

HOLTON PARISH COUNCIL

The October meeting of Holton Parish Council was held in Holton Village Hall on Monday 10th October 2016 starting at 7.30 pm.

Present:

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

Also present: John Walsh (District Councillor),

1. Apologies: Anthony Yeates, Anne Purse

In the absence of the Chairman Anthony Yeates – The chair was taken by the Vice-Chairman Robert Barter.

1a. Resignation of Parish Councillor Dave Cummings

Dave Cummings has reluctantly, due to personal reasons, tendered his resignation from the Parish Council.

Dave joined the Parish Council in June 2010 his wise judgement and courteous manner have been greatly valued and his contribution to the village and Council matters will be missed.

The SODC Returning Officer has been notified and the Casual Vacancy will be advertised for the 14 days and if ten electors give notice in writing within that time to the Returning Officer to claim an election, an election will be held.

If within that timescale no-one calls for an election then the vacancy will be filled by co-option

2. To confirm the Minutes of the Meeting of the Council held on **Monday 12th September 2016.**

Proposed by Robert Barter

Seconded by Allan East

All agreed

OPEN FORUM

3. Matters Arising from the Minutes:

Notice Board – Brochures showing examples of new noticeboards were looked at by the Parish Council – prices in the £1000 range. Allan East to take a look at the existing notice board and assess the repairs needed and report back to the Council.

Website Grants – Website costs and the grant application form to be investigated.

4. Traffic Road and Highway Matters

Verge protection – bollards – Richard Taylor has completed the work at a cost of £240 + £48.00 VAT.

Verge cutting – the first and only cut so far this year was carried out by Ben Gristwood of BGG Garden and Tree Care on 5th August 2016 as instructed by Holton Parish Council. The cost of the urban village cut was invoiced to Holton Parish Council at the quoted price of £300 + VAT – which has been paid.

The Parish to receive the 50% grant for 2016/17 of £374 and the final cut will be undertaken in November with the urban element of £300 being billed to the County and the rural element of £74 being billed to the Parish Council. This sorts out the first cut which was apparently billed to both the County and the Parish.

Road issues:

Double yellow line markings covered over by recent road surface improvements, replacement yellow lines requested, Highways will be arranging for the lines to be repainted but unfortunately no timescale.

Blocked gullies – Highways will be clearing the gullies in Holton in 2017

5. Financial Matters

a.

Clerk's Salary – October	346.33
Clive Laman Village Maintenance September	187.50
Office expenses April-September 2016	73.18
Wheatley Park School Prize	50.00
Richard Taylor Landscapes – verge bollards	288.00

b. Bank Balances

Deposit	7424.92
Current	1360.49

Includes two payments from HMRC of £363.97 and £355.75 which are being queried.

HMRC have been notified of payment errors – letter dated 21 September 2016

d. Letter of Engagement to appoint Philip Hood as Internal Auditor for 2016/17

Roger Farrow and the Clerk signed the appointment letter.

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

6. District/County Councillors

John Walsh reported on District Council matters: The progress of the Local Plan and the consultation paper should be available by the end of November 2016. The Brookes site boundary and possible development area were discussed and concerns raised regarding the greenbelt issue and the opposition to the removal of the site from the greenbelt which would allow further development.

7. Neighbourhood Plan

Roger Farrow reported on the Neighbourhood Plan. The questionnaires are being analysed. 45 of 137 households in Holton have responded and the response rate for Wheatley was 28%. Workshops are being organised to form strategies on various topics.

A report from the Chairman of the Neighbourhood Plan Steering Group will be published in the November HWW News.

Allan East to write a report on the housing and planning options being put forward for the Brookes site when the University vacates the site around 2020 or before.

8. South Oxfordshire Local Plan

No feedback as yet from the District – the next consultation document is planned for end of November 2016.

9. Planning Applications

Permitted Development:

P16/S3177/PDH. The Paddocks, Holton. OX33 1QF

Removal of existing single storey rear extension and erection of 8m deep single storey extension.

Certificate of Lawful Development:

P16/S3252/LDP. The Paddock Bungalow, Holton. OX33 1QF

Construction of box dormer to rear roof pitch, internal alteration to enable loft conversion.

10. Planning Decisions (South Oxfordshire District Council)

None

11. Reports

Holton Village Hall Management Meeting October report: Trivia Quiz 11th November, Film Night 2nd December, Xmas Eve and New Year's Eve events organised.

Meeting with Oxford Brookes representatives – Jen Hoddinott (Project Manager Estate Communications), Paul Large (Director of Infrastructure Investments) and Sue Holmes (Director of Estates) was held on 28th September 2016 with Robert Barter, Roger Farrow and Allan East attending on behalf of the Parish Council.

Brookes intend to vacate the site in the next few years and to seek to sell the site, with they hope planning permission for housing development of approx. 600 dwellings.

Other parties have shown interest in uses other than housing but the University will be looking to realise the very best return on the site.

Holton Orchard Meeting on 30th September: Orchard winter maintenance and tree pruning morning to be held on Saturday 26th November starting at 10.30.

12. Publications/Letters and forthcoming events

Autumn Town and Parish Forum 2016 - Wednesday 2nd November 6 -9.00 pm at the River and Rowing Museum, Henley-on-Thames.

Road Safety Group Meeting – Wednesday 2nd November 2016.

Letter regarding A40 noise from Stanton St John Parish Council

Wheatley Park School Prize Giving 20th October 2016 – Allan East to attend.

SODC – Unitary Letter

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 14th November 2016 starting at 7.30 pm in Holton Village Hall Committee Room.

There being no further business the meeting closed at 9.35 pm.