

MINUTES OF THE SOULDERN PARISH COUNCIL MEETING

HELD IN THE VILLAGE HALL

ON 31st March 2022

Present:

John Hoodless (JH)

Kirsty Allpress (KA)

Alan Smith (AS)

Neal Ship (NS)

Cathy Fleet (CF) CLERK

Members of the Public:

Mike Kerford-Byrnes

Katie Draper

03.22.01 Apologies

Apologies had been received from Nick Oakhill and Laura How

03.22.02 Declarations of interest

AS and NS declared an interest in Agenda item 13, Planning

03.22.03 To receive the minutes of the last parish council meeting

The minutes of the parish council meeting held on 27th January 2022 were checked for accuracy and content, agreed as a true record of the meetings and signed by the chair.

03.22.04 Public participation

Members of the public were invited to participate. KD representing charities - what is the provision of electric charging points for vehicles? (Reported below under 'Other matters' Also car club - Hook Norton has a population of 1500 AND 4 cars in car pool - It was agreed that this is something the PC has no interest at the moment

03.22.05 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	2 poles concreted in remain and big slide. Made offer to member of the village to buy stainless steel part of slide £900 – waiting for response – NO to chase as response needed by end month. Football dugout cleared and dismantled.

Parish Clerk : Cathy Fleet

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

Tel: 01869 347000

Mobile : 07989 398 838

Sept21.02	All to set up Souldern PC specific gmail addresses.	ALL	It was agreed as a result of OALC's response that all councillors should set up a gmail email address specific to SPC.
Nov21.01	NO to chase up Kev Keane regarding Rules of Engagement in NBW	NO	Completed
Nov21.02	NO will attempt to find out how to get tests done on the water in the pond, the well and the manhole	NO	No need for chemical tests
Nov21.03	NO to write to Thames Water suggesting that the manholes should be sealed to prevent the smell.	NO	On-going
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		CDC refused planning application – new one submitted.
Jan22.01	AS will submit the planning application for the playground	AS	completed
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.	?	Has not been cleared in 18 years. Belongs to Richard Deeley – not PC responsibility – Action closed
Jan22.03	Tree planting - . AS will discuss with NO on his return.	AS	JH met with David suggesting he find out ownership of land – had no response. Church keen on planting. Not parish council matter. Action closed
Jan22.04	Pond Cottage - AS will discuss the blocking/removal of the drainage pipe with NO on his return	AS	Letter to be sent to owner of pond cottage saying PC will remove pipe to edge of boundary. NO to draft letter to Ian Springeon

Updates

- a. **Playground Advisory Group**
Planning permission has been applied for
- b. **Nancy Bowles Wood Advisory Group**
No update
- c. **CDC**
MKB reported that SPC has the greatest % decrease in precept. CDC had emergency debate on Ukraine and how to help – resulting in Ukrainian flag flying on CDC offices. MKB is standing down in May and presented SPC with a leaving gift of a gavel - many thanks !!! SPC formally thanked MKB for his efforts and assistance over the last 11 years

d. **OCC**
No update available

7 Councillors' email addresses and Clerk's laptop

All to set up gmail email addresses specific to SPC. Laptop not required for clerk

8 Clerk salary increase

Following NALC guidance it was agreed to increase the Clerk's salary by 5% backdated to April. **NO to complete paperwork**

9 Pond Cottage update

There has been no clarification from Neil Whitton, environment officer for CDC regarding where the oil came from. **NO to draft a letter to Ian Sprigeon informing him that the PC will cap off the pipe.**

10 20mph initiative

The OCC invitation to uptake the 20PMH initiative requires support from county councillor. It was agreed to proceed with the application - **CF to resend email from OALC to all . KA to complete the application.**

11 Platinum Jubilee

CDC has grant of £300 available - **NO to apply** . Suggest PC sets aside up to £500 in case needed. **LH to ring fence £500 in the accounts.**

12 Environmental matters - tree planting

NO received email from a resident suggesting PC consider planting trees on verge leading down Wharf Lane. Hedge trimmed by SSE so verge is now wider. This is not PC land so not a PC matter.

A request had been received to plant cherry trees down on land between The Pound and the allotments - this is common land so not a PC matter.

