

**HOLTON PARISH COUNCIL**

**The Holton Parish Council meeting was held in Holton Village Hall on Monday 20<sup>th</sup> November 2017 starting at 7.30 pm.**

**Present:**

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

**Also present:** John Walsh (District Councillor)  
Chris Roerig (Parishioner)

**1. Apologies:** Anthony Yeates (Parish Councillor) Kirsten Johnson (County Councillor)

**1a. Declarations of interest:** Robert Barter declared an interest in a planning application. As a neighbour who would be affected by the proposals in P17/S3951/HH Poplar Mead, Holton and he would not take part in the discussion relating to this Planning Application later in the agenda.

**OPEN FORUM**

Chris Roerig commented on planning application P17/S3715/FUL Terence House, Holton as a neighbour.

Robert Barter commented as a neighbour on the proposals in planning application P17/S3951/HH Poplar Mead and the issue of overlooking and loss of privacy for the occupants of Home Farm House

**2. To confirm the Minutes of the Meetings of the Council held on **Monday 16th October 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 – Some alterations have been made to the website and further updates and changes needed. Further sessions to be organised.

Oxford/Cambridge Expressway Group – Holton to ask for representation on the Group.

Transparency Fund Grant Application for PC laptop and training time - £350.

District Councillor Community Fund – Projector and stand - £700.

#### 4. Traffic Road and Highway Matters

Village maintenance issues to report - A meeting was arranged with representatives of the Parish Council, County Councillor Kirsten Johnson and OCC Officer Vanessa Buckley. OCC will be raising orders to replace the granite setts around the village green, improve access areas around Holton Cottage and remove vegetation along the kerbs on the Waterperry Road and bridge over the A40.

The rubbish bin has been replaced by the bus stop at the Holton Turn

Highways will be carrying out village speed surveys – the four sites in the village have been approved.

Road Safety – Brian Pridmore suggested that a letter be sent to all the farmers regarding phone use, inconsiderate driving and removal of mud left by tractors travelling on the village roads. He will be drafting a letter which could also be printed in the magazine and website. The Police have advised reports can be made to the Police if possible with evidence. The issue also to be raised at the next NAG meeting.

#### 5. Financial Matters

##### a. Accounts submitted for Payment

Clerk's Salary November	361.25
Clive Laman Village Maintenance October	210.00
Holton VH PC meeting 16 October	13.00
R. Taylor Churchyard October	171.43
R. Taylor Orchard October	144.00
Jo Cox Design website	300.00
Site Ground 3 year start up hosting	118.80
Holton PC office expenses April-October 2017	222.50

##### Received

Communities Fund Grant – Road Safety	500.00
Holton CIL share – Home Close	1642.50

##### b. Bank balances after paying above:

Deposit	£9,868.51
Current	£1,135.51

##### c. HMRC Payments of £363.97 and £355.75

No response since acknowledgement received 20 March 2017

**d. Actual expenditure v Precept 2017/18**

Details of actual expenditure compared with the Precept were circulated and discussed.

**e. Preliminary discussion on the Precept for 2018/19**

Final details to be agreed at the December meeting.

**f. Letter of Engagement for the Internal Audit**

Philip Hood of Arrow Accounting was re-appointed as Internal Auditor of Holton Parish Council for 2017/18.

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

**6. District/County Councillors**

**John Walsh (District Councillor)** – The Local Plan and elements relating to the Oxford Brookes site, deadline for comments 30 November 2017.

Replacement headquarters for South Oxfordshire to be built at Crowmarsh.

Oxford/Cambridge Expressway.

Additional information needed for the District Councillor Grant Fund.

**7. Neighbourhood Plan.**

Written report from John Fox Chairman WNP Committee - circulated

**8. South Oxfordshire Local Plan**

The Chairman to put together the response from Holton Parish Council and circulate for comments before submission.

**9. Oxford Brookes**

Brookes Residents' meeting held on 6 November – report from Anthony Yeates – Brookes intend to submit a planning application for development of the site.

**10. Planning Applications**

P17/S2962/FUL. Church Farm House, Holton. OX33 1PR

Sub-division of dwelling house into 7 single bedroom units. Alteration to access to second floor flat.

Amendment No 2 dated 17<sup>th</sup> October 2017. As amended by block and site plan providing tracking details and 3 additional parking spaces.

The applicant had increased the parking areas which was the original concern of the Parish Council.

**No strong views and accept that SODC will determine it as it considers appropriate**

P17/S3715/FUL. Terence House, Holton. OX33 1PS

Variation of Condition 2 of Planning Permission P14/S3212/FUL to move the building 1.8 m closer to NW boundary.

The applicant continues to submit applications for a building higher than that approved in P14/S3212/FUL. The conclusion of the delegated report attached to P17/S1524/FUL (which was refused) applies equally to this application and the conclusion will be set out in the submission to SODC.

**Objection**

P17/S3945/DIS. Terence House, Holton. OX33 1PS.

Discharge of condition 3 – samples on application ref. P14/S3212/FUL

Discharge of condition 7 – Tree protection on application ref. P14/S3212/FUL

P17/S3736/HH. 2 Holton Turn, Holton. OX33 1QL

Construction of a single storey rear extension.

**No strong views**

P17/S2830/LDP. Dutch Barn Farm, Waterperry Road, Holton.

Conversion of existing agricultural buildings to 3 no 2/3 bed houses.

Certificate of Lawful Development.

The applicant claims that the building has been used for farming/agricultural purposes and under the allowances of the Town and Country Planning (General Permitted Development) Order 1995 can proceed without the need for a planning application to be submitted.

We are concerned that this might not be correct as the photographic evidence suggests that the building is being used to store grounds maintenance machinery as opposed to agriculture.

P17/S3951/HH. Poplar Mead, Holton. OX33 1PZ

Construction of rear facing gable wall and dormer window to increase usable floor space in old roof void.

Robert Barter had declared an interest in this application and took no part in the discussion that followed.

The Parish Council have concerns that this latest application may result in an excess of the 40% cumulative increase in volume of the original building built in circa 1956.

**Reference – Saved Policy H13 of the Local Plan 2011.**

This latest application itself does not represent an increase of 40% of the volume. But taking into account the extensions permitted since 1996, which include the annexe, the extension into the roof void and the enlargement of the front entrance porch and with the addition of this latest application, the original one bedroom bungalow becomes a 4-bedroom dwelling plus a 1-bedroom annexe.

**Objection**

## **11. Planning Decisions (South Oxfordshire District Council**

none

**12. Reports**

Holton Village Hall Management Meeting November report.

Hall internal decorations to be carried out over the Christmas and New Year break.

Hall bookings steady and finances healthy.

Film Night on December 1<sup>st</sup>, Village Carols on 8 December and afterwards in the Village Hall and Church Carol Service 22 December and afterwards in the Village Hall.

The Orchard Autumn Tidy and Pruning was held on Saturday 18<sup>th</sup> November 2017.

The Dr Rogers Trust Minutes and Accounts have been received. Carol Johnson was re-elected for a further 4 year term as Clerk/Trustee.

Proposed by Robert Barter and seconded by Brian Pridmore.

**All agreed**

**14. Publications/Letters and forthcoming events**

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

Christmas lights on the village green to be erected by Parish Councillors by early December.

**16. Date of next meeting.** The next Parish Council Meeting will be held on Monday 11<sup>th</sup> December 2017 starting at 7.30 pm in Holton Village Hall Committee Room.

There being no further business the meeting closed at 10.20 pm.