

**MINUTES OF THE SOULDERN PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL
ON 15th MAY 2014**

Present:

Mr N Oakhill (Chairman)
Mr A Martin
Mr C Rothero
Mr R Deeley
Mrs B McGarry (Clerk)
Mrs J Martin (RFO)

Also in attendance:

Cllr Mike Kerford-Byrne
Cllr James Macnamara
Mrs D Masterson-Jones
Mr C Goodall
Mrs C Couzens
Mr J Hoodless
Mr P Prescott
Mrs A Prescott
Dr R Sanders
Mrs D Gray
Maj A Gray
Mr D Summers
Mrs R Summers
Mr R Lovell
Mr C Lester
Mr N Moggeridge
Mrs R Kyte

Apologies:

K Draper

1 Election of Officers

Alan Martin stood down as Chairman and Nick Oakhill was proposed and elected to succeed him. Jan Martin will continue as RFO until a replacement is found or until she and Alan move

Proposed: CR 2nd: RD

Both Jan and Alan were thanked for all they have done for the village during their time in office

2 Minutes of previous meeting & Matters Arising

The minutes of the meeting held on 20th March 2014 were approved and signed

Proposed: AM 2nd: RD

3 Declarations of Interest

There were no declarations of interest

4 Issues from the Floor

There were no issues from the floor

5 Updates:

- a. Playground** – Richard Kyte has taken photographs of the playground equipment that are in need of repair. There is £50 available on request ad hoc for small purchases and £500 allocated per annum for larger works. A plan of what needs doing would need to be submitted to the Parish Council so that funds can be allocated accordingly. For more major projects money would have to be raised and grants applied for. An inspection rota of 4 teams of 2 people has now been set up. A specific meeting is to be arranged to discuss the playground
- b. Nancy Bowles Wood** –
- Oak Apple Day was a great success with in excess of 50 people attending
 - Romney and David Summers reported back on a wood management course that they had attended and on work that had been done to the wood including a mapping sub-group to set goals of work that should be done in the future.
- c. Football Club** – Neil Moggridge and Colin Lester made a presentation to the Parish Council on behalf of the football club setting out the background of the club, it's commitment to Souldern and it's future. Refurbishment of the changing rooms, maintenance of the equipment etc was touched upon and needs to be discussed at a future meeting. AM
- A fun-day to encourage younger players was proposed and the club will work with the PC to produce a flyer.
- d. CDC** – Cllr Macnamara gave an update on the planning needs and expectations for the next 15 years and the challenges it incurs together with the difficulties of providing better services on reduced budgets. One way of meeting these challenges was by working with neighbouring councils to produce mutually effective plans. CDC is now working with Stratford-upon-Avon as well as South Northants on certain initiatives.
- e. OCC** – The Parish Council thanked Cllr Fatemain and Louise Wilson for their assistance in getting the planter installed on the corner of Fox Lane. Burgess and Phil Mander were also thanked and letters have been sent. After extensive discussion with the Highways dept the potholes have been repaired and it was resolved that pressure should be kept up to have The Hill resurfaced

6 Finance:

- a. Financial transaction since the meeting held on 20th march 2014 were approved
Prop: CR 2nd: AM

Payments	Date	Amount	Power
OALC subscriptions 14/14	20/03/14	£133.07	LGA 1972: s. 111

Parish of St Mary: mowing 2013	21/03/14	£700.00	LGA 1972: s. 215
SVH: PO rent July-Dec 2013	27/03/14	£125.00	LGA 1972: s. 132
MR Cross: mowing Mar 2014	27/03/14	£264.00	OSA 1906: s10
B McGarry: salary 2/2	27/03/14	£329.90	LGA 1972: s. 112
HMRC: tax for Clerk 13/14	27/03/14	£165.00	LGA 1972: s. 112
R Summers: NBW; stakes etc	30/03/14	£22.44	OSA 1906: s10
B McGarry: stationery etc	30/03/14	£56.18	LGA 1972: s. 112
A & P Blake: willow and ash	31/03/14	£1344.00	LGA 1972: s. 215
SVH: insurance (changing rooms and collage)	31/03/14	£96.81	LGA 1972: s. 111

