

HOLTON PARISH COUNCIL

The Annual Holton Parish Council meeting was held in Holton Village Hall on Monday 8th May 2017 starting at 7.30 pm.

Present:

Chairman Anthony Yeates
Vice-Chairman Robert Barter
Councillor Allan East
Councillor Brian Pridmore
Parish Clerk Sonja Barter

1. Apologies:

2. Declaration of interest

3. Election of Chairman:

It was proposed by Anthony Yeates and seconded by Allan East that Robert Barter be elected Chairman. **Agreed**

4. Election of Vice Chairman:

It was proposed by Anthony Yeates and seconded by Robert Barter that Allan East be elected Vice Chairman. **Agreed**

5. Declarations of acceptance of office – Chairman and Vice-Chairman

The Declarations of acceptance of office forms were duly signed.

Brian Pridmore and Anthony Yeates to complete the amendment forms of the Register of members' interests:

6. Formal adoption of Standing Orders/Financial Regulations and Code of Conduct.

The Standing Orders which are published on the website were reviewed and no changes made.

7. To appoint members to serve on the undermentioned committees:

Holton Orchard Committee	Brian Pridmore
Holton Village Hall Management Committee	Anthony Yeates
Oxford Brookes Residents' Meeting	Anthony Yeates

8. To fix dates and times of ordinary meetings of the Council for the ensuing year:

Meeting held on the second Monday of the month (excluding August) starting at 7.30 pm in Holton Village Hall Committee Room.

The Annual Parish Council Meeting ended at 8.10 pm.

The May meeting of Holton Parish Council started at 8.10 pm immediately after the Annual Meeting.

The new Chairman Robert Barter took the Chair.

Present: Chairman Robert Barter
Vice-Chairman Allan East
Councillor Anthony Yeates
Councillor Brian Pridmore
Parish Clerk Sonja Barter

Also present: John Walsh (District Councillor)

1. Apologies:

OPEN FORUM

John Walsh (District Councillors) discussed the Local Plan and the Workshop Meeting at Oxford Brookes attended by Parish Councillors that morning.
Current Planning Applications were discussed and the Unitary Authority.

2. To confirm the Minutes of the Meetings of the Council held on **Monday 10th April 2017 which had been circulated to all councillors before the meeting**

Proposed by Anthony Yeates
Seconded by Robert Barter

All agreed

3. Matters Arising from the Minutes:

Notice Board – Allan East has the repairs underway and the notice board should be back in place shortly.

Draft Policy on awarding Section 137 grant aid – This was approved by the Parish Council and Roger Farrow will prepare a final draft for adoption at the next meeting.

Website – Anthony Yeates to contact Joel at Creative Site Designs.

OALC Parish Council Courses: May 17 Social Media – Anthony Yeates and Brian Pridmore booked in to attend.

Annual Parish Meeting – Refreshments and Bar open to be organised. Agenda items: Parish Council Chairman’s Report (Robert Barter), Village Hall Report, District and County Councillor’s Reports, Road Safety Questionnaire and Road Safety Group Neighbourhood Plan report, Dr Rogers Trust report, Orchard report, County Highways Road Safety representative, Police.

4. Traffic Road and Highway Matters

Fix my street website – continue to report road defects.

The County Council payment for the verge mowing of £749.65 for the year is being processed. The Clerk is in contact with the contractor and the first mowing will be carried out late June/July to allow for seeding of wild flowers etc. Clive Laman has cut back the growth on the verges by the corners and bends.

5. Financial Matters

a. Accounts submitted for Payment

Clerk’s Salary –May	361.25
Clive Laman Village Maintenance April	210.00
Holton Village Hall hire 10 th April 2017	13.00
Holton Village Hall hire Road Safety meeting 1 st March	6.50
Social media workshop 17 May	84.00
R. Taylor Orchard March	72.00
R, Taylor Orchard April	144.00
R. Taylor Churchyard April	171.43
AON Insurance	312.80

b. Bank balances after paying above:

Deposit	£9423.28
Current	£1547.44

c. HMRC Payments of £363.97 and £355.75

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

Further letter sent 21 February 2017.

