

HORLEY PARISH COUNCIL

AGENDA

Dear Councillor,

You are summoned to attend a meeting of the Parish Council which will be held in the Old School Room at 7.30 pm on Thursday 3 August 2017.

Clerk to Horley Parish Council

- 1) Apologies for absence
- 2) Declaration of Interests
- 3) Minutes of the meeting held on 18 May 2017
- 4) Matters arising
- 5) Finance
- (a) 2017/18 budget monitoring report

The report annexed below shows the income and expenditure for the 2017/18 financial year to date, as compared to the annual budget. There are no particular issues to draw to the attention of Members at this time.

It is recommended that the budget monitoring report be approved.

6) Land adjoining the Old Council Houses, Wroxton Lane

Oxfordshire County Council have agreed to produce a plan showing how parking spaces could possibly be provided on the above land, so the Council can consider whether this is something which it would like to pursue. Unfortunately, this plan has yet to be forthcoming, although it is understood that a survey was carried out in May. It has not been possible to obtain any indication as to when the plan will be ready.

7) Planning report

A report showing the applications which have been determined by Cherwell District Council, and those on which the Council has been consulted since the last meeting, is annexed below.

The Council has been consulted by Cherwell District Council on its partial review of the Local Plan, relating to amendments required to address Oxford's unmet housing need. There are no proposed new housing sites near to Horley. The full consultation documents will be available for inspection at the meeting, or alternatively they can be viewed ahead of the meeting at www.cherwell.gov.uk/planningconsultation.

8) Applications for charitable donations

- a) An application has been received from Guideposts, asking whether the Council would be prepared to make a charitable donation to support their work. Guideposts is a charity based in Witney which provides support for children, young people and adults with disabilities and/or additional needs, people with or recovering from mental health problems, people with dementia, and carers of all these groups. Most of their activities appear to take place in the Witney area, although not necessarily restricted to people resident in that area.
- b) An application has been received from the Soldiers of Oxfordshire Trust. The Trust manages a military museum in Woodstock, and to mark the centenary of the Great War, they are mounting a special exhibition focussing on local military heritage. In particular, they are reviewing archives of the two Oxfordshire regiments, researching where soldiers came from and the local impact of the war. They are seeking financial support for this work, and have suggested a donation of £250.

9) Grass cutting contract

The second cut of the verges in Horley was undertaken by Nigel Prickett on the Council's instructions during the third week of June. At the same time the verges outside of the village boundary on the Banbury Lane were cut as far as the Sor Brook. It is anticipated that a further cut will be required towards the end of August.

It would appear that whilst strimming the verge in front of Stonecroft on Hornton Lane, a stone flew up and struck a window in that property, breaking it. The contractor was unaware at the time, but as soon as the incident was reported, he returned to the property. The Council's specification for this work includes the requirement that the contractor carries suitable public liability indemnity insurance, and Mr Prickett has confirmed that he carries such insurance to a maximum of £10 million.

10) Fireworks event held on July 8th

During the evening of July 8 an impressive fireworks display was held at Horley Cottage as part of a birthday celebration. The display started at approximately 10.45pm lasting until a little after 11.00pm. Mr Proger had circulated a letter to his neighbours well in advance warning that the party, including fireworks, would take place, and it is understood that it was also announced on Facebook.

The display was of a very professional standard, and must have affected the whole of the village, and due to the limited publicity, many people were unaware that it was going to happen. Subsequently Mr and Mrs Abbotts of Gullivers Close made a complaint to the Council, requesting the Council to publicise the need for people organising such events to make sure all villagers are notified in advance. A post to this effect was placed on the Horley Views website on 10 July.

Government guidance indicates that individuals do not require any consent or permission to let off fireworks, but other than on a limited number of specific dates, they must not be let off between 11.00pm and 7.00am.

11) Annual Parochial Church Meeting

A copy of the minutes of the 2017 Annual Parochial Church Meeting, together with the report of the Parochial Church Council are attached at Appendix 1 for the information of Members.

