

HORNTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE PAVILION ON
MONDAY 19th JUNE 2018 AT 7.30pm

Present: Councillors Burden, McKenzie, Overton and Woodcock

Also in attendance: Clerk & RFO Katherine Mills and Matt Green, Headteacher at Hornton Primary School

The Chair moved item 5 Public Participation to the start of the agenda.

1. PUBLIC PARTICIPATION

Matt Green reported that feedback from a recent Safeguarding audit that had taken place at the primary school had advised that the school boundary fence and gate were not considered to be secure at present. The school was therefore proposing to install a black looped cast iron fence on top of the existing school boundary wall. The style of the fence would be sympathetic to the local architecture. A buzzer entry gate would also be installed at the school. The Parish Council noted the necessity of the new fence and gate to ensure the school was adhering to Safeguarding requirements and suggested that the school contact a Planning Officer at Cherwell to discuss further.

The Cllrs thanked Matt Green for raising the proposal with the Parish Council and Matt left the meeting at 7.40pm.

2. APOLOGIES

Cllrs Hewlett and Wain gave their apologies, and these were accepted.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. ELECTION OF CHAIR AND VICE CHAIR

Cllr Offord was elected as Chair and Cllr Hewlett was elected as Vice Chair.

5. MINUTES AND MATTERS ARISING - to confirm the minutes of the previous meeting held on 21st May 2018 and any matters arising from those minutes.

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

Minute 11 Matters arising: The Clerk had written to the owners of Geranium Cottage to ask them to arrange the necessary repairs to the Tinka Tank wall bordering Blenheim Cottage.

Minute 11 Building Society – the RFO had investigated the possibility of opening an account with Cambridge Building Society but reported that the interest rate was low and the account would operate on a cheque only basis.

Following discussion, Cllrs agreed that an additional account was not necessary and that the RFO should instead transfer the necessary funds to the NatWest savings account in order to ensure all PC funds were protected. **Action: KM**

Minute 11 Matters Arising motocross – Cllr Offord gave an update on feedback from Cherwell who had not yet been able to provide a list of motocross events for the current year. Cllrs agreed that it would be difficult to police the event and it was agreed that Cllr Offord would speak to the organiser regarding the issue of noise disturbance in the village resulting from the events. **Action: JO**

Minute 14 Correspondence – Cllr Woodcock gave an update on the possible lamping that had taken place on the 16th May. The Clerk had been in touch with Finlay Scott, the landowner of the fields in which the activities had taken place. Finlay has not been aware of and had not authorised such activities and asked the Parish Council to contact him if any disturbances were reported again as he wished to discourage this type of activity from taking place on his land. The Clerk would contact the local police to update them on the incident. **Action: KM**

Minute 22 AOB – Cllr Woodcock reported that he had been in contact with Cherwell who has advised that the Pavilion playing field was included on a separate Open Spaces policy.

6. FINANCE REPORT

6.1 Internal Audit Report – the RFO had circulated the report in advance of the meeting.

The Cllrs APPROVED the report.

6.2 Annual Accounts – the RFO presented the Annual Governance and Accountability Return document to Cllrs who reviewed and APPROVED the Certificate of Exemption for External Audit and the Annual Governance and Accounting Statements for submission to the external auditors. The RFO would send the documents to the auditors. **Action: KM**

7. PLANNING REPORT

The Parish Council is currently considering:

17/00056/UNDEV

Enforcement Case – the Clerk had been in contact with the Principal Planning Enforcement Officer who had advised that this was a complicated case that she would need to investigate before being able to update the Parish Council.

Miller Lane development – Cllr Woodcock reported that, following concerns regarding the height of the development and the possibility of subsidence, a Planning Officer from Cherwell District Council had carried out a site visit and had confirmed that the height was only 150mm more than the plans and so no action was required.

Cllrs Offord and Hewlett had been in communication with the developer regarding the retaining wall. The Structural Engineer had since confirmed that the wall was not being built in line with the structural plans. The wall was now being built in line with the plans.

8. **GDPR REQUIREMENTS**

The Clerk had circulated several GDPR documents and policies in advance of the meeting. Following discussions Cllrs agreed that it was not necessary to approve and sign the documents. It was agreed that Cllrs should have a Hornton Parish Council specific email address and that Cllr Wain would ask James if he could set up the necessary email addresses. **Action: KW**

9. **SPEEDWATCH SYNDICATE UPDATE**

The Clerk reported that Broughton, Swalcliffe and Tadmarton had all agreed to join the syndicate. Shutford and Shenington were still considering the scheme and it was hoped that they would make a decision by mid-July.

10. **WARWICKSHIRE HUNT COMPLAINT**

Cllr Offord had spoken to the Joint Hunt Master and was waiting to hear back from the other Hunt Master. Cllr Offord would chase a reply. **Action: JO**

11. **HORNTON STONE MEMORIAL**

The Clerk reported that a payment had been made for the Hornton Stone Memorial planning application.

12. **VILLAGE WEBSITE UPDATE**

Deferred

13. **PAVILION REPORT**

Cllr Overton reported that the Pavilion required approximately £4,500 of funding annually to run the hall facility. From the 5th April 2018 an impressive total of £6070 in fund raising had been received.

Cllr Overton had produced a Business Lettings pamphlet which would be hand distributed in the local area. The Pavilion committee asked for approval of the expenditure of £243 to print copies of the pamphlet and this was **APPROVED**.

14. **ALLOTMENTS REPORT**

Cllr Burden reported that the allotments were in good shape and another half plot was now being rented. Cllr Burden gave the RFO £10 rent to be banked.

The allotment grass was being mown and a new sign for the gate was being made.

15. **ROADS AND HIGHWAYS**

The broken drains along Millers Lane were being repaired and OCC would then start to repair potholes around the village.

16. JUMPA REPORT

Cllr Woodcock reported that the Jumpa site was looking neat and tidy and was being reasonably well used.

17. PLAYGROUND REPORT

Cllr Burden reported that the mowing rota was working well, the bins were being emptied and strimming had been done. Weeds had been sprayed around the borders and this had improved access to the playground. Tom Gibbs had provided a design for the gate at the bottom of the path leading to the playground which would have a suitable closing mechanism and would be of a style to fit in to the local area.

It was greed that the playground sign should have the Clerk’s email address instead of a telephone number. Cllr Burden would speak to David Miles regarding the sign. **Action: PB**

18. AOB

- Cllr Woodcock reported that the grass bank by Perkins Close needed to be cut. The Clerk would contact OCC. **Action: KM**

The meeting closed at 9.00

Signed