

**HORNTON PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ONLINE
ON MONDAY 14TH SEPTEMBER 2020 AT 7.30pm**

Present: Councillors Mckenzie, Offord, Tilling, Overton, Woodcock, Hewlett and Wain

Also in attendance: Clerk & RFO Cindy Koberl

1. APOLOGIES

Apologies were given by Cllr. Burden and these were accepted.

2. DECLARATIONS OF INTEREST

Cllr. Offord declared an interest in planning application 20/01957/F and 20/01958/LB as the owner of the property.

3. PUBLIC PARTICIPATION SESSION

None.

4. MINUTES AND MATTERS ARISING - TO CONFIRM THE MINUTES OF THE PREVIOUS MEETING HELD ON 6TH JULY 2020 AND ANY MATTERS ARISING FROM THOSE MINUTES.

4.1. The minutes were **approved** as an accurate record of the meeting and signed by the Chair.

4.2. Matters arising:

Minutes 17 Footpath between Jumpa and Pavilion –

Cllr. Woodcock reported the work due to start last week was delayed because of problem of Covid-19.

Minutes 7 Covid-19 Community Support –

The Parish Council kept the “buddy system” (community support) in place until further review.

Minute 9 Pavilion Car Park –

Thames Water was investigating the responsibility of the road maintenance in general as well as the necessary repair after the sewage work in 2014. Thames Water arranged to meet with the parish council on 22nd September to resolve this issue. **Action: CK**

Minutes 5.2 Annual Report –

Hornton Parish Council Annual Report was submitted to external auditor Moore on 10th July and the acknowledgement of receipt was received on 13th July.

Minutes 5.6 Internal Auditor –

There was no requirement for a person providing the internal audit role to be professionally qualified, but it was essential that competencies be sought and independence was required. The Parish Council would start to look for suitable candidates. **Action: KW/CK**

Minutes 8 Village Parking –

Cllr. Offord and Cllr. Overton walked round the village to identify parking issues following the fire incident. Various spots and methods were discussed, it was agreed that parking on the bend outside the chapel should be discouraged by signage.

Action: AO

Minutes 9 Footpaths –

The missing stile of footpath between Holloway and Hornton Grounds was reported to the landowner, the landowner immediately installed a gate as corrective action. The padlocked gate of the north path from West End was not public rights of way so no further action required.

Minutes 16.2 Lime trees in the green –

The clerk contacted Acreman's Arboriculture who carried out the lime tree pollarding for the parish council 5 years ago and he confirmed it would be good to take back to the framework once again. Ben would apply for the planning and schedule the work in.

Action: CK

Minutes 16.4 Response from the hunt –

Warwickshire Hunt confirmed to the Chairman of the parish council that there would be no use of public footpaths by its members and they would not lay trails along or near the boundaries of Hornton.

Minutes 16.5 Pavement/path maintenance –

Oxfordshire County Council would cut overhanging branches obstructing pavement and path as law enforcement. Should an issue was be raised to the parish council, the clerk would contact the owners for awareness when there was no immediate risk.

Action: CK

5. FINANCE REPORT

5.1. The following payment was **approved**.

Details	Account	Payment
C. Koberl Printer Cartridges	PC	£ 21.79

5.2. Payments made since the last meeting:

Statement Date	Details	Payment Method	Account	Payment
06/07/2020	Castle Water	DD	Pavilion	£ 7.94
08/07/2020	C. Koberl Zoom Pro online meeting subscription	Online	PC	£ 14.39
09/07/2020	BT	DD	Pavilion	£ 35.99
28/07/2020	PPL/PRS Music licence for pavilion	DD	Pavilion	£ 128.40
28/07/2020	C. Koberl Allowance	SO	PC	£ 9.00
28/07/2020	C. Koberl Salary	SO	PC	£ 309.00
05/08/2020	Castle Water	DD	Pavilion	£ 7.94
10/08/2020	BT	DD	Pavilion	£ 35.99
17/08/2020	SSE Southern Electric	DD	Pavilion	£ 278.64
28/08/2020	C. Koberl Allowance	SO	PC	£ 9.00
28/08/2020	C. Koberl Salary	SO	PC	£ 309.00
04/09/2020	A. Harris Hornton Tennis Programme	Online	Jumpa	£ 508.72
07/09/2020	C. Koberl Zoom Pro online meeting subscription	Online	PC	£ 14.39
07/09/2020	Castle Water	DD	Pavilion	£ 7.94

