

HOLTON PARISH COUNCIL

The Holton Parish Council meeting was held in Holton Village Hall on Monday 16th October 2017 starting at 7.30 pm.

Present:

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

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

1. Apologies: none

1a. Declarations of interest: none

OPEN FORUM

Kirsten Johnson advised the Parish Council on the East/West Oxford to Cambridge route proposals and the group of Oxfordshire villages opposing the scheme. Communities Fund Grant Application has been successful and the Parish Council will receive a grant of £500 towards speed surveys throughout the village. Kirsten will check on the progress of highways issues (gravel spillage and dislodged granite setts on the village green) raised with Keith Stenning of OCC and arrange a site visit with the Parish Council representative.

2. To confirm the Minutes of the Meetings of the Council held on **Monday 11th September 2017 which had been circulated to all councillors before the meeting**

Proposed by Robert Barter
Seconded by Brian Pridmore

All agreed

3. Matters Arising from the Minutes:

Website – The website designer has built the website into a working site and taken the content from the old site. The website has been circulated and feedback required. The existing email sbarter@holtonparishcouncil.org.uk appear to be rejected as mailbox full. Steps to correct this will be taken.

Allan East circulated some points regarding the content of the website and layout.

Anthony Yeates to contact the designer Jo Cox and make arrangements to get the website live as soon as possible.

Official notification that the CIL Payment in respect of the development at Home Close will be paid to the Parish Council, the amount due is £1,642.50 for the period 1 April to 30 September 2017.

Communities Fund (County Council) Grant of £500 awarded towards the cost of the speed/traffic surveys. This has to be spent by the end of March 2018.

4. Traffic Road and Highway Matters

Village maintenance issues to report - Granite setts dislodged on the village green reported to Highways. The double yellow lines have been re-instated.

Rubbish bin removed by the bus stop at the Holton Turn – reported to SODC and to District Councillor.

Awaiting response from Highways regarding gravel spill from driveways and replacement granite setts.

Grass growing beside the kerbing along the Waterperry Road, look into getting this cleared. Check kerbing outside the school but the resurfacing might have covered the weeds along the kerbing.

Fix my street website – granite setts and missing bin reported.

Road Safety Group and the Road Safety Awareness Week – Hi-viz Scarecrows sprang up around the village and the verges and hedges cut back by the group of volunteers. The Parish Council to write to the Group praising their campaign to make the village roads safer for all.

Highways will be carrying out village speed surveys in the next few months.

Road Safety – It has been noted that many tractor drivers are using their mobile phones whilst travelling at speed through the village. The Clerk to contact the local PCSO and ask for advice on this issue. Also advise our NAG representatives to discuss this at the next NAG meeting.

5. Financial Matters

a. Accounts submitted for Payment

Clerk's Salary October	361.25
Clive Laman Village Maintenance September	105.00
Holton VH PC meeting 11 September	13.00
R. Taylor Orchard September	144.00
R. Taylor Churchyard September	171.43
BDO Audit Annual Return y/e 31 March 2017	120.00

Parish Councillor Annual Allowances 2017/18

R. Barter	80.00
A. Yeates	80.00
A. East	80.00
R. Farrow	80.00
B. Pridmore	80.00

b. Bank balances after paying above:

Deposit	£9,225.60
Current	£1,256.49

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

No response since acknowledgement received 20 March 2017

d. Bank signatories forms returned.**e. External Audit Report.**

BDO LLP have completed the annual audit and confirmed that the information in the annual return is in accordance with proper practices and no matters have come to their attention giving cause for concern and that relevant legislative and regulatory requirements have been met.

The Annual Return and Notice of Conclusion of Audit are displayed on the village notice boards and will be published on the new website. These must be made available for public access for a period of not less than five years.

The Annual Return and the Auditor's Certificate is approved and accepted by Holton Parish Council.

It was proposed by Robert Barter and seconded by Allan East that the Annual Return, Auditor's Certificate and Clerk's Report be accepted and the Accounts paid.

All Agreed

6. District/County Councillors

Kirsten Johnson (County Councillor) reported earlier in the meeting.

John Walsh (District Councillor) – The Local Plan and elements relating to the Oxford Brookes site were discussed.

Replacement headquarters for South Oxfordshire to be built at Crowmarsh.

7. Neighbourhood Plan.

Roger Farrow reported on the WNP now awaiting the final draft WNP for public consultation.

8. South Oxfordshire Local Plan

Allan East attended the Local Plan Briefing and copies of the presentation have been circulated.

Six week publicity period running from 11th October to 22 November.

Also a drop-in event in Wheatley on Thursday 9th November 2017 3-7.00 pm at The Merry Bells.

Parish Councillors to submit their comments to the Clerk by the beginning of November and these to be put together in the comments from the Parish Council. All councillors can also send in their comments as individuals if they wish.

9. Oxford Brookes

Brookes Residents' meeting to be held on 6 November – Anthony Yeates to attend.

10. Wheatley and Holton Emergency Plan

A copy of the Emergency Plan last updated 2015 has been circulated. The plan will be updated and Jan Marlowe is willing to continue as the Holton Community Emergency Coordinator.

11. Planning Applications

P17/S3461/HH. Appletree Barn, Waterperry Road, Holton. OX33 1PW.

Roof extension including provision of front and rear gables and front and rear dormers including the raising of the ridge.

The Parish Council had no strong views regarding the application and accepts that SODC will determine it as it feels appropriate.

12. Planning Decisions (South Oxfordshire District Council)

P17/S3105/LDE. Sheilings, Holton. Oxford. OX33 1PZ

Certificate of Lawful Development.

Approved

13. Reports

Holton Village Hall Management Meeting October report.

Film Night 27th October. Tenders out for hall internal decorations.

Brian Pridmore reported on his attendance at a useful new Councillors course.

NAG Meeting held on 13th September attended by Liz and Fred Dike. The next meeting will be held on Wednesday 17th January 2018.

Holton Park Archive report from Jan Marlowe – Lottery funding application to be submitted shortly. River Learning Trust only willing at this stage to offer a lease of 10-15 years.

Holton Orchard – The Orchard Committee met on 19th September. The Autumn Tidy and Pruning will be held on Saturday 18th November 2017 10.00-12.00 noon. To be advertised on the Notice Boards and in the November magazine.

Playing Fields Trust – Brian Pridmore reported on the meeting. A Planning Application for a replacement Sports/Club House will be submitted shortly.

14. Publications/Letters and forthcoming events

SODC Autumn Town and Parish Forum 1 November 6-9pm Wallingford.

Wheatley Park School Prize Giving – 19th October – Allan East to attend if possible.

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

Tractor drivers on mobile phones whilst driving through village (Noted in 4. Traffic and Highway Matters)

16. Date of next meeting. The next Parish Council Meeting will be held on Monday 20th November 2017 starting at 7.30 pm in Holton Village Hall Committee Room.

There being no further business the meeting closed at 10.00 pm.