

**HOLTON PARISH COUNCIL**

**The Holton Parish Council Annual Meeting was held in Holton Village Hall on Monday 11<sup>th</sup> June 2018 starting at 7.30 pm.**

**Present:**

Chairman Robert Barter  
Councillor Brian Pridmore  
Councillor Allan East  
Parish Clerk Sonja Barter

**Also present:** John Walsh (District Councillor)

1. **Apologies:** Anthony Yeates, Roger Farrow, Kirsten Johnson
- 1a. **Declarations of interest:** None

**ANNUAL MEETING**

**2. Election of Chairman**

It was proposed by Allan East and seconded by Brian Pridmore that Robert Barter be elected Chairman of Holton Parish Council. **Agreed**

**3. Election of Vice-Chairman**

It was proposed by Robert Barter and seconded by Brian Pridmore that Allan East be elected Vice-Chairman of Holton Parish Council. **Agreed**

**4. Declaration of Acceptance of Office of Chairman and Vice Chairman and completion of Register of Interests.**

Robert Barter and Allan East signed their Declarations of Acceptance of Office and all confirmed that their Registers of Interest were complete and up-to-date.

**5. Formal adoption of Standing Orders/Financial Regulations and model Code of Conduct.**

No changes have been made and it was proposed by Robert Barter and seconded by Allan East that the Standing Orders/Financial Regulations and model Code of Conduct be adopted. **Agreed**

**6. To appoint members to serve on the undermentioned committees:**

- **Holton Orchard** Brian Pridmore
- **Holton Village Hall Committee** Anthony Yeates
- **Oxford Brookes Residents'** Anthony Yeates

**7. To fix the dates of ordinary meetings of the Council for the ensuing year.**

Holton Parish Council monthly meetings are held on the second Monday of the month – there is no meeting in August.

## OPEN FORUM

### Parish Council meeting cont.....

2. **To confirm the Minutes of the Meeting** of the Council held on Monday 14<sup>th</sup> May 2018 which had been circulated to all councillors before the meeting

Proposed by Allan East

Seconded by Robert Barter

**All agreed**

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

None

4. **Traffic, Road and Highway Matters**

Village maintenance issues to report – Work completed on the verge improvement by Holton Cottage.

Removal of vegetation by kerbing on Waterperry Road – the Deep Clean Biffa team to complete by Friday 15<sup>th</sup> June 2018.

Super-Users – 2 village residents have been trained and issued with spray canisters and hi-viz jackets and awaiting further paperwork from OCC.

Loose granite setts on village green reported to Highways.

20 mph speed limit – Following on from endorsement from the village at the Annual Parish Meeting it was agreed to start the process with OCC Highways to set up a 20 mph scheme for the whole village from the Waterperry Road T-junction to the Holton sign by the Police Houses running past Wheatley Park School and Playing Fields including the village ‘no-through road’ down to Pond Farm and Old Park Farm. The 20 mph limit to be supported by repeater signs and the use of 6 carriageway roundels (20 mph marked on the road). Highways to be instructed to design the scheme and complete the necessary traffic orders and consultations.

The County Councillor Grant Form Application to be completed for funds to support this scheme.

5. **Financial Matters**

a. **Accounts submitted for payment**

|                     |        |
|---------------------|--------|
| Clerk’s Salary June | 373.00 |
|---------------------|--------|

|                                     |        |
|-------------------------------------|--------|
| Clive Laman Village Maintenance May | 171.00 |
|-------------------------------------|--------|

|                                      |        |        |
|--------------------------------------|--------|--------|
| Holton Village Hall – May PC meeting | £13.00 |        |
| Annual Parish Meeting                | £33.00 |        |
| Road Safety Meeting                  | £6.50  | 52.50  |
| Annual Parish Meeting refreshments   |        | 22.75  |
| Arrow Accounting Internal Audit      |        | 247.24 |

**CIL Payment received May 2018 - £1642.50**

**b. Bank balances after paying above**

|                |                   |
|----------------|-------------------|
| <b>Deposit</b> | <b>£11,844.00</b> |
| <b>Current</b> | <b>£1,069.74</b>  |

