

HOLTON PARISH COUNCIL

The Holton Parish Council meeting was held in Holton Village Hall on Monday 12th June 2017 starting at 7.30 pm.

Present:

Chairman Robert Barter
Vice-Chairman Allan East
Councillor Anthony Yeates
Councillor Brian Pridmore
Parish Clerk Sonja Barter

Also present: John Walsh (District Councillor)
Kirsten Johnson (County Councillor)

1. **Apologies:** none
2. **Declarations of interest:** none

OPEN FORUM

John Walsh (District Councillor) reported on District Council matters – Bin Collections, Unitary Status, Brookes developments.

Kirsten Johnson (County Councillor) reported on County Council matters – Highways re-surfacing of A40 and potholes.

3. **To confirm the Minutes of the Meetings** of the Council held on **Monday 8th May 2017** which had been circulated to all councillors before the meeting

Proposed by Robert Barter
Seconded by Anthony Yeates

All agreed

4. **Matters Arising from the Minutes:**

Notice Board – Allan East has replaced the notice board painted and repaired. He was thanked for his time and trouble – a brilliant effort.

Draft Policy on awarding Section 137 grant aid – This was approved by the Parish Council and Roger Farrow will prepare a final draft for adoption at the next meeting.

Website – Anthony Yeates is making contact with two website designers: Jo Cox of Bicester and Wingnut of Banbury.

5. Traffic Road and Highway Matters

Fix my street website – continue to report road defects. White paint markings on potholes and broken edges throughout the village. These will be repaired prior to the road surfacing.

Village through road to be re-surfaced between 29 June and 3 July 2017.

County Council Highways and District Council Planning Enforcement are investigating the entrances at Holton Cottage.

Road Safety Survey – The Survey report was presented at the Annual Parish Council Meeting. The report will be published in the July Holton News and is on the PC website.

The main outcome was support for a 20 mph limit throughout the village, some means of identifying the start of the village with small gates, the need to identify and maintain areas of refuge on the verges. Generally physical measures of slowing the traffic were not supported. To look at signage and road markings.

The Parish Council agreed to look into the supported measures and to discuss with the relevant authorities and obtain costings and assess the feasibility of the various schemes.

6. Financial Matters

a. Accounts submitted for Payment

Clerk's Salary –June	361.25
Clive Laman Village Maintenance May	217.50
Holton Village Hall hire 8 th May 2017	13.00
Holton Village Hall hire Road Safety meeting 15 May 2017	6.50
Holton Village Main Hall hire - Annual Parish Meeting	22.00
R. Taylor Orchard May	144.00
R. Taylor Churchyard May	171.43
Annual Parish Meeting	26.61
20's Plenty Posters/Stickers	13.50

It was agreed to award a Grant of £50 towards prizes at the Wheatley Park School Prize Giving to be held in October 2017.

The Maple Tree Children's Centre has sent an update of their progress so far. In April they were incorporated as a sub-committee of the St Mary's Wheatley Parochial Church Council which has allowed them to open a bank account and cover them for public liability insurance for the drop in sessions. Their application for charity status is nearing completion. Drop in sessions have been arranged.

However, the lease with Oxfordshire County Council is still being negotiated.

Holton Parish Council have promised £750 for the year 2017/18 towards the costs of the Maple Tree Children's Centre.

This amount to be paid when we receive confirmation that the lease has been agreed with OCC. Also to request that we be advised of how many residents of Holton use the Centre during the year – this would be useful information for any audit of the Parish Council spending.

b. Bank balances after paying above:

Deposit	£8423.70
Current	£1366.85

c. HMRC Payments of £363.97 and £355 .75

No response since acknowledgement received 20 March 2917

d. Report of Internal Audit carried out on 1st June 2017

The Internal Audit has been completed and the report forwarded to all Parish Councillors.