13 Planning

22/00416/F - Playground no objection
22/00583/F - Westend House, Bates Lane no objection
22/00310/TCA Souldern House - NOI
22/00043/TCA - The Hill - APPROVAL

14 Finance

To approve monthly accounts payable
It was agreed that SPC continues with the subscription to Community First

Paid by standing order in February and March

Payee	Detail	Total £s	VAT	Comments
Cathy Fleet	Clerk Salary (Feb)	82.00	0.0	Standing Order
HMRC	(re above)	16.00	0.0	Standing Order
Cathy Fleet	Clerk Salary (Mar)	82.00	0.0	Standing Order
HMRC	(re above)	16.00	0.0	Standing Order
Bank Charges	Quarterly ending 31 st March 2022	18.00	0.0	Standing Order

Invoices to be approved at the meeting for 21/22 financial year

Payee	Detail	Total £s	VAT	Comments
Alan Smith	Planning application (playground)	145.00	4.67	Application fees
Alan Smith	Planning application (playground)	33.46	5.58	Site/block plans
Alan Smith	Planning application (playground)	23.99	4.00	Site location plan
Community First	Subscription	55.00	0.00	
Souldern Village Hall	Insurance 1 st Jan 2022 to 31 Dec 2022	164.93	0.00	Share of insurance @ 20%

Invoices to be approved at the meeting for 22/23 financial year

Payee	Detail	Total £s	VAT	Comments
OALC	Subscription	145.00	4.67	

Budget 2022/23

Due to the absence of the RFO and Chair it was agreed to defer this item to the next meeting.

It was agreed that in future, the proposed budget should be presented to councillors at the November meeting for discussion in order to make a fully informed decision about the precept request ahead of CDC's request in January.

Other Matters

For information only and to advise on agenda items for next meeting

NO had approached Podpoint who installed McDonalds electric charging points and has made initial enquiry for them to contact SPC to look at feasibility of charging points in VH car park if in village. OCC and CDC favor placing points on facilities owned by a municipal body. This cannot be in the village (eg outside the Fox) but would work in VH car park.

JH reported that there are 2 filing cabinets in village hall – one empty – one full of old planning documents - It was agreed that planning documents and the filing cabinets can be disposed of.

JH reported that Village hall will be tidied up and the doors to the changing room required re-painting which the football club had agreed as part of their contract to do. NO will be having meeting with the Football club and will find out and also if the football posts currently dumped behind the village hall will be removed. Quotes are being obtained for the re-painting of the exterior of the village hall.

NO - grasscutting - conditions of Viridor grant is to create wild flower meadow - strip of land from old playing field to Jubilee wood should be left wild. Increase frequency to 7 or 8 (currently 6)

In the light of recent incidents, residents have asked if security cameras could be placed outside the village hall – next agenda

The owner of Old Rectory had asked who is responsible for closed churchyard . he thinks he is responsible for repairs to stone wall and asked if ivy can be removed - working party to be arranged

Date of next meetings:

Dates for 2022 : last Thursday of the month	
PC meeting	Planning meeting
26th May 7.45 pm	28th April
28th July	30th June
29th September	25th August
24th November	27th October
	29th December

APM 7pm 26th May
AMPC 7.30 26th May

Signed
Chair, Souldern Parish Council

Date

ACTION LIST SUMMARY

NO	ACTION	OWNER	Update
Jan22.04	Pond Cottage - AS will discuss the blocking/removal of the drainage pipe with NO on his return	AS	Letter to be sent to owner of pond cottage saying PC will remove pipe to edge of boundary. NO to draft letter to Ian Springeon
03.22.01	Clerk salary increase - NO to complete paperwork	NO	
03.22.02	Pond Cottage - NO to draft a letter to Ian Sprigeon informing him that the PC will cap off the pipe.	NO	
03.22.03	20 mph initiative - CF to resend email from OALC to all. KA to complete the application.	CF KA	Completed
03.22.04	Platinum Jubilee - NO to apply for CDC Grant LH to ring fence £500 in the accounts	NO LH	
03.22.05	CF to circulate OALC's details of Op London Bridge	CF	completed