

**HORNTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE
CHAPEL ON
MONDAY 2 FEBRUARY 2015 AT 7.30pm**

Present: Chairman John Offord and Councillors Burden, Griffiths, Jarrett and Wain.

Also in attendance: Clerk & RFO Katherine Mills

1. Apologies

CLlr Tim Hewlett gave his apologies and these were accepted.

2. Declarations of Interest

There were no declarations of interest.

3. Public participation session with respect to items on the agenda

None.

4. Minutes and matters arising – to confirm the minutes of the previous meeting on the 24 November 2014 and any matters arising from those minutes.

4.1 Minute 9 Subcommittee insurance split - the RFO had not yet received a cheque for the insurance split from JUMPA or the Playground.

ACTION: Cllrs Griffiths and Burden to remind the Treasurers of JUMPA and the Playground.

4.2 The minutes were confirmed and signed by the Chair

5 Finance Report.

5.1 Cheques agreed for signature:

Payment	Amount	Cheque no.
Katherine Mills Clerk & RFO salary February	£238	428
The Gossip	£250	429
HPC loan repayment to Playground	£2,300	430
Calendar fund raiser donation to the Pavilion	£415.25	431
Calendar fund raiser donation to Hornton Church	£415.25	432
Katherine Mills expenses Nov 14 to Jan 15	£40.63	433
Katherine Mills Clerk & RFO salary March	£238	434

5.2 Payments made since the last meeting:

Payment	Amount	Cheque no.
Katherine Mills Clerk & RFO salary Jan & computer payment	£251.72	427

5.3 Account balances:

PC Main	£5,086.44	30/12/14
PC Reserve	£6,117.91	30/09/14
Playground main	£16,100.23	30/10/14
Playground Reserve	£28,880.80	30/09/14
Pavilion Main	£18,653.83	30/12/14
Pavilion Reserve	£3,150.86	30/06/14
JUMPA Main	£3,453.22	30/12/14

5.4 The Parish Council carried out an annual review of the internal audit arrangements. The internal audit had been kindly carried out on a voluntary basis by Graham Hall in recent years and the Parish Council wished to thank him for all of his time and assistance.

As part of the annual review the RFO had liaised with other RFO's in the area and advised that, with the continual increase in government financial regulations, other local Parish Councils carried out their internal audit with Arrow Accounting; the company specialised in government financial regulations and provided the RFO with support and advice throughout the financial year. This option was discussed by councillors and the impact of recent changes to the roles of Clerk & RFO and the Parish Council membership were considered.

The employment of Arrow Accounting as internal auditors for Hornton Parish Council was APPROVED and a Letter of Engagement was signed by the Chair and Clerk & RFO.

6. Precept – Cherwell District Council (CDC) revision of precept grant

6.1 The RFO had been advised by CDC of a change to Grant for Council Tax Reduction Scheme. This had been reduced from £437 to £151.33 for Hornton. The RFO had therefore resubmitted the Hornton PC precept requirements to CDC with an amount to be raised by Council Tax of £8848.67.

7 Planning Report

Cllr Wain advised that the primary school had put in a planning application for replacement of the school front door, to be replaced with a rosewood plastic door. Cllrs discussed if this was in the conservation area and would wait for the circulation of the planning application for further details.

Pending Consideration

15/00032/F Jubilee House, Bell Street

Permission granted

14/01649/F
Pro Garden Ltd
Hornton Quarry

14/00433/TCA
Elmbank, 3 Millers Lane
Fell scots pine

Withdrawal of Planning Application

14/01931/F
Jubilee House, Bell Street

8. Risk Assessment

The Risk Assessment had been circulated in advance of the meeting and reviewed by the cllrs.

The document was **APPROVED** at the meeting.

9. Website – update on the village website

Cllr Wain reported that he had received the new version of the website and would schedule a meeting with James Prentice to discuss the new version and to send out a sample to residents. The new version was more concise, would have a calendar for village events and a section specifically for PC news and this would include planning information.

The aim was for residents to have access to a simple, up to date and modern website that would be a first point of reference.

10. APM – to discuss the agenda for the APM

A possible agenda for the APM was discussed. It was agreed that a short village questionnaire could be circulated in advance of the meeting and the results then discussed at the APM. It was hoped that village residents may attend the APM to meet the cllrs and discuss the questionnaire results and village matters.

Reports would be given from the main village associations (PC, Pavilion, JUMPA, Playground) and all village clubs and associations would be invited to come along to the meeting to present a short report or to send a report to the Chair or Clerk to be presented at the meeting.

ACTION: Clerk to send list of PC responsibilities to Cllrs and a list of questions to be put together for the questionnaire.

11. Correspondence

11.1 Npower and unmetered supply refund

The Clerk had been in contact with Npower to arrange a refund for the unmetered electricity supply. This would be back dated to October 2013. The Clerk would report back to the cllrs when she had further information on the receipt of the refund

11.2 Parish Notice board and kissing gate repairs

Quotes had been received from David Miles for a new notice board and repairs to the kissing gate which had been agreed by the Parish Council.