12) Reports from External Organisations

Any Member reports from external organisations.

13) Date of next meeting

Thursday 16 November 2017

14) Any other urgent business

REPORTS

Item 5: 2017/18 budget monitoring report to 31/06/17

	Category Description.	Budget 2017/2018	Spent to 31.06.17	Under/ overspend
1	Clerk's Salary	£0.00	£0.00	£0.00
2	Clerk's Expenses	£150.00	£0.00	-£150.00
3	Churchyard Maintenance	£400.00	£0.00	-£400.00
4	Insurance	£300.00	£297.86	-£2.14
5	Election Expenses	£0.00	£0.00	£0.00
6	School Room Hire	£150.00	£0.00	-£150.00
7	Subscriptions			
	OALC	£140.00	£0.00	-£140.00
	SLCC	£50.00	£0.00	-£50.00
	Community First Oxfordshire	£35.00	£0.00	-£35.00
9	Audit Fee	£0.00	£0.00	£0.00
10	S137 expenditure			
	Horley Views website	£50.00	£0.00	-£50.00
	Charitable contributions	£150.00	£0.00	-£150.00
	Defibrillator	£125.00	£0.00	-£125.00
11	Dog Bins			
	Servicing	£385.00	£192.19	-£192.81
12	Hedges	£300.00	£0.00	-£300.00
13	Verge maintenance	£450.00	£108.00	-£342.00
14	Contingency	£4,065.00	£0.00	-£4,065.00
	TOTAL	£6,750.00	£598.05	-£6,151.95

Balances and income to 31.06.17

Business saver account balance 31.3.17	£20,005.03
Community account balance 31.3.17	<u>£100.00</u>
	£20,105.33
less expenditure relating to 2016/17	£168.07
	<u>£19,936.96</u>
Income	
CDC precept	£3,375.00
CDC supplementary grant	£4.87
Total income	£3,379.87
	<u>£23,316.83</u>
Less expenditure	<u>£598.05</u>
Balance 31.06.17	£22,718.78

Item 7 - Planning Report

The outstanding applications, and those which have been determined by Cherwell District Council since the last meeting, are summarised below. All decisions issued by the Council in response to applications received are displayed on the village website (www.TheHorleyViews.com), including a link to the relevant application on the CDC website.

Application Number	Applicant	Description	Current position
16/02355/F	Mr R Freeman	Retrospective – repair of existing covered yard and formation of cattle handling area at barn at Bramshill Park Farm, Horley	Application withdrawn. CDC have now agreed that listed building consent is not required for this work, and have asked Mr Freeman to submit a new application.
17/00047/RE M	Mr John Naysmith	Reserved matters application submitting details reserved under the existing outline consent for the erection of one dwelling at Horley Mill Garage, Wroxton Lane	Reserved matters now approved.
17/00506/LB	Mr B Moss	Replacement windows at Park Cottage, Hornton Lane	No objection. Consent granted
17/00798/F	Mr and Mrs Ashdown	Demolition of existing double garage and replacement with new garage/ancillary building.	No objection. Consent granted.

St Etheldreda's, Horley
Annual Parochial Church Meeting
Election of Churchwardens Meeting
Thursday 27 April 2017 in the Old School Hall, Horley

MINUTES

Present: Rev Dr John Reader (Rector), Rev Dr Hugh White (Assistant Rector), Brian and Sue Ashdown, Charles Cozens, David and Glenys Kyle, Mike and Sue Patching, Edna Seed

1. **Opening prayers** led by the Rector.
2. **Apologies** received from Tim Allitt and Zara Huntington.
3. **Minutes** of Annual Parochial Church Meeting on 21 April 2016 approved and signed by JR.

Matters arising:

Item 8(a): CC reported that the replica of the stolen Tryptich is nearing completion by the Eton art department.

