

**HORNTON PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE PAVILION ON**  
**MONDAY 7 MARCH 2016 AT 7.30pm**

**Present:** Councillors Burden, Jarrett, Offord and Wain.

**Also in attendance:** Clerk & RFO Katherine Mills and Val Ingram

**1. APOLOGIES**

Apologies were given by Cllrs Griffiths and Hewlett and these were accepted.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest

**3. PUBLIC PARTICIPATION SESSION**

Val Ingram gave an update on progress of the purchase and installation of a village defibrillator. The council thanked Val Ingram for all of her assistance with the matter. Further details would be available in May 2016.

**4. MINUTES AND MATTERS ARISING** - to confirm the minutes of the previous meeting held on the 25 January 2016 and any matters arising from those minutes.

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

**Matters arising:**

Minute 4 (8.2) matters arising – Cllr Burden had cleared the leaves in the church yard to the side of the yard as part of the village Spring Clean. This would be an annual task with the aim to provide some compost for village use.

Minute 4 (17) Highways – KM would investigate ownership of Tomkinsons Lane.

**ACTION: KM**

Minute 5.7 calendar payments – Cllr Burden had spoken to Jan Hall. The total balance for calendar funds was £441, to include a cheque of £16.50p. The village church would receive £236.50p and the Pavilion would receive £204.50p. The clerk would prepare the cheques for signature.

**ACTION: KM**

Minute 5.10 pensions – the clerk had spoken to Tax Assist who would provide further information regarding the new pension scheme as required.

Minute 5.9 The Gossip – a cheque had been sent to the Gossip for £170 to cover the cost of publication of the next two issues of the newsletter.

Minute 8.1 Post Office – the clerk had contacted the post office representative to advise that the Parish Council had decided not to accept the post office proposal of a weekly service in the village.

Minute 8.2 Queen's 90<sup>th</sup> Birthday celebration – an article regarding the proposed street party had been put in the Gossip. This would be a May agenda item for further discussion. **ACTION: agenda item**

Minute 8.3 Katharine House Hospice – the recent coffee morning at the Methodist church had raised approximately £100 which would be donated to the hospice. Donations from residents of raffle prizes were requested for future coffee mornings. Cllr Wain would add coffee morning dates and the raffle prize request to the website. **ACTION: KW**

Minute 10 electricity scheme – Western power had been carrying out tree work around cables in the village. The Methodist Church car park, the area outside of Manor House and the area by the Playground were not suitable locations for the proposed substation. The Pavilion car park near to the bottle banks was an alternative option.

Minute 13 Spring Clean – the Parish Council thanked those residents who had helped with the Spring Clean which had taken place on an earlier date this year. Approximately 4 bags of rubbish had been collected. It was noted that rubbish had been left near the motorbike track in the field. The council agreed that a notice should be put up asking those attending to take their litter home. Cllr Jarrett would look in to the ownership of the land in question. **ACTION: DJ**

Minute 16 Jumba – Cllr Burden confirmed that the Jumba 70s Disco date did not clash with the street party.

Minute 18 Proffitts House – Cllr Wain had spoken to the residents regarding proposed changes to the driveway. The residents would contact CDC Planning for further information.

## **5. DEFIBRILLATOR**

See item 3 Public Participation

## **6. FINANCE REPORT**

6.1 The Clerk had circulated a finance report in advance of the meeting.

6.2 Calendar payments  
See item 4 matters arising.

6.3 Bank mandates  
The mandate for the paypal account had been completed and signed. The Clerk would send the form to NatWest. **ACTION: KM**  
The mandate for signatories on all accounts would be completed in the next few days. The clerk would send the form to NatWest. **ACTION: KM**

6.4 Cheques agreed for signature:

Payment	Amount	Cheque no.
OALC membership	£133.07	474
Community First membership	£35	475
K.Mills March 2016 salary	£246	476
K.Mills April 2016 salary	£246	477
K.Mills expenses Feb - March	£48.40	478

6.5 Payments made since the previous meeting:

Payment	Amount	Cheque no.
P.Burden petrol	£5.25	471
T.Hewlett expenses – travel to Oxford meeting	£18	472
The Gossip	£170	473

6.6 Account balances:

<b>PC Main</b>	<b>£5,145.86</b>	<b>29/2/16</b>
PC Reserve	£6,121.36	29/2/16
Playground main	£7,937.39	29/2/16
Playground Reserve	£28,901.31	29/2/16
Pavilion Main	£30,119.42	29/2/16
Pavilion Reserve	£3,152.95	29/2/16
JUMPA Main	£4481.03	30/12/15

## 7. PLANNING REPORT

**The Parish Council is currently considering:**

16/00043/TCA          Parish Council fell and replace x 2 hawthorne

No Objections

16/00045/TCA          Parish Council raise crown over footpath x 5 cherries

No Objections

16/009254/F          Pelter – Smiths, West End, single storey extension

No Objections

## **8. WEBSITE – update on Parish Council website**

Cllr Wain reported that the website was a work in progress and was running smoothly. The Parish Council green spaces document would be uploaded on to the website. James Prentice was happy to set up the online paypal account and charity page.