Receipts

CDC: new homes grant 13/14	30/03/14	£1211.00	
Souldern Football Club: 13/14	20/03/14	£100.00	
CDC: Precept 14/15 first instalment	11/04/14	£2899.20	
HMRC: VAT refund 13/14	01/05/14	£876.14	

Bank balance as at 14th May 2014: **£11200.44**

- b. The accounts and accounting statements for 2013/14 were approved and signed by the chairman
Prop: CR 2nd: RD
- c. The Internal Audit was discussed and noted. Thanks were expressed to Mr D Summers and it was resolved to purchase a voucher for Mr Summers for his constructive work on the audit.
- d. The Annual Governance Statement was agreed and approved by the Council. It was then signed by the chair and the clerk and returned to the RFO for action
Prop: CR 2nd RD
- e. The budget review for 2014/15 was discussed and it was resolved to accept the

amendments

Prop: CR 2nd:AM

- f. Thanks were expressed to Mrs J Martin (RFO) for her continued hard work preparing and setting out the accounts

7 Planning

- 14/00439/F – 1 Fox Lane – Awaiting decision
- 14/00121/TCA – Park House – A notice of intent to fell a spruce tree has been approved and the work carried out
- 14/00466/F – Leycroft Barn – Awaiting decision
- 14/00360/OUT – The Hill – circulating

After some discussion about the implications of this application it was resolved to convene a separate meeting to discuss the matter further

- APP/C3105/A/14/2215758 – Cedar House Planning Appeal – Awaiting decision

Mr Roger Lovell raised his concern as to the democratic process of this application and Cllr Macnamara responded clarifying the legal position

There are 2 other applications in circulation:

- The proposed demolition of existing rear flat roof structure and proposed new single storey rear extension at 12 Bovewell
- A first floor extension to existing offices for A & K management at K Scaffolding, Unit 2 Souldern Gate Garage

Update: Alan Martin had a site meeting with a representative from OCC and the Clerk of Works regarding the flooding through the garage at Pond Cottage into the pond which has now been resolved.

8 Administration:

- a. Vacancy for new Councillor – It was unanimously resolved to co-opt Mrs Dara Masterson-Jones on to the Council
Prop: AM 2nd: RD
(Details to be updated in the handbook)
- b. Appointment of RFO – Jan Martin has very kindly agreed to complete the current audit cycle (July/September) but it was resolved that a replacement RFO needs to be identified before then in order to facilitate a smooth handover.
- c. Feedback from Chairman Training - The course mainly dealt with procedural and protocol issues for prospective or inexperienced chair persons, the main points being:
 - A chairman should never make a decision on behalf of the council
 - Councillors should not commit to anything without agreement having been made at a council meeting.
 - If it's not on the agenda no decision can be made
 - Our current system of appraising Planning proposals needs to be revised
 - Councillors should not commit to anything without agreement having

BM

been made at council meeting.

9 **Other Business:**

- a. **Bus Shelter**- No further progress
- b. **Changing Rooms** – It was resolved to have a meeting with the Football Club to discuss refurbishment of the changing rooms
- c. **Heyford Park** – Following a meeting with the Dorchester Group, their representatives and neighbouring village PC members the main issues concerning Souldern appear to be the impact of the extra traffic on the local roads for which, at the current time, there doesn't appear to be any contingency plan. After some discussion it was resolved that Souldern needs a Neighbourhood Plan of it's own and that steps should be taken to implement this.
- d. **Community Plan** – A booklet of village statistics was last produced some 30 years ago and therefore a new plan needs to be put in place as the village and it's needs are very different now. It was resolved that we need to obtain a copy of the existing booklet and that a steering group should be formed to collect information and discuss the way forward.
- e. **Speeding in the Village** – It has been brought to the attention of the Council that speeding, especially by large farming contract vehicles, delivery vans and certain individuals is still a problem in the village. It was resolved to look into ways of dealing with the problem.

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- 10 **Date of the next meeting** – The next meeting will be held on **Thursday 17th July**, 7:30 in the Village hall

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