Item 8(b): CC/DK confirmed that insurance is in place sufficient to cover use of the church for community events and that organisers of such events are required by the PCC to obtain a temporary premises licence on each occasion from Cherwell District Council.

Item 8(c): The welcome pack for the Hanwell developments has been produced and is ready for distribution.

Item 8(d): Improving the appearance of the church interior is in progress under the supervision of Brian and Sue Ashdown. Work so far undertaken includes clearance of the area at the rear of the church and provision of new covers for the organ and the staging equipment trolley.

4. **Election of Officers and Representatives**

5.

Churchwardens:

Tim Allitt (proposed David Kyle/seconded Charles Cozens)

Charles Cozens (proposed David Kyle/seconded Tim Allitt)

Parochial Church Council:

Tim Allitt, Brian Ashdown, Sue Ashdown, Charles Cozens, Zara Huntington. David Kyle and Glenys Kyle

(proposed Edna Seed/seconded Sue Patching)

Electoral Roll officer:

Glenys Kyle (proposed Charles Cozens/seconded Sue Asdown)

Treasurer:

Charles Cozens (proposed Sue Ashdown/seconded Brian Ashdown)

Secretary:

David Kyle (proposed Charles Cozens/seconded Mike Patching)

Sidespeople:

Brian Ashdown, Sue Ashdown, Zara Huntington, Glenys Kyle, Sue Patching and Edna Seed

Auditor/Examiner:

John Stephenson (proposed Brain Ashdown/seconded Charles Cozens)

6. **Churchwardens' report**

A written report was presented and read by Charles Cozens, which is filed with the minutes.

In relation to the clock restoration and ancillary work in the tower, CC reported:

- (i) Cumbria Clock Co are expected to complete the south clock face within three weeks;
- (ii) additional lighting will be installed in the tower over the next two months;
- (iii) a specialist lead expert has been engaged to report on all lead parts of the church roof.

7. **Financial Report**

A financial statement for the year ended 31 December 2016 was presented by Charles Cozens, which was approved by the meeting and is filed with the minutes. Key points:

- we have paid our annual parish share;
- current bank account is £17,103, of which £6250 is by way of grants allocated to the window repairs project – leaving a net balance of £10,583;
- fabric fund stands at £12,098 capital account and £609 income account;
- M&G Charifunds: £15,213
- Total reserves amount to approximately £45,000

CC reported that there has been further progress during 2016 in raising the level of regular covenanting. We are within 25% of breaking even on funding the parish share (currently £8452 a year).

8. **PCC Annual Report/Rector's remarks**

9.

Written reports were presented by David Kyle and John Reader and are filed with the minutes.

JR spoke to his report with particular reference to Hanwell parish, currently without any churchwardens. Given the new housing developments, preliminary discussion has opened involving Ironstone Benefice, the Deanery and St Francis, Banbury about the possible detachment of Hanwell from the Benefice and its relocation with St Francis. A joint Hanwell/St Francis café church service has been arranged for later in the year.

Also as to the future, JR is reconsidering whether he will retire in 2018 as previously proposed, which has implications for other dependencies within the Benefice, including Hugh White's consideration of his own retirement plans/remaining in post.

There is a clear imperative for review of Benefice strategy, necessarily involving the ministry team in discussion with PCCs and the Benefice as a whole. The House for Duty post is vulnerable and recruitment of a rector to replace JR is likely to be difficult. JR believes that one way forward might be to refocus the rectors' role to embrace that of a chaplaincy, with Shenington/Wroxton schools being the priority.

10. **Any other business**

- (i) The notice board outside the church (donated by Dr and Mrs Williams) is in need of re-furbishment. Strimming the grass around it has taken its toll on the supporting legs; the engraved service information is out of date; the wood is so hard that stapling notices is virtually impossible; and there is inadequate protection for notices from the weather. BA/SA suggested that the existing board should be

covered with softer wood and weather proofed and that the permanent display should do no more than identify where accurate monthly service information is displayed.

