

**HORLEY PARISH COUNCIL – MINUTES OF THE MEETING HELD ON
18 April 2019**

**PRESENT: Chairman Martin Hamer, Cllrs Bob Barnwell, Duncan Raper,
Jennifer Cross, Graham Curd, Simon Attfield. Clerk to the Council David
Marriott. Also in attendance County Councillor George Reynolds**

Item		Action
1	Apologies for absence Councillor John Tite. District Councillor Douglas Webb also sent his apologies	
2	Declarations of interests None.	
3	Minutes of the meetings held on 17 January 2019. Proposed by Cllr Curd, seconded by Cllr Barnwell it was resolved that the minutes be agreed.	Clerk
4	Matters arising Cllr Hamer said that he had spoken to the owners of Brook Cottage regarding their hedge, but would do so again. Cllr Cross reported back on her concerns regarding footways in the village. Her principal concern related to the blue brick path in front of Hillside Farm and Chapel Cottage, where grass is growing through, and vegetation overhanging in places. Cllr Attfield indicated that he would arrange to spray and cut back as necessary. It was noted that the last Horley Views magazine did not carry anything to promote the website, and the Clerk indicated that he would draft something before the next copy deadline (10 May).	Cllr Hamer Cllr Attfield Clerk
5	Finance - 2018/19 budget monitoring report to 31.3.19 and Annual Audit The income and expenditure statement for the year to 31/03/19 was approved. It was also Resolved that the Asset Register, Annual Risk Assessment and Bank Reconciliation be approved, proposed by Cllr Hamer and seconded by Cllr Curd.	Clerk
6	Land adjoining the Old Council Houses, Wroxton Lane Proposals to improve the triangle of land in front of Horley Mill were discussed, including replacement fencing to the frontage, regular mowing, and the provision of suitable furniture. The possibility of fencing to the brook and mill race were also discussed. It was agreed that the preferred course of action would be to renew the fencing which protects the mill race close to the culvert under Wroxton Lane, but replace the remainder of the fencing with suitable wooden posts to allow access on foot but not for vehicles. The Clerk to ask OCC to undertake this work when they replace the highway drain which crosses this land, and also to improve the railings on the bridge across Horley Brook. Meanwhile the Council to arrange for regular mowing of the land.	Clerk
7	County highway matters Various outstanding issues being pursued by Oxfordshire County Council were noted. It was agreed that OCC be invited to contact Cllr Hamer regarding the water running down Banbury Lane, as the adjoining field is in his ownership. OCC also to be requested to remove the signs warning of ice. It was noted that some potholes in Little Lane have been marked for repair, but not others. OCC to be advised that this lane requires proper repair, and not just patching some potholes whilst leaving others. Also, the Hornton	Clerk Clerk

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	Lane is in very poor condition just beyond the bend approximately 200 metres to the west of Hadsham Farm. This area requires attention, not having been addressed when the dragon patcher passed through recently. It was noted that two tree stumps have been placed on the verge opposite Brook cottage, presumably to prevent vehicles riding up onto the verge. Cllr Reynolds advised that technically it is an offence to obstruct the highway, and in the event of an accident, someone responsible for causing such an obstruction could be liable. It was noted that there are other places in the village where planters or other items have been placed on verges. It was agreed that the Council should seek to advise villagers through Horley Views website and magazine as to their potential liability in these circumstances.	Clerk
8	Planning report A report showing the position regarding planning and tree applications on which the Council had been consulted since the last meeting was noted.	
9	IT security A report setting out current IT arrangements including email, document storage and website was considered. The existing arrangements to procure the Horley Views website from Wordpress were considered to be sufficiently robust, and the Clerk should verify that the Web Content Accessibility Guidelines are met. So far as document storage is concerned, it was suggested that the Clerk investigate procuring a service via an external provider such as Microsoft 365, where all Members could potentially have access to a password protected account.	Clerk Clerk
10	Police Neighbourhood Community Liaison Meeting It was noted that the Police Neighbourhood Sergeant had invited the Council to send a representative to a community liaison meeting, but as there were no particular relevant issues to be raised, no nomination was made.	
11	Applications for charitable and other donations None received	
12	Reports from external organisations None	
13	Date of next meeting Thursday 16 May 2019 – 7pm AGM, 7.30 Annual Parish Meeting It was agreed that the Clerk make the usual invitations to the APM, and also encourage all villagers to raise any issues which they would like to have discussed.	All Clerk
14	Any other urgent business David and Sue Rowlands were in attendance and the Chairman had agreed to advance that they could raise the issue of the condition of the village gate on Wroxtton Lane. The overhanging bushes need cutting back, and the sign itself is very dirty. It was agreed that the Council's contractor be asked to cut back the vegetation, and the Clerk agreed to clean the sign. Cllr Barnwell indicted his intention to re-stain all the village gates this year. Cllr Cross reported that there appears to be a breach of planning control at the caravan site, as some of the vans in the storage area are being occupied which is not permitted. Clerk to raise with Cherwell District Council's Enforcement Officer.	Clerk Clerk

MEETING CLOSED AT 9.00pm