The Council has sound arrangements in place to satisfy itself that its systems of Internal financial control are both adequate and effective.

e. External Audit starts 26 June 2017.

f. Period for the exercise of public rights accounts for the y/e 31 March 2017 commence 20 June 2017 and end on 31 July 2017

**g. Bank signatories to be updated and councillors added.
Online payment system to be investigated.**

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

7. District/County Councillors

Dealt with under Open Forum

8. Neighbourhood Plan.

The Statutory Public Consultation of the Emerging Wheatley Neighbourhood Plan runs from 8 May until Friday 30 June.

Public Consultation Day Saturday 17th June at The Merry Bells 10.00 am – 4.00 pm.

A meeting has been arranged with Wheatley Parish Council, Wheatley Neighbourhood Plan and Holton Parish Council on Tuesday 20th June 7.30 pm in Wheatley in the United Reform Church. Holton Parish Councillors to attend.

Parish Councillors to respond to the Neighbourhood Plan as individuals if they wish and the response from the Parish Council will contain the following references:

Clarify the 'built site' area of approximately 6 hectares and the Neighbourhood Plan area of approximately 12 hectares which is not the 'built site' in planning terms.

Delete the word 'currently' in Holton with reference to the Brookes site. Ref: Para. 9.8

Integration of any proposed development on the Brookes site with Holton village via a new footpath/cycle path along the boundary of the field adjacent to St Bartholomews Church and access to the village road near the Village Hall.

9. South Oxfordshire Local Plan

The Local Plan Second Preferred Options Consultation ran from 29 March to **17 May 2017**. A response has been sent as agreed.

10. Oxford Brookes

Residents' Meeting 6 June attended by Anthony Yeates.

Wheatley Campus Re-development - Public Consultation 20 June. Parish Council invited to preview 1.00 – 2.30 pm and open to public from 3.00 – 8.00 pm

Parish Councillors to attend.

11. Planning Applications

P17/S1900/HH. Church Farm House, Holton. OX33 1PR

Proposed extension and roof conversion to existing flat.

No strong views.

P17/S1473/HH. Ashfield House, Holton. OX33 1PS.

Proposed two storey rear extension to provide additional bedrooms and new living room. Internal alterations to create new kitchen area and new cloakroom. Existing house externally rendered on ground floor with larch horizontal boarding above. Windows replaced with new casement windows.

No strong views.

P17/S2042/HH. The Reading Room, Holton.

Second storey side and rear extension over existing plus single storey rear extension.

No strong views.

12. Planning Decisions (South Oxfordshire District Council

P17/S1125/HH. Victoria Cottage, Holton. OX33 1PS.

Replacement of existing garden room to rear elevation with the erection of an oak framed garden room. **Granted**

13. Reports

Holton Village Hall Management Meeting June report:

Successful Gardens Open 4 June. Replacement seating delivered. Orchard Summer Party July 15.

Annual Parish Meeting – 35 Attendees, productive meeting with representatives of the Neighbourhood Plan and the Road Safety Survey (Discussed actions in item 4 of these minutes).

Social Media workshop – Robert Barter. Problems with the misuse of Facebook on Village/PC sites – needs to be monitored regularly.

NAG Meeting – Liz and Fred Dike attended a useful meeting and they would be willing to attend the next one.

OALC Courses – New Councillors Course in September Brian Pridmore would be willing to attend.

Wheatley Playing Fields Trust Steering Group meeting on 30th May attended by Brian Pridmore the Holton Parish Council representative on the Playing Fields Committee.

14. Publications/Letters and forthcoming events

SODC Town and Parish Forum 5th July 6-9 at Thame.

Registration of an existing business address – David Einig, Spitfire Field Farm.

AGM OALC 3 July at Didcot.

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

Re-arrange November PC meeting – committee room unavailable on 13th November or other dates that week.

16. Date of next meeting. The next Parish Council Meeting will be held on Monday 10th July 2017 starting at 7.30 pm in Holton Village Hall Committee Room. There being no further business the meeting closed at 10.00 pm.