

# HORNTON PARISH COUNCIL

9 March 2022

To all members of the Parish Council

Your attendance is requested at the next meeting of the Parish Council to be held at the Pavilion on Monday, 14 March at 7.30pm.

## AGENDA

1. To receive apologies for absence
2. To receive declarations of interest
3. To approve the accuracy of the minutes of the Parish Council meeting held on Monday, 7 February 2022
4. Matters arising from the previous minutes (Min 5.7 Playground investment/Min. 7 Motocross/Min. 9 Warwickshire Hunt/Min. 10 Platinum Jubilee Street Party)
5. Finance Report
  - 5.1 To approve the following payments already made using delegated powers:

Date	Payee	Description	Amount	Account
08.02.22	BT	Pavilion internet	£54.00	Pavilion
14.02.22	ICO	Data protection fee	£35.00	PC
24.02.22	John Offord - Reimbursement re No5 Barristers	MotoX legal	£1,080.00	MotoX
25.02.22	Southern Electric	Pavilion electricity	£1,153.17	Pavilion
28.02.22	Castle Water	Pavilion water	£5.00	Pavilion
01.03.22	Stratford Heating Services	Pavilion heating repair	£444.00	Pavilion
07.03.22	Cherwell Garden Machinery	Mountfield Mower	£270.00	Playground

- 5.2 To approve payment of the following invoices:

Payee	Description	Amt	Account
Monika Cleaning Services	Cleaning of Pavilion 21/02, 28/02	£85.00	Pavilion
OALC	Annual membership 2022-2023	£150.00	PC
John Offord - Reimbursement zoom	Monthly subscription	£14.39	PC
K Wain	Kettles	£28.00	Pavilion
Cleenol	Cleaning supplies	£167.69	Pavilion

- 5.3 To note the following receipts:

Date	Payment submitted by	Description	Amount	Account
01.02.22	Morris	Pilates	£12.00	Pavilion
02.02.22	COIF	Interest	£4.26	Playground
08.02.22	Girobank	Pavilion and JUMPA rent	£168.00	Pavilion & JUMPA
09.02.22	Triforia	Keep fit	£24.00	Pavilion
14.02.22	Morris	Pilates	£24.00	Pavilion
08.02.22	Credit 36	Pavilion fundraising	£125.00	Pavilion

01.03.22	Triforia	Keep fit	£36.00	Pavilion
02.03.22	COIF	Interest	£7.56	Playground
07.03.22	Morris	Pilates	£12.00	Pavilion
07.03.22	Morris	Pilates	£12.00	Pavilion
07.03.22	Morris	Pilates	£12.00	Pavilion

Bank balances as at 9<sup>th</sup> March 2022

PC Current	£10,870.20
PC Savings	£9,000.55
CCLA fund (playground)	£30,000.00
<b>Total</b>	<b>£49,870.75</b>

Committee Balances as at 9<sup>th</sup> March 2022

	HPC	Jumpa	Pavilion	Motocross	Playground	Grand Total
Balance B/F as at 31/01/22	£9,443.00	£6,955.13	£3,058.17	£690.77	£32,966.96	£53,114.03
Total Payments	£553.21	£0.00	£1,776.89	£1,080.00	£270.00	£3,680.10
Total Receipts	£0.00	£24.00	£401.00	£0.00	11.82	£436.82
<b>Balance to 03/03/22</b>	<b>£8,889.79</b>	<b>£6,979.13</b>	<b>£1,682.28</b>	<b>£-389.23</b>	<b>£32,708.78</b>	<b>£49,870.75</b>

\*Please note changes to opening balances from that shown on last report for HPC, and JUMPA due to charge of £158.35 being transferred from HPC to JUMPA.

- 5.4 To review the spend against budget for 2021/22 to 14<sup>th</sup> March 2022 (see attached document – HPC Spend to budget to 14<sup>th</sup> March 2022).
- 5.5 To approve the regular payments list for 22/23 (below), delegating authority to the RFO to make these payments up to the total annual budget without requesting pre approval from the council. The dual authorisation process will remain in place so all payments will be authorised by the Clerk and at least one councillor before going out and will be listed on the next agenda.

Budget item	Total budget
Clerk's/RFO's Salary	£5,785.00
Clerk's/RFO's Expenses	£120.00
Insurance	£1,373.00
Subscriptions	£270.00
Audit	£430.00
Stationery	£400.00
IT	£500.00
Payroll	£250.00
Training	£475.00
Website	£320.00
Defib	£100.00
Tree maintenance	£1,250.00
Grass cutting (Church)	£500.00
General maintenance	£600.00

Dog poo bins	£300.00
Pavilion Utilities	£2,720.00
Pavilion Cleaning	£350.00
Pavilion Fire extinguisher	£130.00
Pavilion Repairs	£500.00
Pavilion General	£300.00
JUMPA	£250.00
Playground Annual Inspection	£90.00
Playground Maintenance	£410.00
Allotments	£200.00
Contingency fund	£250.00

**5.6 To review and adopt Financial Regulations (last adopted March 2021) for the coming year.**

**5.7 To discuss Asset List and use of Parish Online.**

**5.8 To discuss village tree inspection arrangements.**

**6. Planning Report:**

**New planning applications received:**

Reference No.	Location	Proposal/ Description	Status	PC Decision
22/00587/TCA	Eastgate Cottage Eastgate Hornton Banbury OX15 6BT	G1 x Beech - re-reduction by up to 3 - 4 metres. T1 x Ash - pollard to a height of up to 5 metres above ground level. T2 x Birch - removal.	Case Officer Assigned	
22/00448/DISC	Cornerways Millers Lane Hornton Banbury OX15 6BS	Discharge of condition 3 (garage door design details) of 19/00153/F	Case Officer Assigned	

*\*No changes to planning decisions outstanding from last meeting.*

**7. To review and adopt the following policies for the coming year:**

*7.1 Risk Management Scheme (last adopted February 2021)*

*7.2 Freedom of Information Scheme (last adopted February 2021)*

**8. Hornton Parish Council Elections May 2022 update**

**9. Website and email addresses**

**10. Pavilion Report**

*10.1 Cleenol Account*

**11. Allotments Report**

**12. Roads & Highways Report**

**13. JUMPA Report**

**14. Playground Report**

*12.1 Playground inspection forms*

**15. Correspondence received**

**16. Other items to note**