

HORNTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE PAVILION
ON
MONDAY 12 MARCH 2018 AT 7.30pm

Present: Cllrs Burden, Hewlett, McKenzie, Offord, Overton and Woodcock
Also in attendance: Clerk & RFO Katherine Mills, District Cllrs Webb and Reynolds and Mr Andrews

1 APOLOGIES

Apologies were given by Cllr Wain and these were accepted.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 PUBLIC PARTICIPATION SESSION

Mark Andrews, owner of the Mill Lane development site, spoke to the Parish Council regarding his proposal to name the two new dwelling using names of village families who had lost a family member in WW1. Hornton stone from the site had been donated for use as a village centenary memorial and house names would establish a further link with the centenary and the village and it's residents.

Cllrs agreed that this was a positive idea of which they were supportive and felt that it would be well received in the village. Mr Andrews agreed to forward the Chair the proposed house names.

Cllrs made several enquiries regarding progress of the Miller Lane development.

The Chair thanked Mr Andrews for attending the meeting and Mr Andrews left the meeting.

4 MINUTES A MATTERS ARISING –

The minutes from the 22 January 2017 were approved as an accurate record of the meeting and signed by the Chair for filing.

Matters arising:

Minute 3 Tinka Tank – part of the wall along Tinka Tank by Blenheim Cottage needed to be repaired and the hedgerow and overhanging branches along this part of the path needed to be trimmed back. The Clerk had written to residents of Blenheim Cottage to request that the work be carried out but this had not taken place yet. The Clerk would follow this matter up.

Action: KM

Minute 3 village mower – Cllr Overton and Graham Hall were dealing with the mower repairs.

Minute 5.6 – Limit of Protection and new Building Society account – the RFO had spoken to 2 Building Societies in Banbury who had advised that they no longer offered accounts to Clubs and Societies and the Parish Council fell in to this category. The RFO would contact Cambridge Building Society to see if they offered an appropriate account option. **Action: KM**

Minute 15 planning permission for the motocross events – Cllr Offord reported that the Environment Agency would visit the motorcross site this week and would then liaise with Cllr Offord. The Duty Planning Officer would also be contacting Cllr Offord to answer queries regarding the event planning permission. Cllrs agreed that the number of events had increased as had the number of people attending the events. It was noted that whilst the event was not commercial it was causing noise issues, damage to road surfaces and a litter problem and that this was not being monitored at present. It was agreed that Cllr Offord would arrange an informal meeting with the event owner to discuss further. **Action: JO**

Minute 5.3 Budget review – the RFO had met Cllr Overton to discuss the budget format and would prepare a new budget document which would be circulated once all necessary information had been received. **Action: KM**

Minute 7 Website Transparency Grant – the RFO confirmed that the grant application had been approved and the grant of £1854 would be received in April 2018.

Minute 10 Data Protection Officer – Cllr Offord reported that it was necessary to ensure that some new data protection procedures were in place by May 2018 and an action plan should be in place for others. The work required was fairly extensive. The Clerk would contact CDC to ask to enquire if they had set up an agreement for Parish Councils. **Action: KM**

Minute 9 AOB- West End turning circle – Cllrs agreed that the parking situation should continue to be monitored.

5 Co-option to fill Cllr vacancy

Cllrs APPROVED the co-option of Steve Woodcock and welcomed him to the Parish Council.

6 FINANCE REPORT

6.1 Payments for approval:

Payment	Amount	Payment type
OALC annual subscription	£135.06	Transfer

6.2 Payments made since the last meeting:

Payment	Amount	Payment type	Date
Hornton Parish Council			
K.Mills salary Jan '18	£300	Transfer	24/01/18
K.Mills salary Feb '18	£300	Transfer	26/02/18
Pavilion			
Jenny Tyrell cleaning	£100	Transfer	15/01/18
Castle Water	£35.56	SO	29/01/18
Garratt Electrical Services	£462	Transfer	28/02/18
Castle Water	£35.56	SO	28/02/18

6.3 Bank balance before transfer and closure of committee accounts

PC Main	£95,497.89	28/02/18
PC Business	£6,124.98	28/02/18

6.4 Cllrs reviewed and APPROVED the Financial Regulations.

6.5 Cllrs reviewed and APPROVED Arrow Accounting as Internal Auditor for the 2017-18 financial year. The Chair and RFO signed the Letter of Engagement and the RFO would forward this on to Arrow Accounting. **Action: KM**

6.6 Cllr Overton proposed that an internet connection and telephone line be installed at the Pavilion at a cost of approximately £25 to £30 a month. Cllrs agreed that the phone line was a necessity in the case of an emergency, particularly as mobile reception was so poor in the village.

Cllrs APPROVED the proposal with the proviso that a telephone landline was already in place. If this was not the case the proposal would be reviewed by the Parish Council.

District Cllr Reynolds joined the meeting at 8.30pm.

7 RISK ASSESSMENT AND STANDING ORDERS APPROVAL

7.1 Cllrs reviewed and APPROVED the Risk Assessment.

7.2 Cllrs reviewed and APPROVED the Standing Orders.

8 PLANNING REPORT

Cllr Woodcock declared an interest in the application 18/00215/F and left the meeting whilst the application was discussed.