**c. CIL Funds**

|                            |   |          |
|----------------------------|---|----------|
| Received October 2017      | - | £1642.50 |
| Received May 2018          | - | £1642.50 |
| To receive at a later date | - | £3285.00 |

Suggestions have been made for uses of the CIL fund and at the Parish Meeting these were discussed and it was requested that the Parish Council look into the provision of Children's play equipment for the village orchard. Allan East to gather information of what is needed and what could be provided

**d. Internal Audit Report 2018**

The report has been circulated and the Auditor had no points to raise.

The report was approved and accepted by the Parish Council

**Effectiveness of the Internal Audit 2018**

The Effectiveness of the Internal Audit was approved by the Parish Council and signed by the Chairman and RFO.

Cash reconciliation statements prepared to date and copies to Parish Councillors

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 reported on District matters – Completion of The Local Plan could be delayed for a year whilst all housing site options are re-considered. Discussions are ongoing with Brookes and the District Planners and it is likely that a new amended plan will be submitted.

**7. Neighbourhood Plan** – Representatives of the WNP reported to the Annual Parish Meeting.

**8. South Oxfordshire Local Plan** - no report.

**9. Oxford Brookes** – Planning decision still awaited.

**10. Planning Applications**

P18/S1613/N4B. Dutch Farm Barn, Waterperry Road, Holton. OX33 1PW.

Conversion of existing agricultural buildings to three 2/3 bed houses with total floor area of 450sqm. New acoustic fencing to new garden areas.

Comments: As in previous application P17/S3830/LDP for Certificate of Lawful use or development which was refused by SODC in December 2017 the Parish Council's comments are that we do not consider this is an agricultural building as it is in use as a base for a Grounds Maintenance business trading as M.K Watts Grounds Maintenance.

P18/S1398/HH. Land to the rear Holton, OX33 1QF now named as Oakstone House. Erection of utility room to end elevation to northwest elevation, construction of chimney stack to south eastern elevation. **No Objections**

P18/S1549/N4B. Church Farm, Holton. OX33 1PR

Change of use of an agricultural building and the land within its curtilage into three dwelling houses.

Comments: As commented in previous application P18/S0085/PAR January 2018 – To our knowledge the buildings cannot be classed as agricultural buildings and have been and are used for non-agricultural purposes.

Further information received regarding P18/S1162/PAR – discussed but no further comment to the Planners. Oil Pipe Line – route and status information.

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

None

**12. Annual Parish Meeting Thursday 24<sup>th</sup> May 7.30 pm**

40 persons in attendance. Minutes circulated to Parish Councillors. 20 mph limit support and interest in children's play equipment in the Orchard. Displays from Neighbourhood Plan, Holton and Waterperry WI and Footpaths along with reports from Parish Council, Holton Village Hall, Dr Rogers Trust, Victoria Reading Room Trust, Neighbourhood Plan, Road Safety Group and John Walsh District Councillor.

**13. Reports.**

Holton Village Hall Management Meeting June report.

World Cup Football screening 28<sup>th</sup> June, Film Night Paddington 2 29<sup>th</sup> June, World Cup Football screening 15<sup>th</sup> July, Summer Event (Steam Engine) 11th August.  
Looking into replacing the hall ceiling, lights and fans, obtaining quotes and ideas.

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

SODC Summer town and parish forum 26 June 6-9pm Didcot.

OCC Roadshow – The Merry Bells, Wheatley. Thursday 11<sup>th</sup> October 2018 2-5 pm.

Orchard Meeting June 13<sup>th</sup>

Bus Shelter Holton Turn request noted and reported to OCC.

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

None

**16. Date of next meeting.** The next Parish Council Meeting will be held on Monday 6<sup>th</sup> August 2018 starting at 7.30 pm in Holton Village Hall Committee Room. There will be no July meeting.

There being no further business the meeting closed at 9.25 pm.