ACTION: Cllr Burden to contact David Miles regarding a possible date for the work to be carried out.

11.3 Perkins Bank grass cutting contract

The Clerk had received correspondence from Brian Collins, the Landscape Officer at CDC, which confirmed that the bank in front of Perkins Close was on the CDC inventory for the current financial year and forms part of the general maintenance contract in 2015-16.

11.4 Defibrillator

The Clerk had not yet researched the purchase of a defibrillator for the village.

ACTION: Clerk to contact other PC's that had already purchased a defibrillator.

11.5 Cllr Burden reported that Western Power had carried out maintenance work on the overhanging branches along the bank by the Pavilion play field.

11.6 Cllr Hewlett reported that all village street lamps had been replaced.

12 The Green and village benches

12.1 The issue of the Green and the deteriorating condition of the posts had been raised by village residents and had consequently been discussed at the previous PC meeting. Cllr Hewlett, who could not attend this meeting, had suggested replacing the wooden posts with lumps of Hornton stone and details of the proposal were read out by Cllr Wain.

The proposal was discussed. Cllr Griffiths had spoken to Jenny Bowes who, having been involved in the costing and fund raising for the wooden posts, was concerned about the removal of the posts.

The legal position of the use of stones was also discussed and a member of the Parish Council would attend a forthcoming OCC presentation to establish the latest legal position on village greens. It was agreed that options for the Green could be on the village questionnaire in order to invite village opinion on the matter.

ACTION: Clerk to report back on legalities of the use of stone

12.2 **Village benches** It was noted that the bench on the village green was rotting and needed to be replaced. Cllr Burden had some donations towards a village bench in memory of Jenny and the Chair suggested the PC could donate half the cost of a new bench. Cllr Burden would report back on the cost of a bench similar to those in the playground with cast iron ends. Cllr Burden would also carry out a survey of all village benches.

ACTION: Cllr Burden

13 Spring Clean

The Clerk had not yet received information from CDC regarding the annual Spring Clean but would liaise with CDC and would arrange a date with Cllrs.

ACTION: Clerk to contact CDC

14 Allotments Report

Cllr Burden reported that the village Open Gardens would include the allotments and had

been advertised in The Gossip to take place on the 28th June 2015. A couple of residents had decided to end their use of the allotments but new residents would take over the free allotments. A patch of land at the end of the allotments was available for use as a Community Fruit Orchard but needed to be cleared. Fruit trees and bushes could be grown here and it was also possible to plant and grown Christmas trees on the patch of land for future PC use. The PC currently had a Christmas tree for next year but not for future years. JUMPA also had land available to grow Christmas trees. Cllr Burden would look in to the possibilities and would report back to the PC.

ACTION: Cllr Burden to investigate Christmas tree options

15 Playground Report

There was no report.

16 Hornton Pavilion Report

Cllr Wain reported that the Pavilion committee had not had a meeting since the last PC meeting. The Pantomime would raise funds for the Pavilion. Extra lighting had been put along the roadway to the Pavilion and were on censor. Cllr Barratt would liaise with Glen Walther regarding repairs to the footpath to the Pavilion. **ACTION:** Cllr Jarrett to contact G Walther.

17 JUMPA Report

There was no report.

18 Roads and Highways

Cllr Hewlett had submitted a report. Potholes and broken verges on the approach to Hornton via Bell Street had been repaired in December 2014 and potholes in Eastgate had been repaired in January 2015. Cllr Hewlett put forward a proposal to the PC to reduce the speed limit in Hornton to 20mph. This was discussed by the cllrs who queried cost implications and would ask Cllr Hewlett to advise on this issue. It was agreed that this should be a question on the village questionnaire and would be an agenda item for the next PC meeting.

ACTION: Cllr Hewlett to report on cost implications of a 20mph speed limit.

ACTION: Clerk to include as an agenda item.

19 AOB

19.1 Broadband - Cllr Wain reported that he had liaised with BT regarding broadband in the village. Unfortunately there had been little progression the service provision for Quarry Road. An option of specialised boxes on telegraph poles was a possibility but the technology was not yet available. The installation of the main box had been scheduled for the New Year but had not yet been completed. Cllr Wain would request feedback from BT.

ACTION: Cllr Wain to contact BT.

19.2 Primary School update – Cllr Wain had attended the Governing Body meeting at the school and would forward the official minutes to the PC. He summarised as follows:

- The school had a pupil capacity of 105 and currently had 70 pupils and predicted 80 pupils for the following academic year.
- The school had given positive feedback on the current progress and had good ideas for development such as the Reading Initiative. Several school trips had been organised.
- Pupils were hitting or were above the national attainment levels.
- The school was seeking volunteers to help with the wildlife area.
- Cllr Wain would request that the issue of parking at school drop off times be an agenda item for the next Governing Body meeting

19.3 Cllr Jarratt reported that a resident had asked the parking on the pavement along Millers Lane to be mentioned at the PC meeting.

19.4 The Cllrs signed an Electronic Service of Summons consent form to officially agree to agendas being sent by email rather than by post.

(The meeting closed at 9.15pm)

John Offord, Chairman

2 February 2015