

HORNTON PARISH COUNCIL

28 April 2021

To all members of the Parish Council

Your attendance is requested at the Annual Meeting of the Parish Council to be held online on Tuesday, 4 May 2021 at 7.30pm

AGENDA

1. To elect the Chairman of the Council and signing of the Chairman's Declaration of Acceptance of Office
2. To elect the Vice Chairman of the Council and signing of the Vice Chairman's Declaration of Acceptance of Office
3. To receive apologies for absence
4. To receive Declarations of Interest
5. To receive update reports from Cherwell District Council and Oxfordshire County Council
6. To approve the accuracy of the minutes of the Parish Council meeting held on 15 March 2021
7. Matters arising from the Minutes
8. Finance Report
 - 8.1. Approval is requested for the following payments:

Payee	Details	Payment	Account
Castle Water	Pavilion DD	£6.81	Pavilion
BT	Pavilion DD	£35.99	Pavilion
SSE	Electricity bill Pavilion DD	£875.85	Pavilion
SSE	Electricity bill Pavilion DD (based on meter reading, 1st of 3 instalments)	£572.35	Pavilion
SSE	Electricity bill Pavilion DD (2 nd of 3 instalments)	£572.36	Pavilion
F. Donaldson	April: Clerk's allowance	£6.00	PC
	Clerk's salary	£214.44	
	Mileage (deliver financials to RFO)	£13.50	
	Computer Mouse	£23.95	
	Ink cartridges	£40.95	
	Zoom monthly membership	£14.39	
	Total: £313.23		
F. Donaldson	May: Clerk's allowance	£6.00	PC
	Clerk's salary (estimated)	£214.39	
		Total: £220.39	
F. Donaldson	June: Clerk's allowance	£6.00	PC
	Clerk's salary (estimated)	£214.39	
		Total: £220.39	
L Wilkinson	April: RFO allowance	£4.00	PC
	RFO salary	£128.68	
		Total: £132.68	
	May: RFO allowance	£4.00	
RFO salary (estimated)	£128.48	PC	
	Total: £132.48		

	June: RFO allowance RFO salary (estimated)	£4.00 £128.48 Total: £132.48	PC
HMRC (repay L Wilkinson)	Income tax month 11& 12 (2020-21)	£171.20	PC
HMRC	Income tax month 1 (2021-22)	£85.40	PC
TaxAssist Accountants	Payroll services 6/4/21-5/4/22	£276.71	PC
Community First	Membership renewal (S137)	£55.00	PC
Fir Tree Falconry	Mole control – verges	£75.00	PC
Clarke Saunders Acoustics	Acoustic Consultancy Services	£900.00	Motocross (residents' donations)
Martin Leay Associates	Wroxton Motocross consultancy work	£9,486.06	Motocross (residents' donations)
Hugh Richards Barrister	Wroxton Motocross consultancy	£2,790.00	Motocross (residents' donations)
Repay S Woodcock	Motocross expenses: Banbury Print Design Postage Home printing/paper/wallets	£81.90 £14.34 £6.20 Total: £102.44	Motocross
Jane Olds	Internal audit 2020-21	£130.00	PC
Paul Burden	Fuel for strimmer	£14.30	Playground
Cherwell DC	Emptying dog bins	£180.67	PC
Steve Davies	Tarmac pavilion driveway	£4,600.00	Pavilion
B&H Transport Ltd	Tarmac	£6000.00	Pavilion

8.2 Income received:

Organisation	Details	Amount	Account
CDC	Precept (1 st instalment)	£5,000.00	PC
Residents	Donations to fund consultancy work on Motocross application	£14,392.00	Motocross
Thames Water	Contribution to Pavilion driveway	£5,300.00	Pavilion

8.3 Bank balances as of 30th April 2021:

Bank Statements

PC Current	£ 54,033.57
PC Savings	£ 26,217.60
Total	£ 79,251.17

Committee Balances to 31st March 2021:

8.4 To authorise PC accounts for Financial Year 2020-21

	HPC	Jumpa	Pavilion	Motocross	Playground	Grand Total
Balance B/F (as of 31/03/20)	£12,577.89	£5,716.39	£6,330.58	£0.00	£33,089.53	£57,714.39
Total Payment (exVAT)	£11,462.31	£520.81	£5,178.11	£2,991.50	£241.72	£20,394.45
VAT payment	£805.09	£2.42	£652.16	£598.30	£32.93	£2,090.90
Total Receipt (inc VAT repayment)	£13,603.27	£1,317.50	£1,860.84	£3,792.66	717.7	£21,291.97
Balance (as of 31/03/21)	£14,718.85	£6,515.50	£3,665.47	£1,399.46	£33,598.44	£56,521.01

- 8.5 To receive Internal Audit Report and note recommendations
- 8.6 To authorise Annual Governance statement for 2020-21
- 8.7 To authorise Accounting Statements for the Annual Return for 2020-21
- 8.8 To authorise dates of Electors' Rights
- 8.9 To consider purchase of '20s Plenty' signs at the cost of up to £150
- 8.10 To resolve setting up CCLA Public Deposit Fund for playground reserves
- 8.11 To consider setting up bank account with Unity Trust
- 8.12 To consider setting up debit card for use by the Clerk /RFO
- 8.13 To note that Hornton PC has completed the re-declaration of compliance with the Pension Regulator
- 9. Planning Report
- 9.1 Planning applications received:

