

MINUTES OF THE ANNUAL MEETING OF SOULDERN PARISH COUNCIL

HELD IN THE VILLAGE HALL

ON

24th May 2018

Present:

**Nick Oakhill (NO) CHAIR
Kirsty Allpress (KA)
Alan Smith (AS)
John Hoodless (JH)
Laura How (LH)
Cathy Fleet (CF) CLERK**

Members of the Public:

**David Carlisle
Barbara McGarry
Norma Jones
Diana Stevens
Clive Smith**

Apologies:

Lucy Cornish

1. To elect a chairman for the forthcoming year

JH proposed and KA seconded the proposal that Nick Oakhill be elected chairman for the forthcoming year and he accepted.

2. Chairman to sign the Declaration of Acceptance

NO signed the Declaration of Acceptance witnessed by the Clerk

3. Apologies for Absence

Apologies had been received from Lucy Cornish

4. Declarations of interest

There were no Declarations of Interest

5. Public Participation

The public did not participate in this meeting

6. To elect a Vice chairman for the forthcoming year

NO proposed and KA seconded the proposal that Alan Smith be elected vice chairman for the forthcoming year and he accepted.

7. Vice chair to sign Declaration of Acceptance

AS signed the Declaration of Acceptance witnessed by the Clerk

8. To appoint the Responsible Financial Officer for the forthcoming year

NO proposed and KA seconded the proposal that Laura How be elected RFO for the forthcoming year and she accepted.

There was no other business

Signed Chair, Souldern Parish Council

Dated

MINUTES OF THE SOULDERN PARISH COUNCIL MEETING

HELD IN THE VILLAGE HALL

ON 23rd May 2019

Present:

Nick Oakhill (NO) CHAIR
John Hoodless (JH)
Laura How (LH)
Kirsty Allpress (KA)
Alan Smith (AS)
Cathy Fleet (CF) CLERK

Members of the Public:

David Carlisle
Barbara McGarry
Norma Jones
Diana Stevens
Clive Smith

05.19.01 Apologies

Apologies had been received from Lucy Cornish

05.19.02 Declarations of interest

There were no declarations of interest

05.19.03 To receive the minutes of the last parish council meeting

The minutes of the parish council meeting held on 28th March 2019 were checked for accuracy and content, agreed as a true record of the meetings and signed by the chair.

05.19.04 Public participation

Members of the public were invited to participate

It was requested that a shortened version of PC minutes be put on the Souldern page of the 3 Parishes Magazine as there are many people in the village with no internet access. This was agreed.

The picnic table in the childrens play area is often moved by the footballers and not returned. NO will ask the footballers if they could provide their own table.

One of the memorial plaques for the trees is spelled incorrectly and should be corrected. A tree needs to be purchased. NO to action.

05.19.05 Clerks Report and Actions from previous meeting

NO	ACTION	Update	OWNER
03.19.04(1)	Oak tree NO to speak to Tim Vincent to see where he wants the oak tree and arrange for it to be transplanted	The tree is growing but no alternative site has been identified yet	NO
03.19.04(2)	Speeding JH to look into options of SID devices and 20's plenty signs and report back to the next meeting	See below *	JH

03.19.04(3)	Defibrillator NO to check the current telephone list is up to date.	NO confirmed the list is up to date See below **	NO
03.19.07(1)	NO to look at the guarantee for the plaques for the trees as they were expensive and should not be deteriorating so soon	The plaques are in good condition with only the brass requiring polishing. One is mis-spelled and needs changing	NO
03.19.07(2)	Clerk to circulate Nicholson's quote for treework	completed	CF
03.19.07(3)	Clerk to circulate grasscutting quote	completed	CF
03.19.09(1)	NO to speak to Ian Grey about accessing his camera	See below ***	NO
03.19.09(2)	KA to speak to Richard regarding expanding the WhatsApp group	NO to follow up with Richard	KA
03.19.11 (1)	CF to inform all when hard copy of planning application is received	completed	CF
03.19.11(2)	CF to ask Bruce May for the template for the planning notices he put up whilst he was a councillor	Completed and will be revised by NO	CF

* JH has spoken to OCC Highways who have stated that as no accidents have been recorded in the village, they will not support a 20mph speed limit. JH has researched various signs (which are non enforceable) with the '20's Plenty' one proving most expensive. It was agreed to purchase 2 x 'Please drive Slowly' and 1 x 'Camera' sign. Cllr Arash Fatemian had previously agreed to arrange for speed strips to be placed on the road to record speeds but no action has been taken.

ACTION : JH to arrange purchase of signs

ACTION : CF to remind Cllr Fatemian and also to provide JH with details of the contact at OCC who can arrange for installation of the speed strips.

** There was some confusion on this action. Information had been received regarding the Community Heartbeat Trust who provide support to anyone who may require the use of a defibrillator, and in such a situation should not be left alone. Community Heartbeat Trust require the names of 10 people in the village who would be able to assist in a situation to ensure the victim is not left alone. The names of people currently on the village list can be used but more are required.

