

Holton Parish Council meeting was held on Monday 10th July 2023 starting at 7.00 pm in Holton Village Hall Committee Room

Present:

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

1. Apologies: Charli Keely

2. To confirm the minutes of the meeting of the council held on Monday 12th June 2023 which had been circulated to all councillors before the meeting.

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

All agreed

3. Declarations of Interest – none

OPEN FORUM

No members of the public in attendance

4. District and County Councillor Reports –

Tim Bearder has circulated a Oxfordshire County Council newsletter for July

5. Matters Arising from the Minutes:

None

6. Traffic, Road and Highway Matters

Village Verge Management - Prior to the meeting Allan East circulated some notes on the species already found in the village verges and a suggested programme of cutting and picking up arisings. BGG contractors had met with Parish Councillors and agreed to cut the verges as indicated on the verge map. It was agreed to go ahead with this cut now and then a complete cut in late October.

Discussion on the future management of the verges using nature-friendly techniques helping to develop them into flower rich and plant diverse areas that support wildlife. Bearing in mind the needs and safety of all road users.

Costs likely to increase with a more labour intensive management regime.

Consider identifying certain areas of verge and managing these in a nature friendly way alongside the regular cut for the rest of the village.

The village mowing and maintenance costs so far this year to September to be provided for the September meeting and further discussion at that meeting on the grass cutting/village maintenance budget.

Allan East to produce a note about the verge management proposals for the August HWW News (deadline for copy 20th July).

Verge Posts outside Wheatley Park School – await the quote from Richard Taylor.

7. Financial Matters

a.	Accounts submitted for payment	VAT	Total inc. VAT
	Clerk's salary		485.00
	Eugenia Skelly Internal Audit 22/23		119.00
	Holton Village Hall Meeting room hire		51.00
	Oalc R & R Online Course	16.00	96.00
	Earthwrights final payment	3,164.40	18,986.40
	R. Taylor Orchard	55.70	334.20
	R. Taylor Churchyard	51.00	306.00
	R. Taylor Village maintenance	36.00	216.00

Receipts: Capital Grant from SODC SCAP22-23: £11,632.00

b. Bank balances after paying above amounts and monies received

Deposit £5,621.00 Current: £1,183.35

c. Monthly Cash Reconciliation with Bank Statement

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

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

8. Clerk's Contract of Employment

A Holton Parish Council Personnel Committee comprising of Brian Pridmore and Charli Keely to be formed to engage in completing a Parish Clerk Contract of Employment for the present and future clerks. Log-in details for OALC and NALC to be provided by the Clerk.

9. Churchyard extension land.

Progress report - The Church solicitors are still awaiting the transfer documents from Richard Hunt's solicitors.

10. Playground Equipment

ROSPA report received. Insurers do not require a disclaimer notice to be displayed but require that the equipment is checked on a weekly basis and an up-to-date ROSPA certificate in place. A notice stating that 'Any issues with or damage found in the orchard play equipment should be reported to the Holton Parish Council Clerk (email)'. A notice to this effect to be put on the VH Notice Board, the Holton PC website and the Monthly News.

Future provision for Play equipment maintenance and replacement to be discussed and included in the precept budget set for 2024/2025 at the end of 2023.

11 Planning Applications

P23/S2144/FUL. Oxford Brookes University, Holton. OX33 1HX.

Use of Blocks A, D and M as boarding/guests/hotel accommodation (Retrospective Application).

Comments: No fundamental objection but wish to make the Planning Authority aware of issues raised by students also living on the campus which were brought to the attention of Holton Parish Council who raised these issues with the University. Letter attached.

P22/S3975/O. Oxford Brookes University, Holton. OX33 1HX.

Amendment No. 6. Additional information.

Response due by 14th July – Brian Pridmore and Robert Barter to work on a response to this additional information and circulate.

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

P23/S1814/LDP. Holton Park Cottage, Holton. OX33 1PR

Proposed gym outbuilding .

Lawful development – does not require planning permission.

P23/S1391/LDE. Home Farm House, Holton. OX33 1QA

Construction of new garage and formation of hardstanding.

Planning permission required.

13. Reports

Holton Village Hall Management Meeting. Film Night (Operation Mincemeat) held on Friday July 4th. Forthcoming events Friday 11th August 6pm Family Barbeque in the Orchard with Bar, Saturday 23 September Apple Pressing and Holton Archive Day.

Brookes Liaison Group – Useful teams meeting with Will Sparling (Planning Officer). A meeting has been arranged with the Liaison Group and Savills representing Crest Nicholson in Holton Village Hall 7.00 pm Tuesday August 1st.

Holton Orchard – Coronation Bench delivered and in place in Orchard.

Tree Wardens – Dominique and Kieron Smith have taken on the role of watering and checking the Field Maple tree which OCC planted on the verge as part of a county wide village tree scheme.

14. Publications/Letters and forthcoming events.

15 Items for referral to a future meeting

The Bus Shelter Notice Board is in need of repair and re-painting . A local painter has agreed a quote of £60.00 plus paint to do the work required. It was agreed to carry out this work. Proposed Allan East and seconded Andy Murray.

Allan East reported that Wheatley Park School site manager Tina Flannery had informed him that the boundary gate locking device was missing a handle.

16. Date of next meeting. The next Parish Council Meeting will be held on Monday 11th September 2023 starting at 7.00 pm. The meeting closed at 9.10 pm.