Reference No.	Location	Proposal/ Description	Validated	Status
21/01101/TCA	Eastgate Cottage Eastgate Hornton OX15 6BT	T1 x Birch - re-reduce by 3 metres. H1 x Cypress) - re-reduction in height back to previous poplar. G1 x re-pollarding back to previous.	29/03/2021	Case Officer assigned

9.2 CDC Decisions Outstanding:

Reference No.	Location	Proposal/ Description	Status	PC Decision
21/00766/OUT	Varneys Garage Quarry Road Hornton Banbury OX15 6DF	Outline application for redevelopment of existing car repair/sales, scrap yard/waste handling depot to residential development for 3 no dwellings (resubmission of 18/00568/OUT)	Under consultation	
21/00623/TCA	Cherry Orchard Millers Lane Hornton OX15 6BS	T1 - Leylandii - fell due to overshadowing of gardens and instability in high winds T3 - Variegated maple - crown thin by 30% T4 - Magnolia - crown thin by 30% T2 - Laurel shrub - reduce crown by 70% due to overshadowing of gardens Leylandii hedge between Cherry Orchard and Stonehaven - remove due to disease and replace with beech hedge.	Under consultation	No Objections
21/00517/F	Land Used For Motorcross Stratford Road A422 Wroxton OX15 6HX	Creation of a motocross track and soft landscaping scheme and the change of use of agricultural land to hold moto-cross events including set-up, take down and private practice sessions, with associated camping site, for up to 65 days per year and agricultural grazing (retrospective).	Under consultation	Objections
21/00813/F	Old Orchard The Green Hornton Banbury OX15 6BZ	Single storey rear kitchen extension with associated works and reinstatement of integral garage.	Under consultation	No objections

<u>Reference No.</u>	<u>Location</u>	<u>Proposal/Description</u>	<u>Decision</u>
21/00863/TCA	Gracelands Millers Lane Hornton OX15 6BS	T1 x Spruce. Reduce by 35% and shape.	PC - No objection CDC – Application Permitted
20/03489/TCA	The Old Coach House West End Hornton OX15 6DA	T1 x split Willow - Requires pollarding as close to power lines.	PC - No objection CDC – Application Permitted
20/02850/F	Foxgloves Millers Lane Hornton Banbury OX15 6BS	Widening of the means of access, formation of additional hardstanding to provide increased parking area, felling of two trees and rebuilding of natural stone faced retaining wall.	PC – No objections CDC- Application Permitted
21/00269/TCA	St John The Baptist Church Church Lane Hornton OX15 6BY	T1 Norway Spruce. T2 Yew. T3 Holly. T4 Blue Cedar.	PC – No objections CDC – Application Permitted
20/02453/F	Hornton Grounds Quarry Hornton	A fuel depot including ancillary offices, the installation of plant and hardstanding.	PC - Objections CDC - Application Refused
21/00164/TCA	Greenhaven Pages Lane Hornton OX15 6BX	G1 x Various - Re-reduce fruit trees back to previous. T1 x Pear - Re-reduce back to previous.	PC – No objection CDC - Application Permitted
20/02460/F	Old Poplars Farmhouse Eastgate Hornton OX15 6BT	Erection of a stable / field shelter in top field.	PC – No objections CDC - Application Permitted
20/03063/TCA	The Gables Millers Lane Hornton OX15 6BS	T1 x Portugese Laurel - Fell as the tree overhangs a public footpath, the neighbouring roof and a stone wall. A large branch is split and on closer inspection the entire trunk is split. The tree is in a dangerous condition.	PC – No objections CDC - Application Permitted
20/03397/LB	Crosby Millers Lane Hornton OX15 6BS	Re-instatement of a thatched roof and roof structure together with repairs to the stone walls at roof level and rebuilding of a chimney.	PC – No objections CDC - Application Permitted
20/03396/F	Crosby Millers Lane Hornton OX15 6BS	Re-instatement of a thatched roof and roof structure together with repairs to the stone walls at roof level and rebuilding of a chimney.	PC – No objections CDC - Application Permitted

Decisions made:

10. Confirmation of arrangements for insurance cover in respect of all insurable risks
11. Review of the Council's subscriptions to other bodies
12. Determining the time and place of ordinary meetings of the Council up to and including the next annual

- meeting of the Council
13. Adoption of Parish Council policies:
 - 13.1 *Standing Orders - to be reviewed*
 - 13.2 *Council's complaints procedure – to be reviewed*
 - 13.3 *Accessibility Statement – to be reviewed at July meeting*
 14. Motocross – *update*
 15. GDPR:
 - 15.1 *Village email list*
 - 15.2 *Allotment tenants*
 16. Recruitment of new Councillor - *Appoint Councillor responsible for website*
 17. Community Emergency Plan – *Appoint Councillor to draw up plan*
 18. Spring Clean 2021 – *10 am Saturday, 22 May*
 19. Review of terms of reference for committees
 20. Pavilion Report :
 - 20.1 *to consider options to reduce cost of electricity bill*
 21. Allotments Report
 22. Roads & Highways Report
 23. JUMPA Report
 24. Playground Report
 25. Correspondence received
 26. Other items to note
 27. Dates of meetings for the next financial year 2021-2022:

Monday, 12 July 2021
Monday, 13 September 2021
Monday, 8 November 2021
Monday, 6 December 2021
Monday, 14 February 2022
Monday, 14 March 2022
Monday, 25 April 2022 – Parish Meeting
Monday, 16 May 2022 – Annual Meeting

Fiona Donaldson
Clerk to the Council