

## MINUTES OF THE SOULDERN PARISH COUNCIL MEETING

### HELD IN THE VILLAGE HALL

27th January 2022

**Present:**

Kirsty Allpress  
John Hoodless (JH)  
Alan Smith (AS)  
Laura How (LH)  
Neal Ship (NS)  
Cathy Fleet (CF) CLERK

**Members of the Public:**

Norma Jones  
David Blunt  
Malcolm Sweetman

**01.22.01 Apologies**

Apologies had been received from Nick Oakhill

**01.22.02 Declarations of interest**

AS and NS both declared an interest in the planning application for Souldern House.

**01.22.03 To receive the minutes of the last parish council meeting**

The minutes of the parish council meeting held on 25th November 2021 were checked for accuracy and content, agreed as a true record of the meetings and signed by the chair.

**01.22.04 Public participation**

Members of the public were invited to participate. The owner of Souldern House joined by Zoom as she was suffering from Covid. She outlined the proposals in the application saying she is working closely with the Conservation Officer and that all materials will match existing.

**01.22.05 Clerks Report and Actions from previous meeting**

NO	ACTION	OWNER	Update
Sept21.01	NO will arrange for a working party to remove the remaining playground equipment the weekend after next.	NO	On-going
Sept21.02	All to set up gmail addresses.	ALL	All were encouraged to set up gmail addresses. LH has asked for evidence that this is mandatory. Clerk to provide.
Nov21.01	NO to chase up Kev Keane regarding Rules of Engagement in NBW	NO	No response

Parish Clerk : Cathy Fleet

Westfield Farm Cottage, Fenway, Steeple Aston, Bicester, Oxfordshire, OX25 4SS

Tel: 01869 347000

Mobile : 07989 398 838

			received. NO to chase.
Nov21.02	<b>Pond Cottage</b> - JH will draft a letter to the current owners informing them that permission was never given by the PC and requesting sight of any documentation they have from other bodies. NO will attempt to find out how to get tests done on the water in the pond, the well and the manhole	JH  NO	Agenda item 7
Nov21.03	NO to write to Thames Water suggesting that the manholes should be sealed to prevent the smell.	NO	Outstanding. NO to action
Nov21.04	NO will write back to Clive pointing out that the tree in question is on disputed land (open or closed churchyard) and that it is in the interest of the PCC that the work is carried out and that they should obtain the necessary permission		Completed. Planning application submitted.

#### 01.22.06 Updates

##### a) **Playground Advisory Group**

Planning application for equipment to be submitted to CDC within the next 2 weeks

##### b) **Nancy Bowles Wood Advisory Group**

It was noted that the ditch near to NBW used to be cleared regularly but had not been done for several years. It was agreed to speak to the landowner and/or set up a working party.

##### c) **CDC**

No update was available

##### d) **OCC**

No update was available

#### 01.22.07 **Pond cottage update**

A letter had been sent to the owner requesting copies of any permissions to lay the drainage pipe, either from the PC, CDC or the Environment Agency. The response confirmed that there was no record of any permissions and also included a report from the environment Agency indicating that no material changes have been made and that the pipe will be reinstated. This may result in any chemicals/cleaning agents used on the patio will discharge into the pond. CDC will be meeting the contractors on site.

In 2014 a pipe was put under the sun room leading to the pond. The pipe is not connected to the cottage. It was suggested that the pipe should be blocked/removed where it crosses parish council land. **AS to discuss this suggestion with NO and inform the home owner.**

#### 01.22.08 **20mph initiative**

This item was deferred to the next meeting

**01.22.09 Environmental issues - tree planting**

David Blunt is keen that the village plants trees to mark the Queen's Platinum Jubilee and has a contact whereby he can purchase 100 trees for £185 with stakes and sleeves for £380. He has yet to identify land where the trees could be planted and has no funding and asked for parish council support in both matters. David has spoken with Richard Deely with regard to planting on his land, JH had discussed the matter with the church who are keen for trees to be planted in the churchyard and various other parcels of land in the village were suggested. It was agreed that the parish council are not in a position to drive the project and that the Solstice Group might be prepared to take the lead. **AS will discuss with NO on his return.**

**01.22.10 Planning - the following planning documents had been received**

This agenda item was moved up the agenda to accommodate the owner of Souldern House who joined by Zoom.

**21/04222/TCA** Church of the Annunciation to the Blessed Virgin Mary - treework - **no objection**  
**22/00179/F** (Olde Saddlers Cottage, Bates Lane - remodelling rear elevation to create more glazed area, add an additional roof light and upgrade the size of an existing roof light and replace all windows - **no objection**

**22/00163/LB** & **22/00162/F** Souldern House - Lean to extension to form new morning room . - **no objection**

**21/04085/F** Souldern Gate, The Old Stables - resubmission of 21/01479/F - **no objection**

**05.18.10 Finance - the following payments were approved**

**Paid by standing order in December and January**

Payee	Detail	Total £s	VAT	Comments
Cathy Fleet	Clerk Salary (Dec)	82.00	0.0	Standing Order
HMRC	(re above)	16.00	0.0	Standing Order
Cathy Fleet	Clerk Salary (Jan)	82.00	0.0	Standing Order
HMRC	(re above)	16.00	0.0	Standing Order
Unity Bank	Quarterly bank chgs	18.00	0.0	Standing Order

No invoices to be approved at the meeting

The precept request was briefly discussed with the RFO indicating that annual outgoings amount to approximately £5260. The balance brought forward at 01.04.21 was £7639 and the current balance is £9801 (including £500 for NBW) The current balance in the Playground fund is £3836.

Figures for recent precept requests are :

18/19 £5,700

19/20 £5,700

20/21 £5,700

21/22 £7,300

The RFO suggested that the precept request should be 5% increase on previous years' figure of £5700, amounting to £6090. This was agreed and will be submitted to CDC.

**Other matters:**

It was noted that various village organisations including the Solstice Group, the Church and a Pantomime Group are planning events to mark the Queen's Platinum Jubilee, although details are not known.

Dates for 2022 : last Thursday of the month

<b>PC meeting</b>	<b>Planning meeting</b>
<b>31st March</b>	<b>24th February</b>
<b>26th May</b>	<b>28th April</b>
<b>28th July</b>	<b>30th June</b>
<b>29th September</b>	<b>25th August</b>
<b>24th November</b>	<b>27th October</b>
	<b>29th December</b>

**Signed** .....

**Chair, Souldern Parish Council**

**ACTION LIST SUMMARY**

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			mandatory. Clerk to provide.
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Jan22.01	AS will submit the planning application for the playground	AS	
Jan22.02	It was noted that the ditch near to NBW used to be cleared regularly but had not been done for several years. It was agreed to speak to the landowner and/or set up a working party.	?	
Jan22.03	<b>Tree planting</b> - . AS will discuss with NO on his return.	AS	
Jan22.04	<b>Pond Cottage</b> - AS will discuss the blocking/removal of the drainage pipe with NO on his return	AS	