

**MINUTES OF SOULDERN ANNUAL PARISH MEETING  
HELD IN THE VILLAGE HALL  
ON 16<sup>th</sup> MAY 2013**

**Present:**

Mr A Martin (Chairman)  
Ms K Draper  
Mr C Rothero  
Mrs S Barrett  
Mr R Deeley  
Mrs J Coleman  
Mrs B McGarry (Clerk)  
Mrs J Martin (RFO)

**Also in attendance:**

Mrs A Prescott  
Mr P Prescott  
Mr J Hoodless  
Mr D Summers  
Mrs R Summers  
Mr D Couzens  
Mrs C Couzens  
Mrs J Clifford  
Mrs D Stephens  
Mr P Mander  
Mrs J Mander  
Mrs J Carlisle  
Mrs M Porteus  
Maj A Gray  
Mrs D Gray

**Apologies:**

Clr JJ Macnamara  
Clr M Kerford Byrne  
Mrs M May  
Mr I Porteus

**Minutes of previous meeting**

- 1**        1. The minutes of the 2012 Annual Parish Meeting were circulated and approved

Prop: Mrs A Prescott, 2<sup>nd</sup>: Mrs S Barrett

**Matters arising:**

There were no matters arising

**2**        **Chairman's Report**

The PC now officially registered with HMRC as an employer and employs the clerk. David Blunt retired from the council during the year and Richard Deeley was co-opted on to the council in his place. Jill Coleman retired at this meeting and this leaves a vacancy. Also retiring is Cllr Ray Jelf from OCC who has been a great supporter of Souldern in the past and he has been replaced by a new Divisional Representative, Cllr Arash Ali Fatemian. The Chairman thanked David, Jill and Ray for their service and support. The Chairman also thanked Cllr Mike Kerford Byrne from CDC, who is another great supporter of Souldern and a mine of information and knowledge which he is always willing to share with the Council.

During the year SPC was randomly selected to undergo an Intermediate Audit which

involved an enormous amount of extra work for our RFO, Jan Martin, but which has resulted in some positive outcomes. We now have a Councillor's Handbook, Financial Regulations, Asset Register, Risk Assessment and a set of Standing Orders which are a formal record of how business has been carried out in the past but now written down in a formal document.

Council responsibilities – As in previous years the Council has met its legal obligations to represent residents of Souldern. It has considered and commented on planning applications, ensured sufficient stocks of salt and grit for the roads in bad weather and is frequently in contact with OCC Highways Dept about the condition of the roads in Souldern.

Activities during the year – The Parish Council worked with other village groups to plan and hold the Queen's Diamond Jubilee celebrations and the subsequent village social event. Later in the year the PC and other bodies organised the Community Supper. All events were considered a great success and the Chairman thanked all those involved.

The future – More than ever there is a need for a village plan that identifies how our community feels about its future and its concern about planning policies, services and facilities. The Chairman asked anyone willing to be part of a steering group to contact the Clerk.

Finally the Chairman thanked all Councillors, members of the Nancy Bowles Wood Management Group, the Playground Group for their continued work on behalf of the village. He also thanked Marc Ballman for looking after the garden at the entrance to Bovewell; Ann Prescott and Barbara McGarry for looking after the Welcome Pack and all other residents who look after the village in various ways either as individuals or as a member of a village organisation.

### **3 Financial Officer's Report**

In 2012/13 income exceeded expenditure by £94.00. Compared with 2011/12 income and expenditure were considerably lower this year.

The only unusual feature in the 12/13 accounts was the Queen's Diamond Jubilee celebrations. The monies received in donations, grants and sales of Jubilee mugs covered the costs involved and the small surplus was used to fund an event in October where photographs of the celebrations were displayed.

The Intermediate Audit that the council was subjected to resulted in the external auditors being more than satisfied with the Council's practices relating to financial transactions and many thanks to David Summers for his thorough and constructive reporting to the Council. The precept for 2013/14 has been maintained at £5,700 and the Council continue to monitor expenditure closely with due care and attention.

### **4 Questions from Residents**

There were no questions from residents but comments were made:

#### **Communication**

- The 'Minutes Summary' of meetings which is placed in the noticeboard and

published in the 3 Parishes is very useful. It will also be available on the website. Mrs J Clifford and Mrs J Carlisle would like it emailed to them.

- There are a number of things in the pipeline and the ‘occasional’ newsletter is an effective way of keeping residents informed.
- A new notice board will be positioned to replace the old one at the Village Hall to keep residents in this part of the village informed.

**Transport**

Residents were asked if they would be interested in an informal transport system whereby volunteer drivers would be willing to take residents with no transport to such things as hospital appointments etc. Volunteers to contact the clerk.

**Other**

- Major Gray thanked volunteers for clearing the weeds from the pond and it was suggested that this should be done in the late autumn/early winter in future.
- Mrs Mander has very kindly updated the village map and these are now available from Mrs Prescott.

The meeting ended at 7:40pm

Signed..... Date.....  
Chairman Souldern Parish Council