

HOLTON PARISH COUNCIL

Councillors are summoned to the Annual Meeting of Holton Parish Council on

Monday 12th May 2025

To be held at 7.00 pm In the Committee Room, Holton Village Hall

Signed: S. L. Barter, Clerk to the Council

Members are reminded that if they have an interest to declare in any agenda item, they should do so in advance of the meeting in the book provided for this purpose.

Members should endeavour to acquaint themselves with the plans before the meeting and, if possible, visit the sites. Planning applications may be viewed: On the SODC website - southoxon.gov.uk or by prior arrangement with the clerk. (01865 872334)

AGENDA - ANNUAL MEETING

1. **Apologies**
2. **Election of Chairman**
3. **Election of Vice-Chairman**
4. **Declarations of Office of Chairman and Vice-Chairman**
5. **Formal Adoption of Standing Orders/Financial Regulations and Model Code of Conduct**
6. **To appoint members to serve on the undermentioned committees**
 - Holton Orchard
 - Holton Village Hall Management Committee
 - Brookes Liaison Group
 - Personnel Committee
7. **To fix the dates of Ordinary Meetings of the Council for the ensuing year**

The Annual Meeting closes and the Ordinary Meeting of Holton Parish Council held on Monday 12th May 2025 opens under the newly appointed Chairman.

HOLTON PARISH COUNCIL

Councillors are summoned to the Meeting of Holton Parish Council on

Monday 12th May 2025

To be held after the Annual Parish Council Meeting in the Committee Room,
Holton Village Hall.

Signed: S. L. Barter, Clerk to Holton Parish Council

AGENDA

1. **Apologies**
2. **To confirm the Minutes of the Meeting of the Council held on 14th April 2025.**
3. **Declarations of Interest**

OPEN FORUM -

4. **District and County Councillor Reports**
5. **Matters arising from the Minutes**

6. **Traffic, Road and Highway Matters**

Road Safety Group

Updates - 20mph extension, Surface water issues, Ditches

Village bus Service

7. **Financial Matters**

a. Payments:	VAT incl.
Clerk's salary May 2025	533.70
Employer's National Insurance	17.50
Richard Taylor Churchyard	220.80
Richard Taylor Orchard	206.40
Richard Taylor Village Green	91.20
Clear Councils PC Insurance Renewal	541.96

Receipts:

CIL Payment Received £2,737.20

- b. **Bank balances after paying the above and monies received.**
Deposit £18,792.94 Current £ 1,407.83
- c. **Monthly Bank Reconciliation.**
- d. **Holton Parish Council Annual Internal Audit Report 2024/2025**

- e. **Annual Governance Statement 2024/2025**
- f. **Accounting Statements 2024/2025**
- 8. **Annual Parish Meeting. Thursday 22nd May 2025**
Agenda. Chairman's Report
- 9. **Churchyard extension land**
Stone walling contractor appointed. Site visit between Richard Hunt and wall contractor to be arranged.
- 10. **Planning Applications:**
P25/S1297/S73. Holton Park Cottage, Holton. OX33 1PR
Variation of Condition 2 (Approved plans) on application P23/S3296/FUL
(Replacement dwelling . Formation of new access and associated operations) – to allow for provision of a detached single storey garage.
- 11. **Planning Decisions: South Oxfordshire District Council**
None as of 7th May 2025
- 12. **Reports**
Holton Village Hall: Report on Annual Meeting 8th May, Summer BBQ Friday 1st August, 50th Birthday Celebrations October 18th, Film Night Friday 20th June.
Orchard: Report
Brookes Liaison - Awaiting updates from Savills.
- 13. **Publications/Letters and forthcoming events**
- 14. **Items for discussion and/or referral to a future meeting**
Parish Council IT Policy
- 15. **Date of Next Meeting:** Monday 9th June 2025