

**MINUTES OF THE SOULDERN PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL
ON 17th JANUARY 2013**

Present:

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

Also in attendance:

Mrs D Stephens
Mrs M Porteus
Mr I Porteus

Apologies:

Mrs S Barrett
Mr R Deeley
Clr Mike Kerford Byrne (CDC)
Clr JJ Macnamara (CDC)
Clr Ray Jelf (OCC)

Minutes of previous meeting

- 1 The minutes of the meeting held on 29th November 2012 were approved and signed
Proposed: CR 2nd: KD

Matters arising:

Four bags of salt have been delivered to Wharf Lane.
The transport survey was not completed to sickness.
The Newsletter had been produced and delivered.

2 Declarations of Interest from Councillors:

None

3 Issues from the floor

- Mrs Porteus expressed an interest in organising a Bulk Oil Purchasing Scheme. AM will let her have some information about this.
- Mr Porteus informed the meeting that a German Chamber Orchestra will be visiting Souldern in October this year for a performance in the Church and as part of the Sunday Service. Accommodation for the 24 members of the Orchestra will be sought in the village

AM**4 Updates:**

Playground – As the playground had not been inspected during 2012, it was agreed that this should be arranged as soon as possible. AM had a quote of £218 for an *ad hoc* inspection, after which scheduled inspections would cost £88. It was resolved to request a RoSPA safety inspection as soon as possible.

NBW – There was nothing to report at this time from the Management Group. AM said that he was concerned about the state of the bridleway and had asked Sarah Aldous (OCC Bridleways) to visit for her views.

OCC – AM had a site visit with Peter Egawhary (OCC) to discuss position and cost of bollards. Costings are being sought from OCC for bollards to be supplied opposite the allotments, Cotswold Court and Chapel Row.

AM circulated a proposed letter to be sent to OCC Highways regarding re-surfacing The

Hill. It was agreed that this should be sent.

Website – A meeting is planned for later this month to progress with the website.

5 Finance:

- a) Financial Transactions since the last meeting were approved

Payments:	Date	Amount	Power
M R Cross: mowing bank on The Hill	28/11/12	£60.00	OSA 1906:s10
SVH hire of hall for Nov meeting	29/11/12	£14.00	LGA 1972 sch 12. Para 10
M Ballman: flowerbed at Bovewell	12/12/12	£40.72	OSA 1906:s10

Receipts:

None

Current Bank Balance: £8,403.03

b) Budget:

Projections for the 2013/14 budget were distributed and approved and it was resolved to set the precept at £5,700.00. CDC to be informed.

Prop CR 2nd KD

JM

It was resolved to make a payment to the clerk, 10/12 of the total due before the end of the financial year

Prop CR 2nd KD

JM

c) Asset Register:

The asset register was approved with additions

Prop CR 2nd KD

JM

6 Planning:

- 12/00308/TCA (Arniel) – Refused
- 12/01498/F (Walker) – Passed
- 12/01692/F (Bartell) – Active
- Community-led Plan – The Community-led plan offers the opportunity for the village to identify itself and for everyone in the village to have their say. Progress is slow at the moment as there is so much else going on.

NB – it was resolved to seek up-to-date guidelines from CDC about planning applications in a conservation area **BM**

7 Administration:

- Risk Assessment** – The minor changes suggested at the last meeting have been made and the review of risks was completed.
Prop KD 2nd CR
- Standing Orders** – The Standing Orders were adopted
Prop CR 2nd JC
- Financial Regulations** – The Financial Regulations were adopted
Prop KD 2nd JC

- d) **Review of systems of internal control** – It was resolved that the PC does now have adequate control of internal systems. The Internal Auditor to be asked to comment on the improvements made to internal control systems. JM
Prop CR 2nd KD
- e) **Councillor's Handbook** – A folder has been produced by the Chairman and RFO AM containing all the relevant documentation for Souldern PC and it was unanimously approved and resolved to replicate and distribute to all Councillors.
Prop CR 2nd KD

8 **Any other Business:**

- a) **Community Connect** – One volunteer has already come forward to train for this project. Anyone else who is interested should contact Alan Martin or Barbara McGarry
- b) **Request for Senior Residents Lunch** – It has been suggested that a Seniors' Lunch should be arranged to enable elderly villagers the opportunity to meet up and socialise.
It was resolved to approach the Souldern United Charities for funding AM
- c) **Succession Planning** – After several years as Chairman Alan now feels he would like to stand down and asked whether other members would take on the role. Members agreed to consider alternatives, including ways of distributing responsibilities. ALL

9 **Date of next meeting:**

The next meeting will be held on 21st March in the Village Hall at 7:30pm