

The Holton Parish Council virtual meeting (via Zoom) was held on Monday 9<sup>th</sup> November 2020 starting at 7.30 pm

**Present:**

Chairman Robert Barter  
Councillor Allan East  
Councillor Andy Murray  
Councillor Brian Pridmore  
Councillor Roger Farrow  
Parish Clerk Sonja Barter

**Also present:** Rev. David Bendor-Samuel

David Bendor-Samuel thanked the Parish Council for all their support and work on the Churchyard Extension project and planning application. A planning decision is likely within the next few weeks and the next stage will be to complete the legal transfer of the land to the Church. David will be making contact with Church House and their legal team and when that is in place contact will be made with Richard Hunt and his legal representative. The PCC and Friends of St.Bartholomews have agreed to add funds to the project

**1. Apologies:**

**1a. Declarations of interest:** None

**2** To confirm the Minutes of the Meeting of the Council held on Monday 12<sup>th</sup> October 2020 which had been circulated to all councillors before the meeting.

Proposed by Brian Pridmore

Seconded by Allan East

**All agreed**

**OPEN FORUM – no matters raised**

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

Website - Further work on the transfer of content from the old website. Issues around email addresses - Allan East to contact the web designers. When the transfer has been completed a check will be made and then the blanks on the site filled with suitable content. Local groups to be invited to upload their information, links and details.

Bus Shelter – A quote has been received from Hubdean Specialist Coatings and sample paint finishes placed on the interior walls of the Bus Shelter.

Sample 1. Hubdean AG Armour Finish Magnolia: Any graffiti applied inc. permanent Marker can be removed from the surface with compatible remover which Hubdean

would supply F.O.C. on application. In the event of Graffiti within the first 6 months Hubdean will include Monthly inspections and any removal within their costs **£475**.

Sample 2. Masonry Finish: Any Graffiti applied could be “sealed over” with Stain Block and then Overcoated with Masonry Paint to the affected areas. Aftercare would not be provided **£300**.

**It was proposed by Robert Barter and Seconded by Brian Pridmore that the quote of £475 for Sample 1. be accepted and the work carried out. All agreed**

The exterior of the bus shelter to be left as it is but with the addition of a trellis and sympathetic planting to cover the wall and improve the appearance of the building. The East and Murray family to take charge of this project and also the repainting of the Notice Board.

The tiled roof will need some attention – replacement tiles and cleaning to be included in the 2021/22 Precept.

Brookes Liaison Group: A Zoom meeting to be organised for the end of November. To-date no further information has been received.

#### Defibrillator

Information has been circulated about Defibrillators. Costings with weatherproof, locked and heated Cabinet around £1000. Power source required – The Clerk to investigate the costing of providing a power supply to the Bus Shelter. Other sites discussed such as Holton Village Hall which would have the power supply and further information on the usage of the equipment at the three known local sites and access requested.

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

Final main cut of verges completed.

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

##### **a. Accounts submitted for payment**

Clerk’s Salary November	396.00
Clive Laman October village maintenance	150.00
R. Taylor Landscapes Churchyard October	85.72
R. Taylor Landscapes Orchard October	72.00
The Maple Tree	750.00
Wheatley Park School Prize	50.00

##### **b. Bank balances after paying above cheques and money received.**

<b>Deposit</b>	<b>£17,455.28</b>
<b>Current</b>	<b>£1,356.29</b>

**c. Precept 2021/22**

Preliminary discussion and proposals for future spending on projects and grants. The following were considered: A draft Precept has been prepared and the following grants to be finalised in December for 2021/22 in addition to the usual running costs of the Parish:

Grant to The Maple Tree - £750

Bus shelter repairs and Notice Board - £500.

Defibrillator £1000

Holton Village Hall - £2000 grant to support community involvement events/projects involving the Village Hall and Village Hall Management Committee

Wheatley Park School Prize - £50

A Precept Budget to be prepared for discussion at the December meeting.

Additionally an immediate grant of £1500 to Holton Village Hall towards the costs of the Ceiling Insulation, New Suspended Ceiling and Lighting.

CIL Monies Balance £2796 (amounts received Nov 2017 and Nov 2018)) allocated to provision of play equipment + £1000 previously precepted towards play equipment.

CIL Regulation 59F the town/parish can spend these funds on:

Provision, improvements, replacement, operation or maintenance of infrastructure (such as open spaces, village halls, leisure facilities, schools etc.), or anything else that is concerned with addressing the demands that development places on an area.

A parish council does not need approval for spending CIL from the Local Planning Authority. It is, however, accountable for what monies are spent on. Should it use CIL receipt in a way which is not in accordance with the regulations (or fail to spend it within 5 years) it can then be required to pay it back.

**It was proposed by Andy Murray and seconded by Roger Farrow that the Clerk's Report be accepted and the accounts paid.**

**All Agreed**

**6. District/County Councillors.**

No representatives.

**7. Churchyard**

Historic England no objections. Countryside and Environment no objection.

Arboricultural Survey required to include the root protection areas of the trees.