The Parish Council was currently considering:

- | | |
|----------------|--|
| 17/00056/UNDEV | Enforcement Case – no developments to report. The Clerk would contact the new CDC Enforcement Case Officer, David Moren, to request an update. Action: KM |
| 18/00215/F | Cromwells – No Objections |
| 18/00232/F | The Quarries – the Parish Council had not received letters of objection from neighbouring residents. Cllrs discussed the access on to the road and noted that the development was brown field site, was not in a conservation area or on agricultural land.
No Objections but the Clerk would contact CDC regarding mud on the road due to the development. Action: KM |

Cllrs discussed the role and powers of the Parish Council in planning matters and queried who was responsible for checking that building developments were adhering to the approved planning application details. Cllr Woodcock would contact CDC Planning to request clarification regarding this issue. **Action: SW**

9 PARISH COUNCIL ELECTIONS 2018

The Clerk had attended a CDC meeting at Bodicot House regarding the elections and had circulated information to Cllrs in advance of the meeting. The Clerk gave out nomination papers to the Cllrs and had spare copies to provide to any residents who may also wish to stand for election.

10 APM 23 APRIL 2018

The Clerk would ask Roger Corke to send out an email to remind villagers that the AGM would take place on the 23rd April and to invite village organisations to prepare a report to present at the meeting or to forward on to the Clerk so that it could be presented at the meeting on their behalf. **Action: KM and Cllrs**

11 SPEED WATCH SYNDICATE UPDATE

Cllr Hewlett gave the following update:

Cllr Hewlett had arranged a meeting with Cllrs and Clerks from Tadmarton, Broughton, Swalcliffe and Shenington Parish Councils to take place on Tuesday 20th March at 9.00am. A representative from the company who would supply the speed watch equipment would provide a demonstration at the meeting.

12 CHURCH CLOCK REPAIRS

Cllrs APPROVED funding of £250 towards the church clock repairs. The RFO would prepare a cheque. **Action: KM**

13 WEBSITE – BEST USE OF VILLAGE WEBSITE

In the absence of Cllr Wain the item was deferred to the next meeting.

14 CORRESPONDENCE

Warwickshire Hunt resident complaint request – the Parish Council had received a letter from a resident requesting that they contact the hunt regarding the issue of the use of private land without permission, the use of public footpaths in the village and the problem of dog mess left in the village by the hunt dogs. Cllr Offord would contact the hunt to discuss the issues. **Action: JO**

The Parish Council had been contacted by the Gossip organiser Julie Stanley to advise that there were enough funds to finance the next Gossip edition but to request funding for future issues. Following discussion, the Cllrs agreed to provide £120 of funding and Cllr Burden would contact the Gossip organiser to discuss the possibility of including advertising in the newsletter to help fund future issues.

15 PAVILION REPORT

Cllr Overton gave a report as follows:

A detailed proposal for the refurbishment of the Pavilion had been circulated in advance of the meeting for the consideration of cllrs. The proposal detailed expenditure of the £40,000 that the Pavilion Committee currently had available to fund the project.

Cllr Woodcock queried if a Bat Survey had been carried out regarding the proposed work to the Pavilion roof. Cllr Overton would look in to this matter to ensure the appropriate survey was carried out.

Cllrs APPROVED the Pavilion proposal and Cllr Overton would obtain 3 quotes for the proposed works. **Action: AO**

Cllr Overton reported that Jo Langton was co-ordinating arrangements for the May Day Celebrations and this was progressing well.

16 ALLOTMENTS

Cllr Burden reported that there was not much activity on the allotments at present and it looked like the season would be late to start.

17 ROADS AND HIGHWAYS

Cllr Hewlett gave the following report:

Potholes – the roads in and around the village were in a dreadful state, Cllr Hewlett had been reporting as necessary on FixMyStreet website.

Miller Lane drainage – Cllr Hewlett had attended a site meeting with Thames Water to look at the blocked pipe in front of the village school and drainage issues along Millers Lane. The school playground had been flooded on the day of the visit due to the drainage issues. Thames Water had advised that they only dealt with foul drainage and not surface water and that this was the responsibility of OCC. District Cllr Reynolds would forward the name of a contact at OCC to the Clerk. **Action: Cllr Reynolds.**

18 JUMPA

Cllr Woodcock would take over as the JUMPA Representative from Roger Bellarmy.

Cllr Woodcock reported that the JUMPA area had been tidied up during the annual Spring Clean that had taken place on Saturday. The mower had been repaired. There was an issue with moss on part of the court which the committee had tried to clear without success. This was probably due to the shade from overhanging branches and it was possible that a tree would be cut back to try and alleviate the problem.

Cllr Woodcock would look in to the issue of the JUMPA bin which has been overflowing.

Action: SW

18 PLAYGROUND

Cllr Burden gave the following report:

A site meeting had been scheduled for the 17th March and a committee meeting date would be agreed at the site meeting. The bins were being emptied on a regular basis and Cllr Burden had been carrying out weekly inspections of the playground equipment. The Chair signed the weekly inspection reports.

19 FUTURE MEETING DATES

Due to election restrictions the May meeting needed to take place on the 7th May or within 14 days of this date. The meeting date was therefore rescheduled to take place on Wednesday 16th May.

20 AOB

- Cllr Burden reported that due to the parking problem around the small green on Millers Lane a request had been received from a resident to reduce the size of the green to ensure access at all times for emergency vehicles. Cllr Burden advised that the green had previously been reduced in size and at the time it had been agreed that this would be the final reduction. The Clerk would contact CDC to enquire if a further reduction was possible. **Action: KM**
- Cllrs noted that OCC had done a good job at salting roads during the winter but Cllr McKenzie reported that some of the salt bins were empty and queried why they had not been refilled. Cllr Hewlett would investigate. **Action: TH**
- The parish Council agreed that Roy Tew had done an excellent job clearing snow around the village and thanked him for his hard work and assistance during the bad weather.

The meeting closed at 9.55m

Signed