

**Holton Parish Council meeting was held on Monday 27th March 2023 starting at 7.30 pm in Holton Village Hall Committee Room**

**Present:**

Chairman - Robert Barter  
Vice-chairman – Allan East  
Councillor – Andy Murray  
Councillor – Brian Pridmore  
Parish Clerk - Sonja Barter

1. **Apologies:** Councillor Roger Farrow
2. To confirm the minutes of the meeting of the council held on Monday 13th February 2023 which had been circulated to all councillors before the meeting.

The Minutes were confirmed. Proposed by Brian Pridmore and seconded by Andy Murray.  
**All agreed**

**OPEN FORUM**

3. **Declarations of Interest**  
none
4. **District and County Councillor Reports –**  
No District/County Councillor present.
5. **Matters Arising from the Minutes:**  
none
6. **Wheatley Park School Access**  
SODC Grant funding of £1095.00 for a key pad lock for the Holton gate at Wheatley Park School has been agreed and Allan East to communicate with the School site manager and make arrangements to hand over the contribution. A receipt from Wheatley Park School would be required for the Parish Council.
7. **The Definitive Map Modification Order application.**  
No action at this time.
8. **Traffic, Road and Highway Matters**  
None.

**9. Financial Matters**

<b>a. Accounts submitted for payment</b>	<b>VAT</b>	<b>Total inc. VAT</b>
Richard Taylor (Feb)	21.00	126.00
Clerk's Salary March		455.00
Office Expenses 22/23	18.03	171.96
Clerk Ann Allowance 22/23		152.00
Public Works Loan Orchard		918.99
Richard Taylor Orchard fencing	190.00	1140.00
Holton V Hall rent Jan/Feb/March		33.00

**b. Bank balances after paying above amounts and monies received**

**Deposit £28,636.12                      Current £744.17**

**c. April payment** -Agreed to pay Winckworth Sherwood solicitor's fees for transfer of land for extension of the churchyard from Richard Hunt to St. Bartholomews Church, Holton - £1356.00 in April 2023.

**d. Monthly Cash Reconciliation with Bank Statement**

Andy Murray checked the cash balances with the bank statement, agreed the figures and signed the cash reconciliation.

**e. Bank Mandate forms** completed and Brian Pridmore and Roger Farrow now both signatories to Holton Parish Council Lloyds Accounts.

**f. Holton Parish Council** accounts y/e 31 March 2023 to be prepared for the April meeting.

**It was proposed by Brian Pridmore and seconded by Allan East that the Clerk's Report be accepted, cash balances reconciled and the accounts be paid.**

**All Agreed**

**10. Risk Assessment** – The Risk Assessment form had been circulated prior to the meeting and it was agreed that all known risks had been re-viewed for 2022/23 and no changes made.

Proposed by Robert Barter and seconded by Allan East.

**All Agreed**

**11. Churchyard extension land.**

The Chairman Robert Barter met with Richard Hunt the landowner and agreed the fencing proposals by the boundary trackway. The existing iron fencing to be re-located on the boundary and post and rail fencing to complete the boundary fencing.

Winckworth Sherwood Church Solicitors have submitted an interim invoice for their initial fee estimate of £1100.00 + VAT with a further fee of £500 + VAT on completion. Ref: email 23 March 2023 from Anna Singleton Winckworth Sherwood.

**12. Playground Proposals**

SODC Capital Grants have awarded the Holton Orchard Play Equipment £23,263.00 (49.64% of the project costs) letter dated 21 March 2023 Ref: SCAP22-23\100022. Half the amount to be released on receipt of signed acceptance form.

A grant of £500 has also been awarded for sensory play equipment Ref: CGS2R\100014 from the South Councillor grant Tim Bearder. Thank you to Allan East who completed the successful grant applications on behalf of Holton Parish Council.

**13. Planning applications:**

P23/SO716/HH. Oak Close Cottage, Holton. OX33 1EH  
Rear and side extension to an existing property together with an attached new build garage.  
No strong comments.

**14. Planning Decisions: South Oxfordshire District Council**

None

**15. Parish Council Elections 4<sup>th</sup> May 2023**

Notice of Election posted on the two village noticeboards.  
Completed nomination forms to be taken to Abingdon on Thursday 30<sup>th</sup> April 2023.

**16. Annual Parish Meeting 25<sup>th</sup> May 2023.**

To arrange some representation from Brookes with information regarding the proposed housing development and possibly representatives from the Brookes Liaison Group to answer questions. Representatives from Village organisations to be invited.

The annual meeting of the newly elected Holton Parish Council will be held on Monday 15<sup>th</sup> May 2023.

**17. Reports**

Holton Village Hall Management Meeting. No report.

Brookes Liaison Group – Brian Pridmore reported on the meeting with Bidwells, agents for the developer. A flyer regarding the forthcoming application for reserved matters in respect of the 2020 planning permission had been circulated around Holton and Wheatley but had not been delivered to everyone in either village. The flyer intended

to inform villagers of the Reserved Matters under consideration and invited them to submit comments on the website [www.wheatleycampus.co.uk](http://www.wheatleycampus.co.uk) by 31<sup>st</sup> March 2023. It was agreed not to make comment at this stage and to await the submission of the reserved matters application.

Holton Orchard Committee – The fencing work has been completed and an Orchard Committee meeting to be arranged to update on the play equipment.

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

None

**14. Items for referral to a future meeting**

Discussion on dog waste bins – no decision made.

Clerk succession planning – The clerk to decide the timescale for her retirement and plans for a replacement can then be undertaken.

**15. Date of next meeting. The next Parish Council Meeting will be held on Monday 17th April 2023 starting at 7.30 pm. The meeting closed at 9.15 pm.**