## **9. INSURANCE UPDATE**

The Clerk had spoken to Came and Company Insurance regarding the premium charged to add the playground rocking horse to the policy. Following a review of the playground equipment and the removal of the rocking rocket from the insurance the annual premium had consequently been reduced from £35.82p to £18.68.

The Clerk had requested an update on assets included on the policy which had been provided by Came and Company. An audit would be carried out and the Clerk would update the Parish Council asset register. **ACTION: KM**

The Clerk advised that due to recent legislation changes, Came and Company were now able to obtain three separate quotes from insurance companies. Val Ingram had also forwarded the details of another recommended insurance company. The council agreed that quotes should be obtained in September 2016 in preparation of the end of the current 3 year fixed term contract with Came and Company. **ACTION: KM**

## **10. APM 2016 – decide on format of meeting on Monday 11<sup>th</sup> April**

Following discussion the council agreed that an invite would be sent out to all village organisations to come along to the APM to give the village an update on activities and to answer any questions residents may have. **ACTION: All**

## **11. RISK ASSESSMENT – review and approve**

Amendments were agreed and the council **APPROVED** the Parish Council risk assessment. The Clerk would keep the amended document on file. **ACTION: KM**

## **12. CORRESPONDANCE – Queen Elizabeth commemorative medal**

Cllr Wain would speak to the school to see if they knew how many children there were at present in the village. The cllrs discussed presenting the medal to village children at the street party. To be discussed at the meeting in May. **ACTION: KW**

## **13. COMMUNITY ENTREPRISE (WROXTON MEETING) AND OXFORDSHIRE TOGETHER**

The council agreed that the Community Enterprise scheme was of more interest to the village than the Oxfordshire Together scheme. The Clerk would advise of the Wroxton meeting date regarding Community Enterprise when received by the Wroxton clerk. **ACTION: KM**

## **14. ALLOTMENTS**

Cllr Burden reported that a new resident was interested in taking on one of the vacant plots.

## **15. PLAYGROUND**

Cllr Burden presented a report from Playground Treasurer David Miles. An informal meeting had taken place on the 20<sup>th</sup> February to discuss maintenance issues to be done this year and a list of jobs was drawn up. A lawn mower store would be located at the west end of the playground and would be bolted to a concrete base. The newly erected barrier would be painted green by David Miles. The committee would ask Adrian Horsley if it would be acceptable to use his kind donation of £202.50p in memory of his late mother Joan Horsley to refurbish and re-stain the benches in the playground and fix a plaque in her memory on the bench next to the bench in memory of her late husband. A local mole catcher would assist in the removal of moles in the playground. The mower had been serviced and the first weekly cut would be just before Easter. The Pavilion committee had made an informal approach to the Playground committee for the possible loan of £25,000 which the Playground committee would be happy to grant subject to negotiations. The advice would be sought from the Parish Council tree surgeon regarding the possible pruning of a horse chestnut tree at the west end of the playground. Weekly inspections of the play equipment had been carried out and there were no major problems.

## **16. HORNTON PAVILION REPORT**

The Pavilion committee minutes had been circulated in advance of the meeting. A replacement Treasurer had not yet been found; Justina had kindly volunteered to carry on as Treasurer until a replacement was found.

The council discussed the extension proposals for the Pavilion and expressed some concern regarding the higher cost of the agreed extension plans. It was also noted that the Pavilion was not used by many village organisations and did not therefore have much income.

The Pavilion Chair, Glen Walther, would stand down during the quote process for the extension and had proposed that Kevin Wain step in to the role of Chair on a temporary basis. Further discussion regarding contingency funds, funding project ideas and a possible loan from the playground were also considered.

A proposal had been put forward to install a telephone in the hall due to the poor mobile reception.

## **17. JUMPA REPORT**

No report.

## **18. ROADS AND HIGHWAYS REPORT**

The Clerk presented a report from Cllr Hewlett. Some of the potholes in the Green had been fixed but the double dip on the top of Quarry Road had not yet been addressed and Cllr Hewlett had commented on the OCC website.

Cllr Hewlett had contacted Kevin Powell who offered Dial-a-Ride. The service was currently in high demand. Residents wishing to use the service would be required to complete a registration form which Cllr Hewlett would forward to Cllr Griffiths for distribution to interested parties. An alternative day to Thursday would need to be considered and the return trip to Banbury would cost £5. The service would start in early April.

(The meeting closed at 9.30 pm)

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John Offord, Chairman