

HOLTON PARISH COUNCIL

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

Monday 13th May 2024

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 Acceptance 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**
7. **To fix the dates of ordinary meetings of the Council for the ensuing year.**

PARISH COUNCIL MEETING

1. **Apologies**
2. **To confirm the Minutes of the Meeting of the Council held on 8th April 2024.**
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 – Terms of Reference.
Super users report
20 mph speed limit extension.
7. **WP School Access Gate.**

8. Financial Matters

a. Payments	VAT incl.
Clerk's salary (£514.80 less 20p overpaid in April)	514.60
Amazon Printer Inks	73.91
Amazon Printer Inks credit	(34.42)
Richard Taylor Orchard	196.80
Richard Taylor Churchyard	tbc
Richard Taylor Village Green mowing	90.00
Richard Taylor Orchard bench fixing and verge repairs	522.00
Clear Insurance PC Annual Insurance	456.90

Received: Ox County Council Verge Maintenance Payment - £749.65

b. Bank balances after paying the above and monies received 02/04/2024
Deposit £14,811.60 Current £1,757.15

c. Monthly Bank Reconciliation.

d. Holton Parish Council Annual Accounts y/e 31/03/2024 circulated.
Accounts with Internal Auditor. **AGAR** Forms.

9. Contract of Employment and Job Description - Update

Clerk's Contract of Employment with Employment Policies and Job description.

10. Churchyard extension land

11. Brookes Liaison Committee

Bulmers' land proposed footpath. Invited to make application to Community Infrastructure Grant.

12. Planning Applications:

P24/S1167/HH. The Studio, Slaymaker, Holton. OX33 1PR
Alterations and extension to existing dwelling.

13. Planning Decisions: South Oxfordshire District Council

14. Annual Parish Meeting – Thursday 23rd May 2024

Parish Council Chairman's Report.

Invitees: Savills/Crest Nicholson unable to be present but sending details of proposed development. Holton Village Hall, Dr Rogers Trust, Victoria Reading Room, AOB.

15. Reports

Holton Village Hall: Annual Meeting 9th May Report.

Orchard Committee: Teak seat fixed in position. ROSPA Annual Play Inspection booked for July/August 2024 (exact date to be confirmed).

16. **Publications/Letters and forthcoming events**
.GOV.UK Domain and email information. Parish Online offer.
17. **Items for discussion and/or referral to a future meeting**
18. **Date of next meeting** - Monday 10th June 2024

THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO BE PRESENT