

HORNTON PARISH COUNCIL

DRAFT Minutes of Parish Council Meeting Held on **Monday, March 11, 2024**, in the Pavilion

Present: **Councillors:**
John Offord (Chair) – **JO**
Callum Harris (Vice Chair) – **CH**
Paul Burden – **PB**
Andrew Overton - **AO**
Chris White – **CW**
RFO: Kirsty Buttle – **KB**
Clerk: Al Mills – **AM**

1. Apologies for absence
Philip Holt – **PH**
Steve Woodcock - **SW**
2. Members' declarations of interest for items on the agenda – none received.
3. The accuracy of the minutes of the Parish Council meeting held on Monday, 12 February, 2024, was agreed.
4. The various procedures for handling financial matters were discussed at length and all should now recognise the continued importance of following such procedures.
5. Outstanding matters/actions from previous meeting

Action	Outcome
Prepare for website photo at next meeting	AM, CH, CW, PH to provide photos to the clerk
Ensure efficient council e-mail access	In progress

6. Mower fleet, and other ground care equipment, clarification was (hopefully!) achieved.
7. The cost of a new mower at £1,300 and existing maintenance at c.£300 was agreed.
8. Finance

8.1 Payments and Receipts:

8.1.1 The following payments made using delegated powers were approved:

Date	Payee	Description	Amount	Account
08.02.24	BT	Pavilion phone	£39.59	Pavilion
14.02.24	ICO	Data Protection Fee	£35.00	PC
16.02.24	Castle Water	Pavilion water	£21.91	Pavilion
26.02.24	Paul Burden	Ink cartridge	£24.99	Playground
26.02.24	Alistair Mills	Salary and office February	£408.20	PC
26.02.24	Kirsty Buttle	Salary, office, and ink cartridge February	£229.42	PC
26.02.24	HMRC	Tax February	£45.80	PC
28.02.24	Quietco Ltd	Deposit for pavilion soundproofing	£7,480.80	Pavilion
29.02.24	SSE	Final invoice for Oct 23	£7.98	Pavilion
01.03.24	Monika Cleaning Services	Pavilion cleaning 4 visits Feb	£180.00	Pavilion

8.1.2 The following receipts were noted:

Date	Payment submitted by	Description	Amount	Account
19.02.24	Square	Big breakfast income	£44.74	Pavilion
19.02.24	G&J Hall	Big breakfast income	£258.42	Pavilion
23.02.24	National Lottery	Grant re soundproofing village hall	£8,000.00	Pavilion
04.03.24	CCLA	Interest	£125.04	Playground

8.1.3 The payment of the following invoices was approved:

Payee	Description	Amount	Account
Banbury IT Wizard	Antivirus 12 months	£35.00	PC
OALC	Annual membership	£168.00	PC
Community First Oxfordshire	Annual membership	£55.00	Pavilion
Matthew Bonham	Clearing Brambles football field	£300.00	PC

8.1.4 The bank balances as at 5th March 2024 were noted:

PC Current	£3,257.70
PC Savings	£36,030.35
CCLA fund (playground)	£30,000.00
Total	£69,288.05

8.1.5 The committee balances as at 5th March 2024 were noted:

	HPC	JUMPA	Pavilion	Playground	Grand Total
Balance b/f to 06/02/2024	£20,456.54	£8,142.90	£7,430.14	£33,303.96	£69,333.54
Total Payments	£718.42	£0.00	£7,730.28	£24.99	£8,473.69
Total Receipts	£0.00	£0.00	£8,303.16	£125.04	£8,428.20
Balance to 05/03/2024	£19,738.12	£8,142.90	£8,003.02	£33,404.01	£69,288.05

9. Required amendments to the asset register were agreed, including:

- 9.1. Addition of folding tables purchased in Dec 23 - £590
- 9.2. Addition of new JUMPA mower purchased in October 2023 - £471
- 9.3. Removals in relation to mowers, strimmers, and gang mowers – Stihl strimmer (-£184), 2 gang mowers (-£3,183), JUMPA Mower (-£450)
- 9.4. Any other additions in relation to mowers, strimmers, and gang mowers – Petrol mower with Honda engine (£1), and Honda Petrol Mower to be purchased this week (£1,084)
- 9.5. Any other amendments and confirmation of new asset register value – Addition of 1 line marker (£1)

It was confirmed that the updated Asset Register value is now £439,311.

10. An increase in the pay scale point for the Clerk and RFO by 1 point to SCP 26, as of 1st April 2024, resulting in an increase of 46p per hour on the current scale rates, was agreed.

As financial matters were now completed, the RFO left the meeting.

