

Holton Parish Council meeting was held on Monday 13th June 2022 starting at 7.30 pm in Holton Village Hall Committee Room

Present:

Chairman - Robert Barter
Vice-chairman – Allan East(from 8.30 pm)
Councillor - Roger Farrow (Zoom)
Councillor – Brian Pridmore
Councillor – Andy Murray
Parish Clerk - Sonja Barter

Also present:

1. Apologies:

1a. Declarations of interest: Robert Barter declared an interest in agenda item 5.2 Definitive map modification order completion.

2. To confirm the minutes of the meeting of the council held on Monday 9th May 2022 which had been circulated to all councillors before the meeting.

Proposed by Andy Murray

Seconded by Robert Barter

All agreed

2.a. To adopt the Code of Conduct 2022 as recommended and adopted by South Oxfordshire District Council.

Copies have been forwarded to all Parish Councillors and it was agreed that Holton Parish Council would adopt the Code of Conduct 2022 as recommended by SODC.

Proposed by Andy Murray and seconded by Robert Barter.

All agreed

OPEN FORUM

3. District and County Councillor Reports

No District/County Councillor present

4. Matters Arising from the Minutes:

The grant of £500 has been received, the orchard boundary changes agreed and Richard Taylor's quote of £950.00 + Vat has been accepted. The Clerk to liaise with Richard Taylor regarding post distances and the revised boundary.

Allan East will be putting details of the Ukrainian refugee help programme in the July HWW News.

5. Wheatley Park School Access

5.1 To consider the response letter from WPS Headteacher Tim Martin. Allan East to circulate a draft letter from the Parish Council to the Chief Executive of the River Learning Trust Paul James for approval before sending.

5.2 Update on the progress of The Definitive Map Modification Order application.

This item was put to the end of the agenda to allow participation from Allan East who would be attending the meeting later.

6. Traffic, Road and Highway Matters

Richard Taylor has carried out some verge cutting and hedge cutting around the village to improve sight lines and clear obstructions.

7. Financial Matters

a. Accounts submitted for payment

Clerk's Salary June	455.00
Taylor Landscapes Church	192.00
Taylor Landscapes Orchard	241.20
Taylor Landscapes Village	84.00
Orchard Bench Preservative (Dobson)	24.71
Jubilee Bunting (Wright)	34.16
Jubilee Nosecco {Holmes}	27.00
OALC Clerk Zoom Course	66.00
Jubilee Rebellion Bitter (Barter)	95.48
Tea Cup Ride (Barter)	450.00
Jubilee Playbus £200.00/Food/Prizes (Cooke)	356.89
Jubilee Ox Event Hire extra chairs	63.00
Jubilee Collection Bucket	15.00
Jubilee extra sandwiches/Fruit kebabs (Cooke)	91.00
Jubilee expenses tea/milk/sandwiches/Nosecco (Holmes)	32.56
OALC Chairman's Training Day	132.00

Received: District Councillor Grant for Orchard Fencing £500.00

Jubilee Celebrations Expenditure details: £2,223.93

It was agreed to cover the over spend of £223.93 from the Parish Council Community Budget. An analysis of the Jubilee expenditure was circulated. The balance in the community budget for 2022/23 now stands at £717.

Proposed by Brian Pridmore and seconded by Andy Murray.

All agreed.

Internal Controls Policy:

It was agreed that Andy Murray would verify bank reconciliations for all accounts produced by the RFO on a quarterly basis and sign the reconciliations and the bank statements as evidence of verification and complete the internal financial control check list and certificate.

b. Bank balances after paying above amounts and monies received

Deposit £32,206.88
Current £651.71

c. Parish Council Accounts 2021/2022 y/e 31 March 2022

The accounts for the year 21/22 have been audited and approved by the Internal Independent Auditor Eugenia Skelly on 10/06/2022 and the audit report completed Page 4 of the Annual Return and Governance Statement.

Parish Councillors completed Section 1 of the Annual Governance Statement 2021/22. Approved 13/06/2022.

The Holton Parish Council Receipts and Payments 2021/2022 were approved and signed: Approved 13/06/2022.

Section 2 – Accounting Statements 2021/2022 approved by Holton Parish Council on 13/06/2022.

Notice of Public Rights to inspect the accounts displayed on Notice Boards from 6th June 2022 – 15th July 2022.