Acknowledgement received 20 March 2017 – the matter has been forwarded to the appropriate department.

d. Approval of Accounts y/e 31 March 2017

The Holton Parish Council Accounts and Receipts and Payments for the year ended 31 March 2017 were approved and adopted by the Parish Council and signed and dated by the Chairman and the responsible Financial Officer. **Agreed**

e. Completion of the Internal Audit will be carried out on Thursday 1st June by the Internal Auditor Philip Hood.**f. Annual Return: Section 1 Approval and completion of the Annual Governance Statement 2016/17. **Agreed******g. External Audit starts 26 June 2017.**

Period for the exercise of public rights accounts for the y/e 31 March 2017 commence 20 June 2017 and end on 31 July 2017

h. Holton Parish Council Insurance Renewal £312.80 including Insurance Premium tax at 12%.

The Parish Council entered into a long-term agreement until 01 June 2018. The policy will be automatically renewed for the year. There were no changes needed to be made to the policy.

i. Bank signatories to be updated and councillors added.

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

Dealt with under Open Forum

7. Neighbourhood Plan.

The Statutory Public Consultation of the Emerging Wheatley Neighbourhood Plan runs from 8 May until Friday 30 June. Electronic copies of the Draft WNP have been sent to Holton Parish Clerk and the Chair of Holton Parish Council. Hard copies will be available in Holton by appointment with the Clerk and a copy held in Holton Village Hall. Notices advertising this will be placed on the Notice Boards, the PC website and Next door Holton.

Comment and Feedback to wnpchairman@gmail.com or to Parish Clerks.

July: Submission of final draft of Emerging WNP along with responses from Consultation, to independent Planning Inspector, via SODC.

September: Holton and Wheatley Referendum to 'Make' or 'Reject' WNP

A meeting to be arranged between Wheatley and Holton Parish Councils to discuss feedback and comments.

All Holton Parish Councillors to study the Neighbourhood Plan and provide Feedback.

The definition of built area and the total area included in the Neighbourhood Plan has not been addressed. WNP appears to define all this land as 'built' – Holton PC disagree with this definition. HPC considers that the built area is the only area available for development and by definition the brown field site and the Green Spaces should remain intact.

The definition of built area and volume density to be investigated.

8. South Oxfordshire Local Plan

The Local Plan Second Preferred Options Consultation runs from 29 March to **17 May 2017**.

Land at Wheatley Campus.

- The Wheatley Campus site is a partially developed site in the Green Belt
- The existing use is relocating to an alternative location in Oxford City and the site will become redundant within the plan period
- The redevelopment of the site will provide residential development and help meet the housing needs identified
- There is an opportunity to plan positively for its future use.

4.61 The principle of redeveloping previously developed sites is set out in national policy. Proposals for redevelopment should not have a greater impact on the openness of the Green Belt than the existing development.

4.62 Land to the west of the site performs an important function in terms of providing a buffer between an existing Scheduled Monument and built form. Beyond the site is a listed Building, which has views across the undeveloped land at the Wheatley Campus.

4.63 At least 300 new homes are expected to be delivered at this location, which largely reflects the existing pattern of built development. A large part of the wider site is subject to existing constraints associated with the listed building and Scheduled Monument. The existing playing fields should be retained and a wider community use should be explored through any planning application.

STRAT 10 – Land at Wheatley Campus, Oxford Brookes University.

Site area; 22 hectares. Existing development footprint: 12 hectares.

