

HORNTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE METHODIST CHURCH
MEETING ROOM ON
MONDAY 26th NOVEMBER 2018 AT 7.30pm

Present: Councillors, Burden, Hewlett, McKenzie, Offord, Overton, Wain and Woodcock

Also in attendance: Clerk & RFO Katherine Mills, Cindy Koberl and Steve Tilling

1. APOLOGIES

There were no apologies.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. PUBLIC PARTICIPATION

None.

4. MINUTES AND MATTERS ARISING - to confirm the minutes of the previous meeting held on 17th September 2018 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 Motocross – Cllr Offord had spoken to Mr & Mrs Vint about the motocross events.

Minute 4 village notice board – the History Group would like to put the village trail notice board next to the Parish Council notice board and would speak to the property owners of the wall where the board would be located. The condition of the current notice board was deteriorating and the Clerk would look in to options for a replacement. **Action: Clerk**

Minute 4 Mike Webber’s gravestone - Keith Palmer had carried out maintenance to the grave stone. The Parish Council would write a letter of thanks to Keith. **Action: Clerk**

Minute 6 winter salt order - the Clerk confirmed that a bag of salt had been ordered from Highways. When delivered some of the salt would be taken to a location nearer to the primary school to facilitate the clearance of footpaths around the school when necessary.

Minute 8 commemoration sapling - Primary school children from Yr6 would plant the WW1 commemoration sapling in the churchyard on the 29th November at 2.45pm. The rector would be present and Cllr McKenzie would represent the Parish Council.

5. FINANCE REPORT

5.1 Approval was requested for the following payments:

Payment	Amount	Payment method
British Legion	£600	Cheque
Website hosting annual fee	£139.75	BACS
Pavilion boiler service	£934.95	BACS

5.2 Payments made since the last meeting.

28/08/2018	Castle Water	DD	HPC	£7.59
07/09/2018	BT	DD	Pavilion	£51.48
10/09/2018	Jennie Tyrell Pavilion	DD	Pavilion	£197.00
10/09/2018	Clive Porter Pavilion strimming	DD	HPC	£96.00
18/09/2018	Zurich Insurance	DD	HPC	£1,281.02
24/09/2018	K.Mills home working	DD	HPC	£8.00
24/09/2018	K.Mills salary	DD	HPC	£309.00
26/09/2018	Thames Water	DD	Pavilion	£7.59
22/10/2018	Playsafety	DD	Playground	£96.60
01/10/2018	SSE	DD	Pavilion	£231.69
09/10/2018	BT	DD	Pavilion	£51.48
18/10/2018	Clive Porter Pavilion strimming	DD	HPC	£96.00
18/10/2018	BCQ	DD	HPC	£123.00
23/10/2018	Playsafety	DD	Playground	£96.60
24/10/2018	K.Mills salary	DD	HPC	£309.00
24/10/2018	K.Mills expenses	DD	HPC	£8.00
25/10/2018	Pavilion		Pavilion	
25/10/2018	Paul Burden Playground F.N Pile & Sons	DD	Playground	£141.25

25/10/2018	Paul Burden Playground	DD	Playground	£60.44
25/10/2018	Paul Burden Playground Wicksteed	DD	Playground	£27.00
25/10/2018	Paul Burden Playground	DD	Playground	£62.80
25/10/2018	Clive Porter Pavilion strimming	DD	HPC	£96.00
25/10/2018	Castle Water	DD	Pavilion	£7.59
05/11/2018	Jennie Tyrell	DD	Pavilion	£180.00
05/11/2018	Traffic Technology	DD	HPC	£2,394.00
08/11/2018	BT Group	DD	Pavilion	£53.28
12/11/2018	Transfer to paypal account	transfer	HPC	£20.00
20/11/2018	Steve Woodcock HPC questionnaire costs	DD	HPC	£44.40
20/11/2018	Freechoice Group	DD	Pavilion	£408.00
20/11/2018	Jordan Silva Window Cleaning	DD	Pavilion	£25.00
20/11/2018	Vital Finance	DD	HPC	£28.80

5.3 Bank balance before transfer and closure of committee accounts

PC Main	£89,063.13	20 November 2018
PC Business	£26,132.80	20 November 2018

5.3 Budget - The Parish Council reviewed and **APPROVED** the budget as presented by the RFO.

5.4 Precept - The Parish Council **APPROVED** a precept of £10,000 for the financial year 2019 – 2020. The RFO would submit the precept request to Cherwell District Council. **Action: RFO**

5.5 Internal Auditor - The Parish Council **APPROVED** the engagement of the internal auditor, Arrow Accounting, for the financial year 2018-2019.

The RFO would send the signed letter of engagement to Arrow Accounting. **Action: Clerk**

5.6 The Parish Council discussed possible future costs of village green maintenance and the option of replacing the village green posts. Cllr Hewlett would research costs and report back to the Parish Council. **Action: TH**

6 PLANNING REPORT

The Parish Council was considering:

18/00340/TCA Old Orchard, The Green Tree work

Tree Preservation Order

TPO Eastgate House lime tree

Cllr Hewlett reported that a Western Power access application had been submitted in Finlay Scott's name. The Clerk would look on the Cherwell Planning portal to find further information.

