

HOLTON PARISH COUNCIL

Councillors are summoned to the Meeting of Holton Parish Council on

Monday 9th March 2026

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

1. **Apologies**
2. **To confirm the Minutes of the Meeting of the Council held on 12th January 2026 meeting to be held on 9th February cancelled**
3. **Declarations of Interest**

OPEN FORUM -

4. **District and County Councillor Reports**
5. **Matters arising from the Minutes**
 - Holton Litter Blitz Saturday 21st March 10.00 am start from Holton Village Hall. Litter pickers, hi-viz, bags and collection organised.
 - Christmas Decorations December 2026 on Village Green – Clerk to submit proposals and options later in year when decoration options available.
 - Communication Strategy prepared for discussion in March.
6. **Traffic, Road and Highway Matters**
 - 20mph extension – Traffic order published. Circulated email 30/01/2026
 - Drains (Holton Turn). Highways have the drains scheduled for maintenance.
 - Highways parking/verges Holton Park Cottage, email circulated 07/01/2026 follow up email 03/02/2026 (circulated). Verges re-instated.
 - The Gray House verge damage – owner contacted and will be re-instating the verges.
 - Email to Highways and Tim Bearder referring to blocked road drains, surface water, damage to road surfaces in area from Poplar Mead to Carina circulated 23/01/2026 follow up email 03/02/2026 (circulated). Highways response circulated 24/02/2026. Thames Water visited site 27/02/2026 no

chlorine identified, surface water rising under paving at High Bank, Clerk had a word with the owner.

- Tim Bearder met Clerk and RB and reported blocked drain email circulated response 24/02/2026. Clerk cleared and removed mud from top of drains between High Bank and Village Hall. All but two running clear – there are two which have a layer of mud on top of internal metal plate but these two drains do not appear to have a water run like the others. Report to Fix My Street and under investigation. Reported to Holton Super Users and in process of mapping the drains.
- Awaiting removal of Stocks Tree. Suggestions so far from village as to suitable replacement tree – Prunus or Pin Oak.
- Verge damage – contacted farmers no response as yet.
- Salt Bin in position.
- Suggest ditches and grips be reinstated in the Autumn

7. Financial Matters

a. **Payments: February**

b. Clerk's Salary February	550.50
HMRC Nat Insurance Quarterly	60.06
Bank Monthly Service charge (19 Jan)	4.25
Amazon Black and Coloured Printer Inks	72.39
Microsoft Upgrade	84.99
Oxford IT support	75.00
Hugo Fox (12 Jan) Email monthly charge	20.99
Orchard sign (Timpsons)	63.00

Payments: March

Clerk's salary March	550.50
Richard Taylor (Clearing leaves/mud kerbing Bus Shelter)	86.40
PWLB loan repayment due 23/03/2026	799.66
Bank Monthly service charge (19 Feb)	4.25
Hugo Fox (12 Feb) Email monthly charge	20.99
Robert Pinkney Churchyard railing clearance £1,945.00 + VAT	2334.00

b. **Bank balances at 03/03/2026**

Deposit: £14,784.84 **Current: £1,968.19**

Yet to Pay: Public Works Loan Board £799.66 due 23/03/2026 and Robert Pinkney Churchyard (£1,945.00 + VAT).

c. **Monthly Bank Reconciliation at 03/03/2026.**

d. **Appointment of Internal Auditor Eugenia Skelly – Sign Letter of Engagement.**

e. **End of year 31/03/2026 accounts to be prepared and VAT Claim**

f. To discuss CIL monies and future expenditure.

Total CIL £4,923.00 (circulated). Response from SODC re. likely CIL payments circulated 23/02/2026.

No CIL payment due from Holton Park Cottage self-build relief remains in place.

- **CIL regulations state that a parish council can spend CIL funds on the following:**
- **The provision, improvement, replacement, operation or maintenance of infrastructure; or**
- **Anything else that is concerned with addressing the demands that development places on an area.**

8. Churchyard extension land

Contractor Robert Pinkney has completed the work to remove the railings and clear stumps from the area. 02/03/2026.

Ground preparation and grass seeding now required before fence installations.

9. WPS Boundary fence proposals

Details received previously and no further information as yet. Email sent to School and Site Manager for an update - 04/03/2026.

10. Wheatley Neighbourhood Plan

To receive further information from Wheatley Parish Council

11. Local Authority Reorganisation - Unitary Authority

Signed letter sent to Minister – email circulated 30/01/2026

12. Planning Applications:

P26/S0214/LB. The Hay Barn, Pond Farm, Holton. OX33 1PY
Installation of EO mini EV charger on external wall.

P26/S0308/FUL. St. Andrews Field, Holton. OX33 1PZ
Erection of a self-build 1.5 storey dwelling with a detached garage and store.
Response extension given until 12/03/2026.

13. Planning Decisions: South Oxfordshire District Council

None at 02/03/2026

14. Reports

Holton Village Hall. – Both SODC Grants for Solar Energy received. Film Night 6th March, Holton Archive combined with WPS Archives/Archaeology Club Exhibition 14th March. Annual Village Hall Meeting 14th May 2026

Orchard – Monthly report and repairs update – Orchard sign in place. Pruning workshop held on Saturday 28th February 10 – 12 pm.

15. Annual Parish Meeting Thursday 21st May 20.

Invites to village organisations. Oxford Brookes update to invite David Bainbridge Savills?

Holton Village Hall would like to give a presentation on the Hall Solar system from Energy My Way the Installers.

16. Publications/Letters and forthcoming events

AGAR Forms to be issued in March (Moore External Auditors).

February OALC Newsletter circulated 03/03/1016. TOE Grant for Orchard re-wilding Page 8.

17. Items for discussion and/or referral to a future meeting

18. Date of Next Meeting: Monday 13th April 2026