Contacted two recommended Arboriculturalists and instructed Sylva Consulting

to carry out the work. Fee £525 + Vat. The survey to be completed this week and submitted to the Planning Authority.

The next stage after the planning approval will be to engage the Church and Landowner's legal representatives and proceed with the Land Transfer.

The amount set aside by the Parish Council of £7000 for costs involving the provision of the Churchyard extension now stand at £2454 after paying for planning application fees, archaeological survey and arboricultural survey.

Estimates of the costs for the rebuilding of the boundary wall, refitting the railings and tree and scrub removal to be investigated.

#### **8. Planning Applications:**

P20/S3727/FUL. Swallow Barn, Waterperry Road, Holton. OX33 1PW.

Change of use from agricultural land (paddock) to garden use.

No objections.

P20/S3841/N4B Land adjacent to Wheatley Park School, Holton. OX33 1PZ

Change of use of an agricultural building to form 3 no dwellings (Use Class 3) and associated operational development.

Comments: The report (27 April 2020) from the Planning Officer Luke Veillet noted that he had two main concerns with trying to utilise the legislation to convert the building on the site.

- Whether the building is and has, since 20<sup>th</sup> March 2012, been used solely for agricultural purposes as the primary use;
- Whether the building can reasonably be "changed" or converted in a manner which is permitted by the legislation to facilitate the use.

On the first issue, the Planning Officer noted that further pictures of the site had been sent to him which seemed to indicate some level of storage which did not seem to correspond to an agricultural use .....

The second issue is the current condition of the building. The Planning Officer stated "It is essentially an old steel pole barn with a very limited level of timber cladding on some parts of the elevations. I would be concerned in this case that the amount of work required to facilitate the change of use would go beyond this and may be considered a 'rebuild' or 'fresh build'."

Reference should be made to the Structural Report dated 8 October 2020 and the last paragraph which indicates that the trusses are inadequate and a secondary support structure would need to be installed within the footprint of the existing building. This would suggest that the existing structure is not adequate for conversion.

P20/S3812/N4B. OS 3025, Holton Park Barn, Holton. OX33 1PT

Change of use and associated operations to convert existing agricultural building to a dwelling house.

Comments: The Prior Approval Ref: P18/S1162/PAR 31 May 2018 included 11 conditions which we hope will be carried forward and considered in this new application P20/S3812/N4B. Conditions 5 and 6 regarding the access road are of particular concern to the neighbours.

Invitation to comment on the demolition of existing temporary classrooms and the erection of an extension to the Steve Drywood Building, John Watson School, Wheatley Park Campus, Holton.

A planning application for the proposed development will be submitted shortly.

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

P20/S2741/HH. The Dairy, Pond Farm Holton. OX33 1PY

Enlarge kitchen window at rear of property. Addition of conservation rooflight at rear of property.

**Granted**

P20/S3135/LB. Pond Farm, Holton, Oxford. OX33 1PT

Replacement of east and west porches

**Granted**

**10. Reports**

Enforcement VE20/176 – Swallow Barn, Waterperry Road, Holton.

SODC have written to the owner stating that the creation of an access track, laying of hard standing and erection of stables requires planning permission. A request to submit an application by 2 December to retain the developments. The alternative is to remove the unauthorised structures by 2 December 2020. A request that they inform the Council of their intentions.

Enforcement SE20/188. Holton Field Groundworks – no further information

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

Road Safety week in Holton 31<sup>st</sup> October to 7<sup>th</sup> November 2020 Scarecrows in High Vis. A great turnout of 13 scarecrows and the winners were the Livesey family from Hamlet.

Letter (circulated) received from The Maple Tree thanking the Parish Council for their support in previous years. Last year they provided services to nine families from Holton and ran a family Christmas Craft afternoon in Holton Village Hall open to all in the village. Maple Tree Sunflower Seeds grew in a number of Holton gardens

over the summer. Families from Holton attended their Magic Show and the Bubble Laboratory workshop put on in conjunction with Oxford Science Museum. An income and expenditure account was attached and the Parish Council were asked to consider making a further donation to the Maple Tree in 2021. This was discussed earlier in the agenda under Precept and an amount of £750 was agreed.

Letter (circulated) from Holton Village Hall Committee with an update on the current situation at the village hall and asking the Parish Council to consider some financial support. The replacement suspended ceiling, improved insulation and updated hall lighting is projected to cost in the region of £20,000 and a grant towards this major hall improvement is being requested.

This was discussed earlier in the agenda under Precept and an amount of £1500 to be given from this year's budget and an amount of £2000 allocated in the 2021/22 precept for the Village Hall to help promote community involvement.

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

The development at Terence House - Due to the unfortunate weather conditions the mud and debris carried onto the road from the site is causing concerns over safety issues. There are also parking issues. To be reported to SODC and the developer.

**13. Date of next meeting.** The next Parish Council Meeting will be held via Zoom on Monday 14th December 2020 starting at 7.30 pm. There being no further business the virtual meeting closed at 10.18 pm.