11. Planning Report:

11.1. New planning applications received since last meeting:

Reference	Location	Proposal/ Description	Validated	Status
24/00375/F	Os Parcels 7685 6871 8775 1582 3675 3173 1865 0250 8545 7331 1724 And Part 0006 Adjoining Stratford Road A422 Wroxtton	Formation of two fishing lakes, two nursery lakes, the siting of 15 accommodation lodges, 8 pods, a management building and ancillary vehicular access, parking and landscaping	16/02/2024	Under Consultation

It was agreed that the above planning application should be objected to, as it raises several concerns.

11.2. CDC Planning decisions outstanding: Nothing presently of interest

11.3. The Hanwell planning appeal was noted.

12. Motocross update – nothing new to report. The situation continues to be closely monitored.

13. Pavilion Report

13.1 It was officially agreed to proceed with the acoustic treatment at a cost of £12,468.

The opportunity to replace the existing spotlights with more efficient LCD ones during the installation (at a cost of c.£100 from the pavilion budget) was also agreed.

13.2 It is thought the required repairs to the car park fencing can be completed for <£100 from the Pavilion maintenance budget - due to the work being completed by volunteers.

13.3 The significant cleaning charge increase (£19 to £22.50 ph) was noted as a matter of concern. However, as good cleaners are not easy to find, it was felt it was better to continue with the current cleaner at least for the near future.

13.4 The £300 charge for bramble clearance was agreed.

13.5 An investigation into a bigger cooker will be undertaken by the pavilion committee.

14. Allotments Report

14.1 It was suggested there may be a more economical way to purchase the required hardcore needed to solve the excessive wheel rutting. However, it is clear the work needs doing and the stated initial cost of £50 was agreed.

15. Roads & Highways Report including Speedwatch

15.1 Muddy water in Millers Lane. Regrettably the farmer with responsibility for the upkeep of the bridleway access to his farmstead has not been particularly responsive to appeals to improve the situation. OCC may have to intervene. Meanwhile, other ways of relieving the situation continue to be investigated.

15.2 Mirror at the junction of Millers Lane and Townend – in progress.

15.3 20 mph limit progress – in the pipeline.

15.4 The traffic signage survey results showed 89% of respondents being in favour of the proposed speed signs. Costs and final details will now be ascertained.

15.5 The tree at Thorn Cottage is reportedly being reduced by a third of its height. This is thought to be insufficient to allay the safety concerns and may also lead to increased root growth. Encouragement to complete the work properly is being relayed to the owners of the property.

- 15.6 Drain by the green – in progress.
- 15.7 Speedwatch – the fact that the equipment is shared with other villages, and the recent inclement weather, has meant that only one session has been possible recently. It might be worthwhile purchasing equipment for exclusive Hornton use if this scenario continues. On a more positive note, the scheme has attracted several new volunteers whose contribution is much appreciated.
- 16. JUMPA Report**
- 16.1 A water loving plant to reduce flooding concerns is being investigated.
- 17. Playground Report**
- 17.1 Some general maintenance work to get the playground ready for the busy summer period will soon be required.
- 18.** The dog bin collections are being changed in a bid to make the service more ‘cost effective’. Parishioners are asked to contact the parish council if any dog bin overflow is encountered.
- 19. Clerk’s Report**
- 19.1 Website Reorganisation has begun but it may well take a while to fully complete – as other tasks often have a higher priority.
- 19.2 Although it is recommended that a parish council has a dedicated telephone number, it is felt that the cost involved, and the size of our parish, make this a ‘nice to have’ rather than an essential.
- 19.3 The parish council risk assessment is due to be reviewed.
- 20.** Thanks to Kevin Wain and the other volunteers for the recent litter pick were extended. The request to purchase 6-8 litter pickers (@<£20) – to supplement the maximum of 6 provided by Cherwell DC – is recognized, but it was thought it was worth first trying a request to Cherwell DC to increase the number of litter pickers provided. It was noted that there is another pick proposed for the end of Summer.
- 21.** It was noted that, as a part of a national initiative, Gigaclear internet cabling are aiming to install highspeed fibre cables to all households in the village, and that the work is scheduled for July 2024. It was also noted that some parishioners have been contacted by Gigaclear as, to reach some properties, cable will have to be installed on their privately owned land. The parish council would encourage such parishioners to allow the installation, as high-speed internet connection is a benefit all should be able to access – and will also enhance the desirability of any property. However, it was also noted that this is not a parish council matter, and any arising disputes will have to be resolved between those involved.
- 22.** An application for a free defibrillator at the pavilion has been submitted to the British Heart Foundation, as they are currently promoting an initiative to make more defibrillators available. But the installation cost will have to be met by the parish council and will likely be around £200.
- 23.** The next meeting on the timetable is the Parish Meeting on Monday April 8, 7:30 pm at the pavilion. This is followed by the Annual Parish Council Meeting on Monday May 13, 7:30 pm at the pavilion. It is likely the annual meeting will be immediately followed by a regular parish council meeting.

Meeting Closed – 09:35 pm