5.3. Bank balances as of 7th September 2020

Bank Statements

PC Main	£36,271.76
PC Business	£26,216.05
Total	£62,487.81

Committee Balances

	HPC	Jumpa	Pavilion	Playground	Grand Total
Balance B/F (as of 06/07/20)	£18,450.90	£5,924.38	£5,879.11	£33,774.11	£64,028.50
Total Payment	£664.78	£508.72	£502.84	£0.00	£1,676.34
Total Receipt	£0.65	£0.00	£135.00	0	£135.65
Balance (as of 07/09/20)	£17,786.77	£5,415.66	£5,511.27	£33,774.11	£62,487.81

5.4. Payments authorisation

The RFO had been requesting payment authorisation from signatories via emails rather than obtaining signatures for all the invoices received since the lockdown in March. The Parish Council **approved** to continue authorising payments via emails.

6. PLANNING REPORT

6.1. The Parish Council was considering:

Reference No.	Location	Proposal/ Description	Validated	Status
20/02279/TCA	Norland House Millers Lane Hornton OX15 6BS	T1x -Crimson king Norway maple - re-reduce back to previous. T2 x -Holly - reduce height by 3 metres. G1x -Ash and Cypress G1 - reduce height to match T2. T3 x- Walnut -re-reduce back to previous. T4 x -walnut- pollard to approximately 5 metres	20/08/20	Case Officer Assigned

6.2. Under Consultation - Cherwell District Council:

Cllr. Offord left the meeting during discussion of 20/01957/F and 20/01958/LB

Reference No.	Location	Proposal/ Description	Validated	Status
20/01957/F	Mullions Bell Street Hornton OX15 6DB	Removal of existing wooden shed and new wooden double garage to be constructed	11/08/20	Under Consultation
20/01958/LB	Mullions Bell Street Hornton OX15 6DB	Removal of existing wooden shed and new wooden double garage to be constructed	11/08/20	Under Consultation
20/01849/F	Hillview Millers Lane Hornton OX15 6BS	Two storey extension, single storey extension, replacement window casements and removal of garden walls	10/07/20	Under Consultation

6.3. Application Permitted:

Reference No.	Location	Proposal/ Description	Validated	Status
20/01791/TCA	Sheraton Bell Street Hornton OX15 6DB	T1, T2 x Conifer/Leylandii - Fell because of excessive shading and blocking neighbour's light	08/07/20	Application Permitted
20/01535/LB	Bay Tree House Bell Street Hornton OX15 6DB	RETROSPECTIVE - To replace existing front door with identical new one; the restoration of middle panels of windows at front of house	25/06/20	Application Permitted
20/01463/TCA	The Dun Cow West End Hornton OX15 6DA	T1 x Sycamore - Fell as tree close to gas tank. T2 x Ash - Lift crown over parking area to 4.0m and reduce 2 nos laterals over parking area by 2.5m. T3 x Willow - Remove deadwood (exempt) G1 x Leylandii hedge - Fell/remove.	01/06/20	Application Permitted

7. MOTOCROSS

Cllr. Hewlett joined the meeting at 8.10pm.

Cllr. Offord updated the councillors that the landowner and Wroxton Motocross Track organiser was applying the Lawful Development Certificate (LDC) to legalise the use of land as motocross track. The application was requested by Cherwell District Council (CDC) after Hornton Parish Council (HPC) requested CDC enforcement to ensure the motocross events were operating within legal parameters. The issue was that the use of land was not the same as 10 years ago; HPC had no objection to a small local Banbury club 10 years ago but now it held world champion events. With international competitors and spectators, it became a significantly different and larger proposition.

A parishioner offered to provide funding to get professional advice which would not be paid through HPC but directly to professional advisors. This gave us the opportunities to access to resources we would otherwise not able to with the budget we had.

