

HORNTON PARISH COUNCIL
MINUTES OF THE ANNUAL GENERAL MEETING HELD IN THE PAVILION ON
MONDAY 27 APRIL 2014 AT 7.30pm

Present: Chairman Offord and Cllrs Burden, Griffiths, Hewlett, Jarrett and Wain

Also in attendance: Clerk & RFO Katherine Mills

1. Apologies

There were no apologies

2. Election of Chairman

2.1. Cllr Offord was elected unanimously as Chairman.

3. Declarations of Acceptance of Office

3.1. Cllr Offord accepted the Office of Chairman and signed the Formal Acceptance.

4. Election of Vice-Chairman

4.1. RESOLVED to continue with the 3 month rota system for Vice Chairman

5. Allocation of Committee Responsibilities

5.1. No change with the exception of the Website, allocated to Cllr Wain..

6. Appointment of Responsible Financial Officer

6.1. Katherine Mills was unanimously appointed as RFO.

7. Appointment of Bankers

7.1. It was agreed that NatWest continue as bankers. The RFO would contact NatWest regarding accessing account information as a non-signatory.

8. Frequency of Meetings

8.1. RESOLVED that the current frequency of meetings every two months should remain unchanged. Additional meetings could be convened as and when necessary.

9. Declarations of Interest

9.1. There were no Declarations of Interest

10. Public Participation Session with respect to items on the agenda

None

11. Minutes of Previous Meeting held on 23 March 2015

11.1 Adoption of the minutes was agreed unanimously.

11.2 Matters Arising

- i) Minute 7 Spring Clean – this had been a successful event. The cllrs thanked residents for their participation and remarked on the excellent maintenance work carried out by cllrs Burden and Jarrett on the village benches. There had been a suggestion of a repeat Spring Clean in the autumn. This would be agreed after the summer.
- ii) Minute 11 Kissing Gate – David Miles had replaced the Kissing Gate and was thanked for his work by the Parish Council.
- iii) Minute 8 The Green – Cllr Burden had been in contact with Ian Harris regarding a new flag pole and had consequently researched suppliers of flag poles in the area.

Supplier options were limited and Cllr Burden was waiting for a reply from a supplier in Kiddlington. Cllr Burden would look into possible suppliers in Batsford and Stratford.

ACTION: PB

12. Finance & G.P. Report

12.1 The RFO presented the Hornton Parish Council annual accounts. Once all subcommittee accounts had been received the RFO would submit the annual accounts to the internal auditor, Arrow Accounting. An extraordinary meeting would be required for councillors to sign off the accounts to be sent to the external auditors.

ACTION: KM

12.2 NatWest bank account balances

Approval was requested for payment of the following:

Payment	Amount	Cheque no.
David Miles PC kissing gate replacement	£524	440
Katherine Mills Clerk & RFO salary May 2015	£238	441
Katherine Mills Clerk & RFO salary June 2015	£238	442
Katherine Mills Clerk & RFO salary July 2015	£238	443

Payments made since the last meeting:

Payment	Amount	Cheque no.

PC Main	£2,926.70	31.3.15
PC Reserve	£6,119.12	31.3.15
Playground main	£17,896.72	27.2.15
Playground Reserve	£28,888.02	31.3.15
Pavilion Main	£19,785.45	31.3.15
Pavilion Reserve	£3,151.80	31.3.15
JUMPA Main	£3,4453.22	31.3.15

13 Planning Report

The Parish Council was currently considering:

14/00016/F

Mr & Mrs Gadd

Land to rear of Blenheim Cottage

Appeal to Secretary of State

Several residents had expressed concern regarding the Blenheim Cottage appeal. Objections previously made by the Parish Council would automatically be sent to the Secretary of State for consideration. Both the Parish Council and residents could send additional comments to be considered at the appeal before the 21 May. The Parish Council agreed to reiterate previous objections with a focus on the lack of village support for the development, parking and access issues.

ACTION: KM & JO

Permission granted

15/00243/OUT

Varneys Garage, Quarry Road

Outline application for redevelopment of existing yard to 3 residential dwellings

14 Broadband – update on installation

- 14.1** Installation was now complete although the facility would not be available to residents in Quarry Road and Hornton Ground Farm at present. Cllr Hewlett had emailed a contact at BT to discuss the possibility of a BT bulk buy to offer an attractive rate to residents and was waiting for a reply. The new facility gave residents the opportunity to contact internet providers to compare rates. Cllr Wain would contact Julie Stanley to request the information be included in The Gossip. **ACTION: KW**

15 Website – update on progress

- 15.1** Cllr Wain presented website update to cllrs and the new website would become live in the near future.

