrens' Centres and the need for Trustees to serve on the committees. The road surface on the recently re-surfaced Menmarsh Road has broken down and is being repaired at the expense of the Contractor.

3. Matters Arising from the Minutes: none

4. Traffic Road and Highway Matters

Verge protection – bollards – Quote received from Richard Taylor to place 5 posts on the verge near the playing fields entrance, similar posts to the ones placed in the village hall car park. The total cost of the work £200 excl. of VAT. This quote was accepted and Richard Taylor to be instructed to carry out the work as soon as possible.

All Agreed

Verge cutting – the first and only cut so far this year was carried out by Ben Gristwood of BGG Garden and Tree Care on 5th August 2016 as instructed by Holton Parish Council. The cost of the urban village cut was invoiced to Holton Parish Council at the quoted price of £300 + VAT.

The Section 101 Legal Agreement dated 7th September 2016 has been completed and signed by Oxfordshire County Council and Holton Parish Council. This is in respect of the delegation by the County Council to the Parish Council of certain grass cutting functions under the Oxfordshire Together framework.

Funding offered:

Part 1 – Grass Cutting (Urban) – 6,338 metres square of grass @ 10.25 pence per square metre calculated at two cuts per annum - £649.65

Part 2 – Grass Cutting (Rural) – 4000 Linear metres @ 1.25 pence per linear metre calculated at two cuts per annum - £100.00.

Potholes – The village roads were patch repaired in areas throughout the village in August. Latterly BT have put in fibre optic cables and repaired the road surface yet again where their trenches had been dug.

5. Financial Matters

a.

Clerk's Salary – August	346.33
Clerk's Salary – September	346.33
Clive Laman Village Maintenance July	120.00
Clive Laman Village Maintenance August	165.00
BDO Review of Annual Return/Audit	120.00
Loan Payment due 22 September 2016	1177.63
Councillors' Allowances 5 @ £80.00:	
Anthony Yeates	80.00
Robert Barter	80.00
Dave Cummings	80.00
Roger Farrow	80.00
Allan East	80.00
BCG Holton Urban Cut 5/8/16	360.00
Oxford Gardening Orchard	275.00
Oxford Gardening Churchyard	360.00

2nd Half Precept 2016/17 Received 7/9/16 - £6760.00

b. Bank Balances

Deposit	9424.67
Current	953.50

Includes two payments from HMRC of £363.97 and £355.75 which are being queried.

c. Annual Return/Audit

BDO LLP have completed the External Audit and in their opinion the information in the annual return is in accordance with proper practices and no matters have come to their attention which gave cause for concern and that the relevant legislation and regulatory requirements have been met.

The Notice of Completion of Audit and the Annual Return and Accounts for y/e 31 March 2016 have been posted on the website and Village Hall Notice Board.

The Annual Return including the Certificate was approved and accepted by Holton Parish Council

It was proposed by Anthony Yeates and seconded by Robert Barter that the Clerk's Report be accepted and the Accounts paid. All Agreed

6. District/County Councillors

Reported in Open Forum at the start of the meeting.

7. Neighbourhood Plan

Roger Farrow and Anthony Yeates reported on progress and the meeting with SODC Planners. A Neighbourhood Plan consultation questionnaire was delivered to everyone in Holton and Wheatley during August.

A report from the Chairman of the Neighbourhood Plan Steering Group will be published in the October HWW News.

8. South Oxfordshire Local Plan response

Holton Parish Council responded in detail to the Draft Local Plan. Opposition to any development on the Brookes site outside the built area and moves to remove the whole Brookes site from the Green Belt are to be resisted.

9. Planning Applications

P16/S2345/FUL. Old Park Farm, Holton, Oxford. OX33 1PX
Erection of a farm dwelling.

No strong views.

P16/S2286/HH. Trindles, Holton, OX33 1PZ

Demolition of existing conservatory, erection of full width single storey rear extension and two storey front extension and conversion of garage.

No strong views.

10. Planning Decisions (South Oxfordshire District Council)

P16/S1463/FUL. Langdale House, Land adjacent to Holton Cottage. OX33 1PS.
Variation of condition 2 of planning permission P14/S0338/FUL. Amendments to pool building B only including reduction in length and the creation of a basement. As amended by drawing 1/6 and 4/6 dated 26 June 2016. **Granted**

P16/S0635/FUL. The Paddock Bungalow, Holton. OX33 1QF.
Erection of new 3 bedroom dwelling with additional garage structure comprising three bays and garden store consequent provision of 3 no. off-street parking spaces. Provision of enclosed bin store. (As amplified by Belos Ecology Great Crested Newt Assessment dated 5 July 2016). **Granted**

P16/S2286/HH. Trindles, Holton. OX33 1PZ
Demolition of existing conservatory, erection of full width single storey rear extension and two storey front extension and conversion of garage. **Granted**

11. Reports

Holton Village Hall Management Meeting September report.
Replacement windows and outside painting organised. Autumn Trivia Quiz Friday 11th November, Film Night Friday 2nd December and New Years Eve Party on 31/12/16.

Road safety meeting – SID speed indicator device is undergoing repairs and will not be available for September. As soon as it is repaired we will be notified and be able to carry out road safety/speed checks. The next meeting of the group has been arranged for Wednesday 2nd November 2016

13. Publications and Forthcoming Events.

Meeting with Oxford Brookes representatives – Jen Hoddinott (Project Manager Estate Communications), Paul Large (Director of Infrastructure Investments) and Sue Holmes (Director of Estates) has been organised for Wednesday 28th September 12 noon – 2.00 pm at Brookes Wheatley Campus. Wheatley Parish Council and Neighbourhood Plan group will also be represented.

NAG Meeting Wednesday 21st September 2016 at Chalgrove

SODC Autumn Town and Parish Forum 2016 on Wednesday 2 November 6-9.00 pm at Didcot.

Oxford Green Belt Network AGM 15th September 2016 at Sandford-on-Thames.

Orchard Meeting on Friday 30th September

14. Items for discussion and/or referral to a future meeting:

The Notice Board on the Bus Shelter is in need of some repairs. The Clerk to look into the costs and availability of replacements and report back to the Parish Council. Funding available for Parish Council website costs.

15. Date of next meeting. The next Parish Council Meeting will be held on Monday 10th October 2016 starting at 7.30 pm in Holton Village Hall Committee Room.

There being no further business the meeting closed at 9.30 pm.