

HORNTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE PAVILION ON
MONDAY 4 SEPTEMBER 2017 AT 7.30pm

Present: Cllrs Bellamy, Burden, Hewlett, McKenzie, Offord, Overton and Wain
Also in attendance: Clerk & RFO Katherine Mills

APOLOGIES

There were no apologies.

1. DECLARATIONS OF INTEREST

There were no declarations of interest.

2. PUBLIC PARTICIPATION SESSION

None.

3. MINUTES A MATTERS ARISING - to confirm the minutes of the previous meeting held on the 4 September 2017 and any matters arising from those minutes.

The minutes from the 4 September 2017 were approved as an accurate record of the meeting and signed by the Chair for filing.

Matters arising:

- Tinka Tank – tree roots were causing problems along the path. Part of the wall which had fallen down still required maintenance work and Cllr Burden would remind the owners of this section of wall. Cllr Wain would contact Clive Porter to ask him to clear the leaves along the path once all leaves had fallen from the trees lining the path. **Action: PB & KW**
- Damage to the village mower was discussed. The Clerk confirmed that it was possible to put in an insurance claim for repairs but that there was an excess of £250. Funds were being raised to help cover the cost of the repairs. The PC would contact Graham Hall to discuss the maintenance cost once the fund raising had finished.
- Cllr Hewlett reported that a 'No Turning or Parking Beyond this Point' sign had been put in place at the entrance to West End. There was a planning permission query over Road Narrowing road signs, a decision on ordering these signs was deferred to the next meeting. **Action: agenda item**
- John Fox Charity – Cllr Burden had filled in a form regarding the charity membership and had forwarded it to Simon Harris and was waiting to hear back from Simon.
- Moles – Cllr Wain confirmed that the mole treatment had been carried out in the playground and village green.

4 CO-OPTION OF PARISH COUNCILLORS

The Parish Council co-opted Louise McKenzie on to the Parish Council. The Chair welcomed Louise on to the Parish Council.

FINANCE REPORT

5 There were no payments for approval.

5.1 Payments made since the last meeting:

Payment	Amount	Payment type
Clive Porter Tinka Tank (HPC)	£30	transfer
BDO auditors (HPC)	£240	Transfer
Treespec (HPC)	£1350	Transfer
Fir Tree Falconry (HPC)	£160	Transfer
Castle Water (Pavilion)	£35.56	DD
Jennie Tyrell cleaning (Pavilion)	£80	Transfer
Glen Walther maintenance (Pavilion)	£112.20	Transfer
PRS for Music (Pavilion)	£117.60	Transfer
Castle Water (Pavilion)	£35.60	DD
Glen Walther maintenance (Pavilion)	£6.00	Transfer
Southern Electric (Pavilion)	£226.81	DD
Jennie Tyrell cleaning (Pavilion)	£102	Transfer
David Miles Playground	£10	Transfer
Play safety (Playground)	£96.60	Transfer

5.2 Bank balance before transfer and closure of committee accounts

PC Main	£95,120.85	06/11/17
PC Business	£6,124.02	06/11/17

5.3 **External audit Issue Arising Report** – the Clerk tabled the report. There were 2 issues arising as follows:

- Electors rights period during the year – this issue referred to the 2015 – 2016 financial year. The correct time scales had been followed for the 2016 – 2017 financial year.
- Budgetary process – the report advised that there had not been adequate budget monitoring and recommended a quarterly budget review.

5.4 **Budget review** - the Clerk had circulated the budget in advance of the meeting and the Cllrs reviewed the projected budget for the 2018/19 financial year. The RFO asked for clarification regarding the allocation of the payments of utility bills (electricity and water) in the annual accounts. Cllrs agreed that the payments should continue to be allocated to the Pavilion whilst the insurance and audit fees would continue to be allocated to the PC accounts. Future grass cutting around the Pavilion would also be allocated to the PC accounts. Cllrs agreed that costs of tree maintenance and conservation around the village was substantial. It was likely that there would also be an increase in utility, insurance and wage costs in the next financial year.

- 5.5 **Precept 2018/19** – taking in to consideration the points raised in the budget review the Parish Council APPROVED an increase in the precept from £9,000 in the 2017/18 financial year to £9,500 in the 2018/18 financial year. The RFO would submit the agreed precept to Cherwell District Council once she had received the relevant form from CDC.
- 5.6 **Limit of Protection** - The RFO had received a leaflet from NatWest to advise that the limit of financial protection for deposits was £85,000 per bank. The PC accounts balance was in excess of this figure. It was agreed that the RFO would look in to the option of opening a Building Society account in order to hold funds in excess of £85,000. **Action: KM**
- 5.7 **Tree work by Treespec** – JO reported that he had contacted Treespec who had carried out tree maintenance work to the tree by JUMPA that had split and fallen in to a resident’s garden. The JUMPA committee would shift the chippings that had been left on the JUMPA site.