16 Correspondence

- 16.1** Consider ORCC membership – **RESOLVED** to continue with the annual membership. The Clerk would complete the membership form. **ACTION: KM**
- 16.2** Bob Langton precept query – Cllrs agreed that, following a query regarding the precept increase from resident Bob Langton, details of the reasons for the increase would be put in the Gossip and on the village website. **ACTION: KM**

17. Churchyard maintenance contribution

- 17.1** The cost of the churchyard grass cutting had increased and the Parish Council had been requested to contribute funds to help cover the increase. The Parish Council **AGREED** to provide funds to cover a third of the cost increase. Cllr Wain would request an invoice from the church which would be required for the internal audit. **ACTION: KW**

18 APM village survey – consider questions to be included

- 18.1** Cllr Hewlett reported on a Village Green training day that he had attended. The course had been presented by two OCC lawyers specialising in Village Greens and had been very useful. The specialists had confirmed that it was an offence to park or drive on registered green areas. They also confirmed that both posts and stones could legally be placed on registered green areas and the Parish Council would not be liable in the case of vehicle collision with the posts or stones. This was a Highways consideration.
- 18.2** Following the training day Cllr Hewlett had contacted OCC who had provided maps detailing 15 registered grass areas in Hornton, one of which was the main Village Green. It was **AGREED** that the Village Green should be a question on the village survey along with the purchase of a village defibrillator and further feedback on other village matters. The Clerk would put together a survey to be included as a pull out in The Gossip. Survey results would be discussed at the APM. **ACTION: KM**

19 Roads and Highways Report – landowner statements and weed spraying in the village

- 19.1** Cllr Hewlett would contact the Clerk at Wroxton regarding potholes along the road from Wroxton to Hornton. **ACTION: TH**
- 19.2** Cllr Wain raised the issue of the water on the road opposite the Chapel. It was noted that the area was now marked by Highways and the leak was due to a spring. Highways would divert the water to a nearby drain.

- 19.3 Cllr Hewlett reported that the bus service was to be replaced by a twice daily free mini bus service although this had not yet been confirmed.
- 19.4 Cllr Hewlett reported that Landowner Statements did not stop public access but ensured that land that was not a public footpath did not become so if used by the public over a long period of time.
- 19.5 Cllrs agreed that weed spraying was required along the Bell Street footpath. The Clerk would contact Clive Porter to arrange for the area to be sprayed. **ACTION: KM**

20 Allotments Report

- 20.1 Cllr Burden reported that there were two half allotment vacancies at present. The allotments were in good condition but needed some rain. Martin Hemmings was mowing the allotment paths on a voluntary basis. It was **AGREED** to refund the petrol cost of the mowing and Cllr Burden would request a receipt. The allotments would be open to visitors on the village Open Garden day on the 18th June.

21. Playground Report

- 21.1 Cllr Jarrett read a report from David Miles. The RFO had received the Playground year end accounts for audit. Ben Tyrell had joined the Playground Committee and Ian Donaldson had offered to help with the mowing and was now on the rota. A new rocking horse had been ordered to replace the old rocking horse. The cost was £9744 plus VAT and this included surface replacement and installation and a 4 year guarantee. An Open Morning would take place in June or July. A new 'No dogs, no glasses and no Kite Flying' sign had been ordered.
- Weekly Inspection Reports were submitted to the Chair for signature.

22. Pavilion

- 22.1 Cllr Wain reported that the Pavilion had received a donation of £5,000 from Mr.Keller towards the new changing rooms. Anne Joyner had also sent grant applications to various organisations. Cllr Wain would obtain quotes for new changing rooms. The Pavilion Committee had purchased a new BBQ which would be added to the assets register. The Clerk would contact the contractors regarding the completion of the work in the car park. **ACTION: KM**

23. JUMPA Report

- 23.1. Cllr Burden had spoken to Perry Hale nurseries regarding the purchase and planting of Christmas trees for future Parish Council use. The nursery had been very helpful and had given advise on how and when to plant the trees, the variety of tree to plant and the cost which would be approximately £30 to include post and packaging. A tree sponsor scheme had been suggested. Cllr Burden would prepare the land ready to plant the trees in the autumn.
- 23.3 Cllr Jarrett would check the JUMPA bin which was reported to be full. **ACTION: DJ**

24 AOB

- 24.1 Gaps in the footpaths by Holloway Cottage could be an H&S issue. Cllr Burden to check ownership and report back at the next meeting. **ACTION: PB**
- 24.1 The Chair signed a letter regarding parking near West End to be distributed to residents in the area. **ACTION: TH**
- 24.3 Cllr Jarrett reported that there were H&S issues in the building development on Bell Street. Railings led to a sharp drop and overhead cables did not have appropriate covers. There were no safety fences around the site and no warning signs. The Clerk would contact CDC to request a site visit. **ACTION: Clerk**
- The Chair thanked cllrs for their attendance and the meeting closed at 9.35pm.