

**MINUTES OF THE SOULDERN PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL
ON 16TH MAY 2013**

Present:

Mr A Martin
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:

Cllr M Kerford Byrne
Mrs M Porteus
Mr I Porteus
Mr D Summers
Mrs R Summers
Mr J Hoodless
Ms D Stephens
Mrs J Clifford

Apologies:

Cllr J Macnamara

1 Election of Officers

Chairman – Mr A Martin Prop: KD 2nd: CR
Vice Chair – Mr C Rothero Prop: AM 2nd: RD

Minutes of previous meeting

- 2** The minutes of the meeting held on 23rd March 2013 were approved and signed
Proposed: CR 2nd: SB

Matters arising:

8c – Community Connect: Mary May to meet with the Witney Champion 20.05.13. MM will provide updates to future PC meetings.

8h – The Horticultural Society have agreed to support the planting of a planter at the corner of Fox Lane. Burgess Reclamation to be approached regarding sponsorship

2 Declarations of Interest from Councillors:

There were no declarations of interest

3 Issues from the floor

- i) Mrs Porteus asked if the Parish Council would give the German Orchestra an official welcome when they visit Souldern in October. There will be a concert in St Mary's Church on Sat 5th Oct and a special service also in St Mary's on Sunday 6th October. AM to liaise with Mr Porteus
- ii) **RD** raised the issue of parking on the hill emphasising that when cars are parked there it is near impossible for large vehicles, particularly tractors, to get by.

AM**4 Updates:**

Playground – David Blunt and Sue Jones have agreed to continue with the Playground group in an advisory capacity and Will Green, who has now completed the Rospa Playground Training met with James Mascorale, Ian Grundy and Barbara McGarry, all of whom will now make up the new advisory group, and carried out an inspection. Certain defects came to light and it was resolved to get a working party together as soon as possible to carry out the repairs. Another resident, Mr Paul Warne, has also agreed to help when he can.

Some discussion took place about the viability of a skateboard ramp at the playing field that has been requested by some of the youngsters of the village AM to continue liaising.

Football Club – The original Souldern Football Club has now been disbanded and a new club has expressed an interest in taking their place next season. It has been requested that the keys to the changing rooms should be returned and a formal agreement put in place. It was resolved that the new club should put in writing their proposals.

NBW – The bridleway is getting wider through vehicle use. The situation to be monitored and reported to OCC as appropriate.

A more permanent solution to the state of the ditches needs to be investigated New seed has been sown and it was resolved to let the wood establish its natural state, only removing fallen branches from paths for safety reasons. The noticeboard is being re-vamped.

CDC – M KB reported that:

Although OCC and the police charges increased CDC have not increased their Council Tax

Final changes to the Cherwell Local Plan are in the process of being submitted and will be presented to the full council in June. This will result in some extremely large planning applications for housing development being targeted in the larger villages such as Bloxham and Deddington. Souldern is not on the list for planned development and it is unlikely that this will happen in the future. However we should not be complacent and this reinforces the need for a community plan which defines where development should be directed should the situation change.

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RD &
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5 Finance:

- a** Financial transactions since the last meeting were approved.

Prop: KD 2nd: CR

The accounts ending March 2013 were approved – Prop: CR 2nd: RD

- b** Internal Audit – This was discussed and noted. It was resolved to check that the new sports wall in the playing field is covered by our insurance. It was resolved to purchase a voucher for £30 for Mr D Summers for his constructive work on the internal audit.

c Assets – There was some discussion as to whether values for insurance purposes have to be shown as the original cost or the actual cost of replacing. MKB advised that it has to be the original cost.

The Annual Return for External Audit was circulated and approved Prop: CR 2nd: RD

The Annual Governance Statement was agreed and approved by the Council Prop: CR

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2nd: KD

- d Thanks were expressed by Mr D Summers (Internal Auditor) to Mrs J Martin (RFO) for her extensive hard work preparing and setting out all the accounts.

Budget Review:

Tree work in the closed churchyard – estimates have been received for work to the willow tree in the corner of the closed churchyard and it was resolved that the quote from Blake's to have the whole tree removed should be accepted. Mrs Gyrsting to be informed.

Prop: CR 2nd: RD

- e The PC would prefer to avoid incurring costs arising from trees planted in the closed churchyard. Communication with the PCC to resolve this issue.
- Sections of the drystone walls round the playing field and in Bates Lane need to be rebuilt. A verbal quote of £400.00 has been received and it was resolved to obtain this in writing and accept it as the work needs to be done. Prop: CR 2nd: SB
- Grasscutting in the closed churchyard – Now that Mr R Coleman has retired from cutting the grass in the closed churchyard it was resolved that the Parish Council should obtain a quote from MR Cross to do this and compare it with the amount that the Parochial Church Council are being charged by their contractor.

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An unexpected payment of £1,211.00 has been paid to us by CDC from Central Government's New Homes Bonus Fund. This could be used to improve community facilities.

6 **Planning:**

- a) 13/00220/F – Solar panels at the Manor
- b) 13/22040/F – Voltaic Roof Panels at St Mary's Church
- c) C)13/00138/AC – Conversion of Sunrise & Sunset cottages into 1 property
- d) 13/00114/F – Conversion of barn & stables at Manor Farm

No objections had been raised by the PC to any of these applications and they have all now been passed.

7 **Administration:**

- a) Registration with HMRC is now complete and the Parish Council now officially employs the clerk. Contract and conditions of employment will be drawn up for approval at the next meeting.
- b) Village website – a meeting is to be arranged for the middle of June to progress with the website

8 **Other Business:**

- a) Roles & Responsibilities – The chairman agreed to be re-elected on the understanding that certain responsibilities would be delegated to individual councillors in order to spread the workload. A list of suggested tasks to be circulated to councillors
- b) Bus Service – the existing No 81 Bus Service which has been under review for some time is to remain basically the same with little or no change. A new bus

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timetable will be put on the notice board when it is available

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- c) Mrs J Coleman has officially resigned from the Parish Council and was thanked for her contribution during her time as a councillor.

Mr John Hoodless has expressed an interest in replacing Jill.

- d) Bus Shelter – it has been proposed that the pavilion in the corner of the playing field could be used to provide a bus shelter for the school children who wait at the top of the village in all weathers for their school bus. Some of the money from the NHBF (item 6 – Budget Review) could be used for this.

9 Date of next meeting:

The next meeting is the will be held on Thursday 18th July in the Village Hall at 7.30pm

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