Land at Wheatley Campus will be developed to deliver approximately 300 new homes. Proposals to develop land at Wheatley Campus will be expected to deliver:

A scheme of an appropriate scale and layout in a form that respects the listed building and its setting

1. A layout and form which provides an appropriate buffer to protect the Scheduled Monument
2. The retention of the existing sports pitches in the north west of the site
3. High quality public transport facilities and connections within and adjacent to the site.
4. Investigation and mitigation by the developer of any contamination within the site through agreed remediation techniques
5. A Noise Assessment including noise during construction and noise insulation of development
6. Appropriate vehicular, cycle and pedestrian access including safe and attractive connections with nearby communities
7. Appropriate landscaping, including buffers along the A40, and an integrated network of green infrastructure

Holton Parish Council to comment on the Local Plan – definition of the built area and preservation of the playing fields and valuable landscape buffer which the land affords between the built site and the adjoining agricultural fields and woodland. A buffer between any building and the Scheduled Ancient Monument, the listed Old House, St Bartholomew's Church and medieval Fish Ponds.

To comment also on the fact that nowhere is it mentioned that the land is in the Parish of Holton and is equally near any habitation in Holton as it is in Wheatley and the consequent effect on Holton Parish, currently 135 dwellings.

Further investigation into the volume density regulations as set out in National Policy.

The Clerk to gather comments and circulate to Parish Councillors to comment on the Local Plan before 17th May.

9. Oxford Brookes

Workshop meeting on Monday 8 May 2017 10.00 am – 12.00 pm at Oxford Brookes campus, Holton attended by Allan East, Brian Pridmore, Robert Barter and Sonja Barter.

Interesting workshop being shown 4 development proposals on the Brookes site – ranging from just the built site 6 hectares to almost covering all the site - comments were made and recorded.

10. Planning Applications

P17/S1524/FUL. Terence House, Holton. OX33 1PS.

Variation of condition 2 on application ref. P14/S3212/FUL – vary the ridge level of Building A on extant permission P14/S0338/FUL.

Amendments to approved pool/garage building under planning permission P14/S0338/FUL. Erection of four bedroom dwelling with ancillary pool/garage. As amended by amended Design and Access Statement received 22 November 2015.

Holton Parish Council consider that this application should be **Refused** for the following reasons: Height and scale would represent inappropriate development in the Green Belt. Overbearing and oppressive form of development would adversely affect the amenity of neighbours. No environmental impact or ecology survey.

11. Planning Decisions (South Oxfordshire District Council

P17/S0582/FUL. Terence House, Holton. OX33 1PS

Erection of a four bedroom dwelling with ancillary pool/garage. (As amended by additional information received from applicant on 7 March 2014 and 8 March 2017)
Variation of condition 2 on application ref. P14/S0338/FUL – to alter the size and level of the building A **Refused**

P17/S0918/FUL. Terence House, Holton OX33 1PS.

Variation of condition 2 on application ref. P14/S0338/FUL – to remove one storey and revert to earlier lawful development P12/S2835/LDP.

Erection of four-bedroom dwelling with ancillary pool/garage. (As amended by additional information received from applicant on 7 March 2014)

Amendment No. 1 dated 3rd April 2017.

As amended by revised planning statement received 27 March 2017.

Refused

P17/S0782/HH. Carina, Holton.

Demolition of existing garage, erection of two storey side, front and rear extension. Internal modifications. **Approved**

12. Reports

Holton Village Hall Management Meeting May report:

Gardens Open 4 June. Replacement seating ordered. Orchard Summer Party July 15. The AGM of Holton Village Hall to be held on Monday 5th June at 7.00 pm.

13. Publications/Letters and forthcoming events

SODC Town and Parish Forum 5th July 6-9 at Thame.

NAG Meeting Wednesday 17th May 2017 – Liz and Fred Dike from the Road Safety Group will attend on behalf of the Parish Council.

14. Date of next meeting. The next Parish Council Meeting will be held on Monday 12th June 2017 starting at 7.30 pm in Holton Village Hall Committee Room. There being no further business the meeting closed at 9.50 pm.