6 PLANNING REPORT

The Parish Council is currently considering:

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17/00056/UNDEV	Enforcement Case	
17/00374/TCA	Upper Reaches, Bell Street	Tree and hedge work
17/02063/F	The Barn, Millers Lane	Rear bedroom extension
17/01861/F	West End Cottage extension	Retrospective app to rebuild
Permission granted		
17/00331/TCA	Tourney House, Bell Street	Tree work
17/00019/TCA	Cromwells	Tree work

7 SPEED WATCH SYNDICATE UPDATE

Cllr Hewlett reported that 5 local villages had expressed an interest in participating in the Speedwatch initiative. They were Broughton, Tadmarton, Swalcliffe, Shennington and Alkerton. Cllr Hewlett proposed arranging a meeting with a representative from each PC to demonstrate the speed watch equipment and to discuss the proposal further. The Clerk would contact the relevant PC’s to ask their representative to contact Cllr Hewlett.

Action: KM & TH

8 WEBSITE TRANSPARENCY INFORMATION AND UPDATES

The Clerk had forwarded the statutory transparency information to James Prentice who would add it to the Parish Council website. The Clerk had also carried out a review of the website to update Parish Council information and remove any out of date documents.

9 CORRESPONDENCE

- Rights of Way correspondence – OCC was carrying out a review of footpaths on it's definitive maps. Cllr Wain would look at the correspondence to ensure all Hornton footpaths were on the map. **Action:KW**
- Sanctuary Housing – Sanctuary had asked the PC to consider if they had any land suitable for building new affordable housing. The PC agreed that there was no suitable land at present. The Clerk would reply to Sanctuary. **Action: KM**
- Oxfordshire Clinical Commission – an invite to attend a meeting had been received. Cllr Bellamy would attend. **Action: KM**

10 PAVILION COMMITTEE

Cllr Overton presented a report as follows:

- Following the receipt of refurbishment quotes for the proposed Pavilion extension, which were much higher than expected, the Pavilion committee had agreed not to progress with the current proposal. The committee had £40,000 available to invest in the Pavilion and had formed 2 working groups to focus on a feasibility plan and the optimisation of the use of the hall. A survey regarding future plans for the Pavilion had been sent to residents and the response would be discussed at the next Pavilion meeting.
- Jo Langton had agreed to coordinate the 2018 May Day event.
- The Pavilion committee had banked £1900 in October and November 2017 which included £800 raised at the Progressive Dinner.
- A new green bin had been purchased for the Pavilion.
- Cllr Overton would oversee the emptying of the Pavilion bottle bank.
- The use of the hall and the chapel by the primary school was discussed and this would be revisited.

11 ALLOTMENTS

Cllr Burden gave a report as follows:

- 2017 had been a successful year on the allotments.
- Cllr Burden had tried to contact the Horley resident who had been interested in taking on a plot but without success.
- John Fox Charity – Cllr Bellamy would join the charity committee as the PC representative. A School Governor committee member was still required.

12 ROADS AND HIGHWAYS

Cllr Hewlett gave a report as follows:

- **Potholes** – a resident had suffered some personal injury caused by a fall over a pothole by Perkins Close. Cllr Hewlett had been reported the incident on FixMyStreet and the pothole would be repaired in 8 to 9 days by Highways. The local police had advised that it was possible to put a footpath along the length of Perkins Close but this would require OCC funding.
- **Western Power Distribution** – the project to install 2 new substations was still in progress and Cllr Hewlett was in contact with BT to try and link the WPD project in with the replacement of overhead cables with fibre optics.

- **Parish Liaison Meeting** – Cllr Hewlett had been unable to attend the meeting but had received the minutes which focused on bus transport for rural villages and the police response to traveller pitches.
- **WPD underground cables** - Cllr Hewlett had contacted WPD regarding the underground power cables and had been advised that there was no immediate initiative to start the work.

13 JUMPA

Cllr Overton queried what the situation was with the dustbin by JUMPA. Cllr Bellamy would contact the JUMPA committee. **Action:RB**

14 PLAYGROUND

David Miles had sent a letter to the Parish Council to advise that he would be resigning from the Playground committee at the end of the year. David had served 44 years on the committee and the PC thanked David for his many hours of work and commitment. Cllr Offord would write a letter of thanks on behalf of the PC. **Action: JO**

The Chair signed the weekly Playground inspection reports. Cllrs noted that the play equipment mats were becoming slippery and this would be addressed in the annual tidy up of the playground.

Cllr McKenzie raised a safeguarding issue regarding the slope that ran from the playground down to the road. Children often ran down the slope and there was nothing to stop them running on to the road. The slope provided wheelchair access to the playground, but an appropriate barrier or gate should be installed. The Playground committee would discuss the issue. **Action: Playground committee**

15 AOB

- Cllr Offord would investigate the planning permission for the motocross. **Action: JO**
- Cllr Burden reported that the new village green bench was now in place. The Clerk had been unable to establish ownership of the hydrant that had caused damage to the mower. Both Thames Water and Highways had advised that maintenance of the hydrant was not their responsibility. The Clerk would contact CDC to see if they could advise on the matter. Cllr Burden would add soil around the hydrant in order to prevent future damage to the mower. Cllr Offord reported that the PC had agreed to contribute towards the cost of the bench which was being dedicated to Jean Burden.
- The grass around the village telephone box was wearing away and a metal drain cover was sticking out. Cllr Hewlett would report this on FixMyStreet. **Action: TH**

The meeting closed at 9.22pm

Signed