

**Holton Parish Council meeting was held on Monday 12th December 2022  
starting at 8.00 pm in Holton Village Hall**

**After an Open Meeting held at 7.00 pm to discuss and comment on Oxford Brookes  
University Planning Application: P22/S3975/O**

**Present:**

Chairman - Robert Barter  
Vice-chairman – Allan East  
Councillor – Andy Murray  
Councillor – Roger Farrow  
Parish Clerk - Sonja Barter

**Also present:** 9 residents of Holton plus the 5 above, Wheatley Parish Council Chairman and one Wheatley Parish Councillor.

It was agreed at the Open Meeting to circulate the village with a flyer setting out the concerns regarding access and the traffic issues for the local community with the access restricted to just the Waterperry Road and asking residents to send their comments to SODC Planners. The consultation deadline is 20<sup>th</sup> December and the flyer will be produced and delivered as soon as possible to allow for responses by the deadline. All those present will be sending their comments to SODC.

1. **Apologies:** Councillor Brian Pridmore
2. To confirm the minutes of the meeting of the council held on Monday 14th November 2022 which had been circulated to all councillors before the meeting. .

The Minutes were confirmed. Proposed by Andy Murray and seconded by Robert Barter.

**All agreed**

**OPEN FORUM**

Kevin Heritage and Eileen Race raised their concerns and opposition to the development at St Andrews Field, Holton and their responses to the Planning Appeal APP/Q3115/W/22/3307594 .

**Item 11. Planning Applications brought forward from the Agenda.**

Planning Appeal APP/Q3115/W/22/3307594

St Andrews Field, Holton. OX33 1PZ

The question of whether two of the Councillors present had an interest to declare was discussed. The two councillors considered that they had no interest to declare and this was accepted. It was proposed by Andy Murray and seconded by Allan East that the Parish Council would continue to object to the proposals set out in the

Appeal document and the Chairman would draft a response and circulate for comment. The deadline for submission of comments is 10<sup>th</sup> January 2023.

**All agreed**

**3. District and County Councillor Reports – None**

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

Orchard boundary and fencing work to go ahead as soon as possible.

Parish Council email address: Andy Murray not able to resolve the problem and will be in contact with TEEC the website designer. The Clerk to forward the TEEC invoice and contact details.

Civility and Respect Pledge – This was discussed but it was felt that the Parish Council needed to look into certain aspects such as a Contract of Employment for the Clerk, and look at and update our practices.

The model form of the National Associated of Local Councils Contract of Employment was provided by the Clerk as well as a copy of a draft Written Statement of Employment Particulars. The Clerk advised on the basis of calculating the Parish Clerk salary was in line with the 2022-23 National salary awards based on spinal column points 24 and a hourly rate for Parish Clerks of £16.16 from 1 April 2022 backdated. Allan East was acquainted with the Green Book salary scales and will clarify and formalise a Contract of Employment.

The monthly working hours of 30 have been calculated and agreed after keeping monthly records over time of the hours needed to fulfil the role of Parish Clerk and Responsible Financial Officer for Holton.

Tommy Remembrance Figure – Brian Pridmore has now removed the Tommy Remembrance figure and stored away until next year.

Christmas lights set up on the tree on the green.

**5. Wheatley Park School Access**

Allan East and Andy Murray met the Wheatley Park School Headteacher Tim Martin on Thursday 17<sup>th</sup> November. Mr Martin agreed to look into a code locking system instead of a gate padlock as the Parish Councillors did not think that locking and unlocking the gate at certain times would be a workable or acceptable solution to enable Holton children to access the school. Allan East to go back to the School and obtain a written undertaking that this code lock system would be maintained during the lifetime of Mr Martin's tenure as Head Teacher of the school and that of Paul James of The River Learning Trust.

**6. The Definitive Map Modification Order application.**

No action at this time as the councillors present wished to await the outcome of further discussions with the headteacher about the gated access.

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

Terence House development. Parking on the village green and inconsiderate parking on the blind bend reported to Highways and Planners. The HPC Chairman visited the site and requested that a van was moved off the village green and that the builders show some consideration to the village and road users.

**8. Financial Matters**

a.	Accounts submitted for payment	VAT	Total inc. VAT
	Clerk's Salary December		455.00
	Wheatley Park School Prize		50.00
	Holton Village Hall Sound System		500.00
	Two door Steel cabinet Holton Archives	70.40	422.40
	Batteries Christmas lights		20.00
	SLCC Subscription		112.00
	HVH Hire 4 months to 12 December incl.		44.00

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

**Deposit £31,083.10                      Current £1,608.45**

**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. Precept (draft) 2023/2024**

A draft precept was considered at the November meeting and some changes made now at the December meeting, with an additional sum of £300 allocated to the Village Community Fund. The Precept for 2023/2024 was agreed at £19,744. The precept for the previous year was £19,737.

**It was proposed by Andy Murray and seconded by Allan East that the Clerk's Report be accepted, cash balances reconciled, the accounts be paid and the Precept for 2023/2034 accepted.**

**All Agreed**

**9. Churchyard extension land.**

Lawyers for both parties are completing the contract and apart from unexplained administrative delays between the legal offices there is no reason why the contract will not go ahead as planned.

**10. Playground Proposals**

Awaiting decision on grant funding and applying to other grant sources.

**11. Planning applications:**

P22/S4287/DIS. Terence House, Holton. OX33 1PS.

Discharge of Condition 9. Not subject to public consultation.

It was agreed to write to the Planning Officer to voice the concerns of the Parish Council that the drainage calculations do not take into account the problems on the site.

P22/S3975/O. Oxford Brookes University, Waterperry Road, Holton. OX33 1HX  
Outline Planning Application.

Vehicle access, demolition of all existing structures and redevelopment of the site with up to 500 dwellings. Creation of public open space, leisure, sport and recreation facilities, footways and cycleways.

The open meeting held earlier at 7.00 pm raised all the issues around access and the impact on the infrastructure of Wheatley and Holton within this new application with access to the whole site only via the Waterperry Road and not as originally planned through the Holton Park Drive access as well.

Taking all the points and concerns raised the Chairman will add to the draft response already circulated and submit and circulate further draft comments for approval and submission by 20<sup>th</sup> December 2022

**A Councillor was taken ill at this point and the meeting abandoned.**

**The meeting closed at 10.00 pm.**

**Uncompleted Business.**

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

None

**12. Reports**

Holton Village Hall Management Meeting.

Brookes Liaison Group –

Holton Orchard Committee -

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

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

**15. Date of next meeting. The next Parish Council Meeting will be held on Monday 9th January 2023 starting at 7.30 pm**