Action: Clerk

The Parish Council asked the clerk to clarify when the deadline for the Apple Cottage, Pages Lane application was due.

Action: Clerk

7. SPEEDWATCH SYNDICATE UPDATE

Cllr Hewlett reported that the Speedwatch equipment had been received and Cllr Hewlett had arranged a demo session with the other parish council's who were participating in the scheme. Use of the equipment would rotate between the parish councils and a review of the scheme would be presented once the scheme had been running for 6 months. Volunteers were needed to help with the scheme. Cllr Hewlett would contact the Banbury Guardian regarding an article to increase awareness of the scheme.

8. JUMPA TREE WORK QUOTES

The Jumpa committee had received 3 quotes for the removal of sycamore trees between the Pavilion and Jumpa. The trees were contributing to moss damage on the Jumpa court which was becoming a safety issue.

The Parish Council reviewed the quotes and **APPROVED** the quote from Charlie Mawle.

Cllr Woodcock would contact Charlie Mawle.

Action: SW

Cllr Woodcock advised that the logs from the trees would be sold, with proceeds going to Jumpa. The wood chippings would be put around the Christmas trees growing on Jumpa land.

9. CORRESPONDENCE

The Clerk had received a letter of resignation from Julie Stanley and Ann Hemmings from the production of the Gossip newsletter. The Clerk would write a letter of thanks to Julie and Ann and would invite them to the February Parish Council meeting.

Action: Clerk

10. PAVILION COMMITTEE REPORT

Three quotes for the proposed building work to the Pavilion were tabled. The quotes were fixed price contracts and it was expected that the work would start in the Spring. Cllr Overton gave details of the work that would be included in the quotes. The Pavilion committee gave a recommendation for builder 2 to be appointed.

Following discussion the Parish Council **APPROVED** the appointment of builder 2.

Cllr Overton reported that the village theatre productions team had requested that a new stage be installed in the Pavilion and had carried out research regarding the cost which was approximately £4,000.

The Parish Council **APPROVED** the expenditure of up to £4,000 on a new Pavilion stage.

The Chair would seek professional advice regarding the VAT refund for the Pavilion building work. **Action: JO**

Cllr Overton reported that Jo Langton would resign from the role of Pavilion Secretary in December but would stay on the Pavilion committee. Pete Lemon had volunteered to replace Jo as the Pavilion Secretary. Carol Overton had volunteered to organise the May Day event.

A resident had contacted the Parish Council regarding maintenance required to the bridge between the Pavilion and Jumpa. The Pavilion and Jumpa committees were aware of the issue and of the necessary action to be taken.

11. ALLOTMENTS REPORT

Cllr Burden reported that this was a quiet time of year at the allotments. There were 1 and a half spare plots but no new applicants at present. The Parish Council thanked Martin Hemmings for mowing the allotment grass throughout the year and noted that the allotments were looking very neat and tidy.

12. ROADS AND HIGHWAYS

Cllr Hewlett asked cllrs and residents to continue to report highways issues on the council website www.fixmystreet.com or to liaise directly with him.

Cllr Hewlett was continuing his audit of road signs in the village. The possibility of installing a sign to advise that the village roads were not suitable for HGVs was discussed and this would be reviewed in the New Year. **Action: agenda item**

13. JUMPA REPORT

Cllr Woodcock reported a cleanup of Jumpa land had been carried out and thanked the people that had helped with this. The Jumpa mower was over heating and was due to be serviced by Bruce Hopkins. The extra commemoration saplings received by the Parish Council had been planted on Jumpa land.

14. PLAYGROUND REPORT

The Chair signed the weekly inspections reports that were presented by Cllr Burden. The Playground strimmer had been serviced. The company Sovereign had visited the Playground in order to provide a quote for some additional toddler play equipment and Cllr Burden would bring the quote to the next Parish Council meeting for approval. **Action: PB**

Cllr Burden proposed that S137 monies be used to purchase a hamper and meal out for Adrian Horsley and Tom Gibbs who had installed the playground gate free of charge. The proposal was **APPROVED** by the Parish Council.

15. OTHER PARISH COUNCIL BUSINESS

Following the village meeting regarding the future of the village pub the Parish Council had distributed a questionnaire to village residents. Cllr McKenzie advised that 24 had been returned to date. The Parish Council would ask Roger Corke to send a reminder to residents to return their questionnaires to the Parish Council by the 3rd December.

A follow up meeting to discuss the results of the questionnaire was scheduled for Monday 10th December in the Chapel at 7.30pm.

16. FUTURE MEETING DATES

The 2019 meeting dates would be confirmed at the meeting on the 10th December.

The meeting closed at 9.40pm

Signed