

HORNTON PARISH COUNCIL

MEETING AGENDA

09 September 2024

Members of Hornton Parish Council are hereby summoned to attend the Parish Council Meeting.

To be held on **Monday, 9 September 2024 at 7.30pm** in the Pavilion.

AGENDA

1. Receive any apologies for absence.
2. Members' declarations of interest for items on the agenda.
3. Approve the accuracy of the minutes of the Annual Parish Council meeting held on Monday, 8 July 2024.
4. Outstanding matters/actions from previous meeting:

Action	Who
Contact OCC regarding bus stop	AM
Circulate correct meeting dates for 2025	AM
Review CPRE involvement	SW

5. Finance
 - 5.1. To receive the external auditor's report for the 2023-24 and agree any actions required in response to the report
 - 5.2. Proposal to make the following amendments to the asset register:
 - 5.2.1. Addition of new Vehicle Activated Sign - £4,933
 - 5.2.2. Removal of speedwatch equipment now defunct - £2,394
 - 5.3. To approve adoption of the following updated policies:
 - 5.3.1. Financial Regulations
 - 5.3.2. Risk Assessment
 - 5.3.3. Internal Financial Controls
 - 5.4. To appoint an Internal Controls Councillor to complete quarterly financial checks (as per the Internal Financial Controls Policy)

5.5. Payments and Receipts:

5.5.1. To approve the following payments already made using delegated powers:

Date	Payee	Description	Amount	Account
30.06.24	Unity Bank	Account fee	£18.00	PC
09.07.24	BT	Pavilion phone/broadband	£43.38	Pavilion
30.07.24	Stocksigns Ltd	VAS	£5919.60	PC
30.07.24	St John's Church	Annual donation	£550.00	PC
30.07.24	Cleenol	Pavilion cleaning items	£65.39	Pavilion
30.07.24	Sam Wheeler	Pavilion cleaning 2,9,16, and 23 July	£153.00	Pavilion
30.07.24	Paul Burden	Petrol for playground mowers	£16.82	Playground
30.07.24	Alistair Mills	Salary and office July	£418.17	PC
30.07.24	Kirsty Buttle	Salary and office July	£214.10	PC
30.07.24	HMRC	Tax July	£47.20	PC
08.08.24	BT	Pavilion phone/broadband	£43.38	Pavilion
27.08.24	Moore	Annual external audit 2023-24	£252.00	PC
27.08.24	Cleenol	Cleaning supplies	£10.20	Pavilion
27.08.24	Sam Wheeler	Pavilion cleaning 30 Jul, 6,13,20 Aug	£153.00	Pavilion
27.08.24	Clear Councils	Annual parish insurance	£785.89	PC
27.08.24	Alistair Mills	Salary and office Aug	£418.17	PC
27.08.24	Kirsty Buttle	Salary and office Aug	£214.30	PC
27.08.24	HMRC	Tax Aug	£47.00	PC

5.2.2 To note the following receipts:

Date	Payment submitted by	Description	Amount	Account
02.07.24	CCLA	Interest	£128.29	Playground
05.07.24	Williamson	Hall hire	£60.00	Pavilion
05.07.24	Triforia	Keep fit	£45.00	Pavilion
08.07.24	Overton	Hall hire	£135.00	Pavilion
30.07.24	Tyrell	Allotment fee	£30.00	PC
01.08.24	Triforia	Keep fit	£60.00	Pavilion
02.08.24	Cher run & jog	Pavilion hire	£75.00	Pavilion
02.08.24	CCLA	Interest	£131.97	Playground
07.08.24	Post Office Cash Deposit	Pavilion hire	£105.00	Pavilion
23.08.24	Credit 114	Pavilion hire	£70.00	Pavilion
27.08.24	Square	Croquet Tournament	£288.25	Pavilion
29.08.24	Post Office Cash Deposit	Car boot sale (£163), History Group hall hire (£75), Croquet Tournament (£269.50)	£507.50	Pavilion
30.06.24	Unity Bank	Interest	£249.02	PC

5.2.3 To approve payment of the following invoices:

Payee	Description	Amount	Account
Netwise	Annual Website/e-mails fee	£420.00	PC
PPL	Annual Music Licence	£176.56	Pavilion

5.2.4 To note the bank balances as at 2nd September 2024

PC Current	£3,598.65
PC Savings	£36,522.87
CCLA fund (playground)	£30,000.00
Total	£70,121.52

5.2.5 To note the committee balances as at 2nd September 2024

	HPC	JUMPA	Pavilion	Playground	Grand Total
Balance b/f to 27/06/2024	£27,305.08	£8,267.07	£8,173.88	£33,860.06	£77,606.09
Total Payments	£8,884.43	£0.00	£468.35	£16.82	£9,369.60
Total Receipts	£279.02	£0.00	£1,345.75	£260.26	£1,885.03
Balance to 02/09/2024	£18,699.67	£8,267.07	£9,051.28	£34,103.50	£70,121.52

6. Planning Report:

6.1. New planning applications received since last meeting:

Reference	Location	Proposal/ Description	Validated	Status
		Just some aforementioned tree maintenance plus reconfiguration work on the Vodafone aerial at Hart's Farm to report.		

6.2. CDC Planning decisions outstanding: Fishing Lakes - [24/00375/F](#)

7. Neighbourhood Plan update

8. Approve the adoption of the guidelines in the Oxfordshire Councils Charter

9. Motocross update

10. Approve/consider installation of publicly available electric vehicle charge points.

11. Pavilion Report

11.1 Landscaping project update

11.2 Waterlogged football pitch update

11.3 Financial tracking

12. Allotments Report

13. Roads & Highways Report including Speedwatch

13.1 Approve salt bags for ice treatment purchase - £100 for 36 small bags

13.2 Muddy water in Millers Lane – meeting imminent

13.3 20 mph limit update

13.4 Speed sign update

13.5 Speedwatch equipment update

14. JUMPA Report

15. Playground Report

16. Clerk's Report

16.1 Planning notification clarification from Cherwell District Council

16.2 Further consider proposal for improved IT service – including **gov.uk** domain.

16.3 Bus stop update

16.4 Insurance update

16.5 Approve 2025 meeting dates

16.6 Approve purchase of Litter pickers – Cheap 2x4 pack at c. £20 a pack – so about £40 for 8, or something more robust at c. £20 each – so about £160 for 8.

16.7 Oxfordshire Association of Local Councils (OALC) is looking to improve subscription costs by 7%. As a member of the association, we have a vote to approve or reject the proposal at the extraordinary AGM in October.

16.8 Trees

16.9 Trees pt 2 – conservation area