

**HOLTON PARISH COUNCIL**

**The May meeting and Annual Meeting of Holton Parish Council was held in Holton Village Hall on Monday 16<sup>th</sup> May 2016 starting at 7.30 pm.**

**Present:**

Chairman Anthony Yeates  
 Vice-Chairman Robert Barter  
 Councillor Allan East  
 Councillor Roger Farrow  
 Councillor Dave Cummings  
 Parish Clerk Sonja Barter

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

**1a. Apologies:**

**1b. Declarations of Interest:** None

**Annual Parish Council Meeting.****2. Election of Chairman**

Anthony Yeates was re-elected as Chairman.

**All agreed**

**3. Election of Vice-Chairman**

Robert Barter was re-elected as Vice-Chairman.

**All agreed**

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

Anthony Yeates completed the declaration of acceptance of Office of Chairman and will be amending his Register of Interests.

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

Copies of the adopted model code of conduct were given to each councillor and copies of the Standing Orders and Financial Regulations placed on the Parish Council website.

It was proposed by Anthony Yeates and seconded by Robert Barter that the Standing Orders/Financial Regulations and Code of Conduct were adopted. **All agreed**

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

a.	Holton Orchard	Dave Cummings
b.	Holton Village Hall Comm.	Rota
c.	Oxford Brookes Residents'	Anthony Yeates

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

Meeting dates to be the second Monday in the Month excluding August – 11 meetings.

## OPEN FORUM

John Walsh (District Councillor) reported on District matters – Unitary Council progress and the consultation on the Local Plan.

### Parish Council Meeting

#### 2. To confirm the Minutes of the Meeting of the Council held on **Monday 11th April 2016.**

Proposed by Anthony Yeates  
Seconded by Robert Barter

**All agreed**

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

District Council grants for Queen’s Birthday celebrations. The grant application form was signed by the Clerk and the Parish Council Chairman.

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

Verge protection – bollards – awaiting information from Highways as to whether we can place bollards on the verge.

Horse Chestnut tree on the Green – reported sound by the County Arboriculturalist

Pot-holes – some repairs and more marking lines

#### 5. **Financial Matters**

##### a.

Clerk’s Salary –May	346.33
Clive Laman Village Maintenance	75.00
Holton Village Hall Hire May	13.00
Holton Village Hall hire road safety group	6.50
AON PC Insurance Renewal	305.82

##### b. **Bank Balances**

<b>Deposit</b>	<b>6271.92</b>
<b>Current</b>	<b>1470.75</b>

##### c. **Internal Audit 18<sup>th</sup> May 2016**

The Internal Audit to be carried out by Philip Hood on 18<sup>th</sup> May 2016.

##### d. **External Audit Date and Public Examination of the Accounts.**

The External Audit date is 18<sup>th</sup> July 2016.

The Public Examination of the Accounts – 20th June until 29<sup>th</sup> July 2016.

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

**6. District/County Councillors**

Dealt with under Open Forum

**7. Neighbourhood Plan**

Roger Farrow reported on the progress with the steering groups on the Neighbourhood Plan. A leaflet was given to every house in the village and an Open Day was held at the Merry Bells, Wheatley on 7<sup>th</sup> May.

**8. Planning Applications**

P16/S1389/HH. Becketts, Holton.

Two storey side extension. Single storey rear extension. Front single storey infill.

**No strong views**

**9. Planning Decisions (South Oxfordshire District Council)**

none

**10. Annual Parish Meeting**

The Annual Parish Meeting will be held on Wednesday 25<sup>th</sup> May 2016 in Holton Village Hall.

Agenda has been prepared and arrangements made.

**11. Reports**

**Holton Village Hall** Management Meeting May report.

Holton Players production 2-4 June. Village Orchard Party 9<sup>th</sup> July

**Pedestrian and Road Safety Meeting** April 20<sup>th</sup>. A report from the Committee to be given at the Annual Parish Meeting. Vegetation cut backs in certain areas to increase visibility, 30 mph stickers.

White lining and Slow signs – contact Highways to get these re-instated.

Drain by Holton turn needs clearing.

Vegetation overhanging footpath corner opposite Police Houses – Clive Laman

**12. Publications and Forthcoming Events**

New property names: The Pool House, Holton Place Cottage.

The Studio, Slaymaker

Brookes Residents' Meeting 9 June 2016 – Anthony Yeates to attend.

Clerk's Year Course on June 29<sup>th</sup>.

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

**14. Date of next meeting.** The next Parish Council Meeting will be held on Monday 13<sup>th</sup> June 2016 starting at 7.30 pm in Holton Village Hall Committee Room.

There being no further business the meeting closed at 9.30 pm.