- (ii) The weekend of 20 May is significant. Eleanor Cozen's marriage blessing takes place on the Saturday afternoon and is followed in the evening with a concert in the church by the North Cotswold Choir. Sunday 21 May is Rogation Sunday and there will be a café church service of blessing in the Old School followed by a promenade round the village.

11. Date/place of next PCC meeting

Tuesday 11 July 2017 7.30pm at Horley Manor

Horley PCC Annual Report 2016/17

1. The Parochial Church Council is responsible for the executive management of the church parish. Its membership this year has consisted of the clergy (Rev Dr John Reader and Rev Dr Hugh White) and churchwardens (Tim Allitt and Charles Cozens) of the parish, together with lay representatives elected at last year's Annual Parochial Church Meeting (Brian Ashdown, David Kyle, Glenys Kyle and Zara Huntington). Legally, the PCC is responsible for the financial affairs of the parish, the maintenance of its assets, including the church building and churchyard, and for promoting the mission of the church.
2. Oversight of these matters has been achieved since last year's APCM through regular quarterly meetings held on 5 July, 29 September and 21 February. Operational responsibility for financial affairs is delegated to the Treasurer (Charles Cozens) and, for maintenance of the church and parish assets, to the churchwardens. Financial and Churchwardens' reports are presented separately as part of the APCM agenda. The PCC is satisfied that the Treasurer and Churchwardens have carried out their functions appropriately and satisfactorily and is extremely grateful for their work.
3. We have again been well served by the ministry team led by our Rector, John Reader, assisted by our associate Rector, Hugh White, and our Lay Ministers, Lindy Bridgeman and Trina Wilcock. Providing a pattern of services throughout the Benefice which meets the

needs of each parish is a constant challenge and one which has been substantially achieved this year. The PCC acknowledges the resulting variety of spiritually uplifting services provided by all of the team. Well attended café church services have continued throughout the year at Horley, Hornton and Hanwell.

Construction of the new developments at Hanwell/Drayton is significantly underway and the PCC has contributed to the inclusion of information about the Benefice in the welcome pack produced for new residents.

4. The PCC has oversight of projects relating to the church, which this year has continued to be restoration of the church clock by the Cumbria Clock Company. The project is almost complete, with functioning time keeping and chime mechanisms and the correct time being shown on the north face of the tower, leaving only the work on the south clock face to be finished. The next priority project will be windows which have for some time been in need of repair, a situation exacerbated by recent storms.

The restored bells continue to be rung regularly by the Horley ringers and by visiting ringers. The PCC is again content that the management of bell ringing activity is being responsibly discharged by Alison Tite (Tower Secretary) and Mike Patching (i/c the tower and equipment).

5. An important feature of Horley church life, endorsed by the PCC, is use of the church for appropriate non-worship activity, which this year have included the summer fete and Christmas fair and, once again of great note, the Ironstone Chamber Music Festival organised by Chris and Tessa Howell over the weekend of 9-11 September.
6. Relevant to both worship and non-worship related activities, the PCC has renewed its adoption of the diocesan model safeguarding policy, Trina Wilcock being the Benefice safeguarding officer. As to community, non-worship related activities, events such as plays and concerts (whether or not alcohol is provided) are regulated events needing a District Council premises licence and the PCC requires the person responsible for putting on the event to obtain a temporary licence as being the most economic way of complying with the regulation.

7. Finally, all of the church's activities, whether spiritual or non-spiritual, depend on considerable commitment by many people to make them happen and the resulting contribution to church parish funds must not be forgotten. This year's progressive dinner was highly successful thanks to the efforts of its organising committee led by Glenys Kyle. The PCC is particularly grateful to the Ladies' Guild, both for its organisation of fund raising events and its week by week involvement in ensuring that the church is clean and seasonally decorated with flowers. There are other volunteers too who play their part in making the church work in all its aspects and to all of them the PCC extends its appreciation and gratitude.

David Kyle
PCC Secretary
April 2017