The current deadline for submission to comment on the planning is 23rd September; we asked this to be extended. I understood Shenington would also submit their objection. Currently there was no supportive comments for the planning, even from business benefiting from the trade submitted objections. There was one parishioner who confirmed he would submit his supportive comments to CDC but nothing in writing as yet.

Cllr. Woodcock commented the events could be interrupted due to Covid restrictions.

Cllr. Hewlett added the landowner and organiser had not been very helpful on our previous communication which made the issue more difficult to resolve.

A subcommittee within HPC consisted of 3 councillors was set up to deal with this matter more efficiently.

8. CHERWELL LOCAL PLAN 2040

Cllr. Woodcock attended a CDC Zoom meeting regarding Local Plan 2040 on 2 September. The key issues were developing a sustainable local economy, climate change and 'healthy place shaping (roughly improving quality of life). As part of the process CDC would ask for potential development sites to be identified. CDC would take suggestions, then "filter" them to construct a map of possible sites prior to local consultation.

Given that the plan will shape the next 20 years it was felt critical that we flag the elements in the plan that are important to us. In this regard it was thought that there should be consultation within the village, but CDC's deadline did not allow this.

CDC had however confirmed that they intend to undertake some form of local surveys in the coming months as they gather evidence for the new local plan. Cllr. Woodcock would contact CDC to clarify the schedule of local consultation and suggest delaying the deadline for parish councils' submissions. He would also ask on what criteria submissions would be judged for including, or not, on the site map.

The problem of light pollution from Banbury, suggested by a parishioner, would be incorporated in HPC's submission. **Action: SW**

9. COMMUNICATION PROCEDURE

Cllr. Tilling proposed to add clause 7(c) to HPC's standing orders which was **approved**.

"7(c) The councillors and its officer should have the opportunity to agree the content of all notices, reports, correspondence and publicity disseminated by the council before distribution to external audiences (in the Parish and beyond)."

The efficiency of email communication was discussed. Cllr. Wain would investigate if a better domain could be used to improve the capacity of email usage.

Action: KW

10. COMMUNITY TRANSPORT

ABILITY community transport started to offer registered users in Hornton the bus services to and from Banbury. Cllr. Hewlett would follow up on the bus usage. **Action: TH**

11. PAVILION REPORT

Cllr. Overton reported that the pumps for heating and solar power were not working. The electricity bill was higher in the winter to keep the heating going. The committee was investigating the possibility of improving the heating system. The committee was also looking into the reopening to ensure the building was prepared so Covid restrictions would be adhered to.

12. ALLOTMENTS REPORT

Cllr. Offord was informed by Cllr. Burden that IBC containers were in the process of being ordered. Cllr. Tilling said the crops were doing well apart from some damaged by the storm.

13. ROADS & HIGHWAYS REPORT

Cllr. Hewlett reported the 30 mph zone sign on Bell street was finally replaced. There were pothole courses for highway volunteers which he would consider to take when spare time became available. The Speedwatch was back in operation in Hornton for these two weeks.

The traffic count on the road out of the village on Bell Street were discussed but the purpose was unknown.

14. JUMPA REPORT

Cllr. Woodcock thanked everyone who repainted the lines in the court and kept Jumpa tidy. A new tennis programme organised by Ms. Harris and Mr. Jones was very welcomed.

15. PLAYGROUND REPORT

Cllr. Wain reported that the playground was in good condition and thanked the pub for providing hand gel at the entry.

A parishioner raised the safety concern that the playground was used by people from outside Hornton. Although it was agreed that the pub and playground attract visitors, the playground was public and the parish council had not received any specific complaints from the village playground users. Hence no action would be taken.

16. AOB

16.2. Keep Britain Tidy September 11-27

Cherwell reorganised the spring clean for September. Cllr. Wain volunteered to organise Hornton Cleaning on Saturday 26th September.

Action: KW

16.3. Snow Warden

Cllr. Mckenzie volunteered to be HPC's Snow Warden. The clerk would inform Oxfordshire County Council of the appointment and enquire what the role entails.

Action: CK

FUTURE MEETING DATES

The next meeting is APM and will take place on 9th November 2020 7.30pm in Pavilion.

The meeting closed at 9.44pm

Signed