It was proposed by Brian Pridmore and seconded by Andy Murray that the Clerk's Report be accepted, the annual governance statement 2021/22 completed and approved and the accounts paid. **All Agreed**

8. Churchyard

The Church solicitors and Richard Hunt's solicitors are setting up the transfer contracts as instructed.

9. Playground Proposals

Allan East gave a presentation at the Annual Parish Meeting on 12th May 2022 showing the various schemes set out by three companies who have carried out play ground projects at Waterperry Gardens, Bicester Village and Waddesdon. All schemes of high quality and good designs.

There was support for the proposal to provide play equipment in the Orchard and support for the Parish Council to go ahead with one of the three proposed schemes

and obtain match funding from SODC Capital Grants (applications open later this year). The Parish Council have set aside an amount of £18,401.00 generated from CIL payments and revenue.

Allan East to forward details of proposed schemes to villagers who expressed an interest and contribute to the final project decisions and proposed equipment choices.

10. Planning applications:

P22/S1906/FUL. Church Farm Stables, Holton. OX33 1PR.

Proposed replacement barn to form new dwelling with basement.

No strong views

11. Planning Decisions (South Oxfordshire District Council):

P22/S0345/LDE. Slaymaker, Holton. OX33 1PR.

Certificate of Lawful Use or Development.

Granted

Church Farm, Holton – 5 new developments to be known as 1-5 Bartholomews Place.

12. Reports

Enforcement SE20/188. Holton Field Groundworks Land adjacent Wheatley Park School, Holton. OX33 1PZ. A planning application was submitted but lacked detail and information and was rejected and more details requested.

Holton Village Hall Management Meeting. Coffee mornings, afternoon teas, Jubilee Quiz on 27th May a very successful evening and the Jubilee celebrations on Sunday 5th June were a brilliant success and enjoyed by 200 + villagers. Thanks to the organisers Holton Village Hall Committee and The Friends of Holton Village Hall and the funding from Holton Parish Council. Friday bar openings on schedule for 24th June and 1st July.

Brookes Liaison Group – Robert Barter and Brian Pridmore – Meeting held with Wheatley Parish Council representatives, Toby Newman and Alison Sercombe. County/District Councillors Tim Bearder and Alexandrine Kantor invited and agreed to join the group for future meetings.

Brookes Residents' Meeting – Roger Farrow – Nothing to report.

Wheatley and Holton Good Neighbour Scheme – Deborah Bale – Nothing to report.

Neighbourhood Plan (Wheatley) – Roger Farrow.

Report circulated to Holton and Wheatley residents by John Fox. Wheatley PC and Holton PC have paper copies of the Neighbourhood Plan and links included on both websites.

13. Annual Parish Meeting – Thursday 12th May 2022

18 persons present: Playground proposals presentation and comments, speeding traffic and safety of pedestrians raised by villagers. The Parish Council to investigate methods of achieving road safety improvements and proceed with the playground project. The minutes of the Annual Parish Meeting 2022 were circulated and some minor changes to wording were approved.

14. Publications/Letters and forthcoming events

Wheatley and Holton Play and Activity Day organised by Oxfordshire Play Association will be held on Saturday 16th July 11 am to 3 pm at Holton Playing Fields. Free entrance and free activities.

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

Operation London Bridge – note taken of the procedures – no special measures that would involve Holton Parish Council.

Letter from Garsington Parish Council regarding responses to the Local Plan 2041
The clerk to forward information on the consultation on the Local Plan 2041 and put posters on the notice boards.

There appear to be problems with receiving of Parish Council emails, both Brian Pridmore and Andy Murray have encountered issues and a lack of information from the website managing designers.

Agenda item 5.2 was now discussed.

Robert Barter (Chairman) left the room and took no part in any discussion on the Definitive Map Modification Order application.

5.2. Update on progress of the Definitive Map Modification Order Application.

The sub-committee of Brian Pridmore, Andy Murray and Roger Farrow have met and compiled a draft application. Further discussion and comment on the final wording took place, a further meeting of the sub committee to agree the final content was arranged, to report back to the Parish Council

16. Date of next meeting. The next Parish Council Meeting will be held on Monday 11^h July 2022 starting at 7.30 pm.

There being no further business the meeting closed at 10.30 pm.