ACTION : NO to put a request for volunteers in the Three Parishes Magazine, particularly doctors who live in the village

*** Ian Gray has confirmed that his security camera only covers his drive and not the road, so would not pick up any number plates or images of drivers.

ACTION : JH to purchase 'Surveillance Cameras in Use' signs

05.19.06 Updates

a) Playground Advisory Group

Although not at this meeting, Lucy Cornish reported that all equipment outside the fenced area apart from the large slide is to be replaced. The Oxfordshire Playground Group has advised replacing all the equipment and has provided details of grant funding from Viridor which Lucy is pursuing. Lucy will be stepping down as Playground Group Leader in September and a replacement for her is being sought. She will continue with the funding application and act in an advisory capacity to anyone who may take over from her as Leader.

b) Nancy Bowles Wood Advisory Group

Tim Vincent reported :

In February 2019 we again had a work party up in the wood. Five volunteers from the Advisory Group coppiced three more hazel trees. All three are showing good signs of regrowth. This brings to about 20 the number of hazels coppiced over the past four years. All but two have regenerated very well and most of the deer guards have now been removed as the new shoots grow above grazing height.

An additional tree in the glade was also coppiced this year. Although not a hazel this tree had a severe lean as a result of another larger tree falling on it during Storm Doris in 2017. It is hoped that by removing the heavy leaning stems, over which gravity would eventually have triumphed, the regrowth will be strong and vertical. This tree too is regenerating well.

Jane and Ken Clifford have planted a memorial tree near the glade in memory of their son Sam. Over the winter period the picnic bench was removed, cleaned and repainted. This is now back in the wood.

The childrens woodcraft group has continued to meet up in the wood once every two weeks. The wooded fence in the glade overlooking the valley was installed many years ago when the wood was first planted and has been patched and repaired many times since. It finally reached the point of no return and has now been replaced by a cleft-chestnut post-and-rail fence.

The grass in the glade will continue to be cut during the summer months as required to maintain the glade as an open area.

c) CDC

No councillor available to provide an update

d) OCC

No Councillor available to provide an update

05.19.07 Water level of the pond

There was concern regarding the water level in the pond. This could be because of the water level in the well and it was suggested that the stones in the well should be removed to increase the level. It was thought that this could be a hazard for children and it was agreed that a grid should be put over the top of the well.

ACTION : NO to speak to Richard Kyte to arrange for a grid to be placed over the well.

05.19.08 Charity clothing bank

To emails had recently been received, one from the Childrens Air Ambulance and one from Scope requesting that the parish council support the installation of clothing banks in the village . Similar requests have been made in the past and the PC has always refused. After some discussion it was agreed that if there was to be a clothing bank the PC would prefer to support the Childrens Air Ambulance. After further discussion it was agreed that residents would probably not use a clothing bank, but may be happy to donate to a twice yearly bag collection.

ACTION : CF to respond to Scope declining the request and to the childrens air Ambulance suggesting a twice yearly bag collection instead of a clothing bank.

05.19.09 Planning
19/00386/F Gibbs Field House - approved

05.19.10 Finance - The following accounts were approved for payment

Payee	Detail	Total Amount	VAT
Countrywide	maintenance Jan-Feb	140.00	28.00
Countrywide	maintenance Feb-March	192.00	32.00
Nigel Prickett	grasscutting	396.00	66.00
Cathy Fleet	clerk salary	82.00	
HMRC	PAYE	16.00	

The end of Year Accounts had been circulated and were approved and signed.
The Annual Accounting and Governance Statements were approved and signed.

For next Agenda : Division of Responsibilities

Date of next meetings :

PC meeting	Planning meeting
	Thurs 27 June
Thurs 25 July	Thurs 22 Aug
Thurs 26 Sept	Thurs 24 Oct
Thurs 28 Nov	Thurs 19 Dec

Signed Date
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Chair, Souldern Parish Council

ACTION LIST SUMMARY

NO	ACTION	OWNER
03.19.04(2)	JH to arrange purchase of speeding signs CF to remind Cllr Fatemian and also to provide JH with details of the contact at OCC who can arrange for installation of the speed strips.	JH CF

03.19.04(3)	NO to put a request for volunteers in the Three Parishes Magazine, particularly doctors who live in the village	NO
03.19.09(1)	JH to purchase 'Surveillance Cameras in Use' signs	JH
05.19.04	PC minutes be put on the Souldern page of the 3 Parishes Magazine NO will ask the footballers if they could provide their own table Memorial plaque incorrectly spelled to be changed and tree to be purchased	NO
05.19.07	NO to speak to Richard Kyte to arrange for a grid to be placed over the well.	NO
05.19.08	CF to respond to Scope declining the request and to the childrens air Ambulance suggesting a twice yearly bag collection instead of a clothing bank.	CF