

HOLTON PARISH COUNCIL

Councillors are summoned to the Meeting of Holton Parish Council on

Monday 14th September 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** Andy Murray
2. **To confirm the Minutes of the Meeting of the Council held on Monday 13th July 2026**
3. **Declarations of Interest**
4. **Co-option of Parish Councillor – Acceptance of Office and Register of Office. Set up PC email.**

OPEN FORUM

5. **District and County Councillor Reports**
6. **Matters arising from the Minutes**
 - HW& W News Grant agreed of £800.00 for 2026/27 payable in October 2026.
 - Maple Tree Grant payable in October 2026 £750.00
 - Crest Nicholson Traffic Management Plan circulated 14 August and synopsis (Steve Race) 20 August 2026
 - Orchard Land Registry update.
 - Quote received for village verge cut from ODS who did it for two cuts at £350.00 per cut last year. This year, having reviewed the extent of the work advised that the work would cost £844.45 + VAT for a single cut. Contacted Edward Hawes who agreed to cut the verges in early August for £250.00 + £50 VAT. This was just a rough cut without strimming to tide us over until a final cut and tidy up in the Autumn which he would be willing to do. A price for the final cut to be obtained. Our budget from OCC is £749.65 for two cuts.

7. Traffic, Road and Highway Matters

- Speed check to start on 14 September - 22 September.
- Road Safety Group Meeting with Jon Beale OCC Senior Traffic and Road Safety Officer Friday 25 September 10.00 am Holton Village Hall.

8. Financial Matters

Payments to be approved (amounts include VAT where applicable)

Clerk's Salary August	550.50
Clerk's Salary September	550.50
Clerk's salary arrears April-September	109.80
HMRC Employer's National Insurance 23 July (3 months)	60.06
Bank service charges (18 August)	4.25
Hugo Fox Monthly emails (12 August)	20.99
Richard Taylor Village mowing August	91.20
Richard Taylor Orchard mowing August	216.00
Richard Taylor Churchyard mowing August	228.00
Moore Audit Fee	283.50
E. Hawes Verge Cutting August	300.00
Public Works Loan Board (Orchard Loan) 22/09/2026	779.78
Final payment due in March 2027.	
ROSPA Annual Inspection includes Meeting with Inspector fee	159.60
Richard Taylor Village mowing September	tba
Richard Taylor Orchard mowing September	tba
Richard Taylor Churchyard mowing September	tba

Received:

27 July OCC Annual Payment for Village Grass Cutting £749.65

3 September 2026 2nd half precept 2026/27 ££10,409.00

- b. Bank balances at 07/09/2026 after all above payments and receipts.**
Deposit: £ 25,094.03 Current: £2,029.65
- c. Monthly Bank Reconciliation at 07/09/2026**
- d. NALC National Salary Award 2026-27 Clerk's Pay scales agreement back dated to April 2026.**
Approve Clerk's Hourly Rate increase from £18.35 to £18.96 backdated to April 2026. Arrears £109.80. New monthly rate £568.80.
Details circulated 07/09/2026
- e. Notice of Conclusion of Annual Audit**
Published on Notice Board and on website 12 August 2026
- f. Annual Governance and Accountability Return year ended 31 March 2026**

9. Planning Applications:

P26/S2815/HH 2, Church End Cottages, Waterperry Road, Holton. OX33 1PW
Removal of the rear cat-slide dormer and rear flat roof extension and replacement with a two-storey rear extension.

10. Planning Decisions: South Oxfordshire District Council

None

11. Reports

Holton Village Hall. Solar Energy system installed. Film Night 18th September.
Summer Barbecue held in Orchard on 24th July. Spud Night on 4th September.

Churchyard Extension - Grass cut late August and raked up by working party on 5 September

Biodiversity: Parish Council Update – what has been done and to be done.

12. Orchard – Monthly report and repairs update – Andrew Mobbs

Play equipment inspection and meeting with Inspector on 7 August. Report received and circulated 7 September. Remedial action to be taken.

13. Publications/Letters and forthcoming events

Morland House Surgery Car Park letter from Charles Peers Chairman Patient Participation Group circulated 1 September.

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

- Policies to Review: Request for Information Policy, Awarding of Grants. Both on website please review and report any required amendments at meeting.
- Government reorganisation review update.
- SODC Grant Plaque (Orchard Play Equipment) Display and site.

15. Date of Next Meeting: Monday 12th October 2026.