

**Holton Parish Council meeting was held on Monday 11<sup>th</sup> December 2023 starting at 7.00 pm in Holton Village Hall Committee Room**

**Present:**

Chairman – Brian Pridmore

Councillor – Allan East

Councillor – Robert Barter

Parish Clerk - Sonja Barter

**1. Apologies:** Charli Keely. Andy Murray, Tim Bearder

**2.** To confirm the minutes of the meeting of the council held on Monday 13th November 2023 which had been circulated to all councillors before the meeting.

The Minutes were confirmed. Proposed by Brian Pridmore and seconded by Robert Barter.

**All agreed**

**3. Declarations of Interest** – none

**OPEN FORUM**

No members of the public in attendance

**4. District and County Councillor Reports** – Tim Bearder was unable to attend and sent his apologies.

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

None

**6. Traffic, Road and Highway Matters**

Verge posts outside Wheatley Park School. Holton Parish Council have paid their share of the costs and a contribution of £350.00 has been received from Wheatley Park School. The work to be carried out early in 2024.

**7. Financial Matters**

<b>a. Accounts submitted for payment</b>	<b>Total inc. VAT</b>
Clerk's salary - Dec.(£515 + £60 backpay)	575.00
R. Taylor Orchard - November	86.40
R. Taylor Village – November	45.00
R. Taylor Church –November	102.00
R. Taylor (bench fixing/hedges/fallen tree)	336.00
Soc of Local Council Clerks Ann Membership	112.00
Batteries for Christmas Lights	24.00

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

**Deposit £9,907.16 Current: £1,344.99**

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

Brian Pridmore checked the cash balances with the bank statement, agreed the figures and signed the cash reconciliation.

**d. Precept 2024/25.** The precept calculations have been circulated prior to the meeting and the figures agreed. The Precept for 2024/25 will be set at £20,328. The Precept Form 2024/25 to be completed and sent to SODC.

Proposed by Brian Pridmore and seconded by Allan East.

**All Agreed**

**e. CIL Annual Report:**

Community Infrastructure Levy (CIL) Annual Report has been completed and sent to SODC. The total value of CIL Receipts retained at year-end March 2023 is £12,151.00.

**f. Holton Parish Council Debit Card**

The Clerk to apply for a Holton PC Debit Card .

**It was proposed by Brian Pridmore and seconded by Robert Barter that the Clerk's report be accepted, cash balances reconciled and all accounts paid. All Agreed**

**8. Contract of Employment**

Contract of Employment and various policies in progress. Holton Parish Clerk/Responsible Financial Officer job description has been sent to the Independent OALC Evaluator and a further job evaluation questionnaire to be completed.

**9. Standing Orders:**

The updated Standing Orders 2022 have been circulated and adopted. The Monitoring Officer has replied regarding the Code of Conduct and Standing Orders and the following was agreed and adopted. 'A decision as to whether to grant a dispensation shall be made by a meeting of the Council, or committee or sub-committee for which the dispensation is required and that decision is final. If the meeting is unable to reach a decision on whether a dispensation can be given, the matter shall be referred to the Monitoring Officer'.

Proposed Brian Pridmore and seconded by Robert Barter.

**All agreed**

**10. Churchyard extension land.**

A copy of the transfer document has been received and there is a need to clarify if the Rev, David Hawkes is the Incumbent of the benefice and the address of the vicarage.

**12 Planning Applications None**

**13 Planning Decisions: South Oxfordshire District Council:**

P23/S3343/HH. Telyn Cottage, Holton. OX33 1PS

Rebuild and extension of existing single-storey front porch and proposed rear facing first floor bay window and painting of existing barge boards, soffits, and existing windows.

**Granted**

**14. Reports**

Holton Village Hall Management Meeting. Advent Windows throughout the village proving very successful. The Defibrillator has been purchased with the help of a 50% Government Grant of £750 and will be in place by the new year. Carols round the village on December 17<sup>th</sup> finishing at the Village Hall.

Orchard Committee – Pruning workshop on Saturday 20<sup>th</sup> January 2024. 10-12 noon. Grant applied for another teak seat.

Brookes Liaison Group – Report on the meeting with Savills and Crest Nicholson on Monday 20<sup>th</sup> November at Wheatley Parish Office. Changes have been made to the layout in accordance with some comments from Wheatley and Holton. Some improvements to the layout of the Sports Pavilion. An area made available in the boundary layout to allow for a footpath to Holton.. The landowner Bulmers to be contacted and to start the negotiations to purchase a strip of land to form a footpath alongside boundary with the Church area.

Dr Rogers Trust – Annual Report and Accounts circulated. Jackie Read has retired as a Trustee and Andrea Pridmore has kindly agreed to take on the role of Trustee.

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

Neighbourhood Plan Referendum resulted in a vote 'Yes' for the Referendum. The number cast in favour of a Yes – 514 and the number cast in favour of a No – 72. Turnout 16.39%.

Gigaclear will be holding an information evening in Holton Village Hall on Friday 12<sup>th</sup> January at 7.00 pm. Gigaclear have started to roll out the build in Holton.

Wheatley Park School Prize Giving on Wednesday 13<sup>th</sup> December. The £50 Prize from Holton PC was rolled over from last year as a Prize Giving was not held.

**16. Items for referral to a future meeting:** Response from the Enforcement Officer concerning St. Andrews Field and other Enforcement issues.

**17. Date of next meeting. The next Parish Council Meeting will be held on Monday 8<sup>th</sup> January 2024 starting at 7.00 pm. The meeting closed at 8.10 pm.**