

# MINUTES OF THE SOULDERN PARISH COUNCIL MEETING

## HELD IN THE VILLAGE HALL

ON 23<sup>rd</sup> May 2024

### Present:

Nick Oakhill (NO) CHAIR  
John Hoodless (JH)  
Neal Ship (NS)  
Heidi Dennison (HD)  
Cathy Fleet (CF) CLERK

### Members of the Public:

Katy Draper  
David Carlisle  
Joanna Carlisle

#### 05.24.01 Apologies

No apologies had been received

#### 05.24.02 Declarations of interest

There were no declarations of interest

#### 05.24.03 To receive the minutes of the last parish council meeting

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

#### 05.24.04 Public participation

Members of the public were invited to participate.

- KD wishes to join discussions on the swing bridge. It was agreed that an email address will be registered on the website in order for any problems with the bridge to be registered. Emails will then appear in Katy Draper's email account and she will deal with the issue. **NO to create email address.**
- It was resolved that draft minutes of meetings will be put on the website before approval, then once approved sent to David with the 'DRAFT' watermark removed. **Action Clerk**

#### 05.24.05 Clerks Report and Actions from previous meeting

There were no outstanding actions from the previous meeting

#### ~~05.24.06 Co-option of councillors~~ to receive update To be removed as a standing agenda item.

#### 05.24.07 Correspondence

A letter has been received regarding Community Transport. They are taking on a new bus service into Bicester. They are looking for accommodation for the bus (16 seater minibus) and are asking for a parking space as their offices are elsewhere. Timetables have been published on Facebook with services running

twice a day daily except Sunday. It is a bookable service with members needing to register. **NO to contact suggesting alternative parking facilities, and obtain more information about the service.**

#### **05.24.08 — Playground update**

No update – not required as a standing agenda item

#### **05.24.09 Trees by NBW**

In response to the letter received from a resident, the PC has posted a letter dated 14<sup>th</sup> May indicating that the PC refutes the suggestion that the trees are the resident's responsibility. 4 out of the 5 trees are on unregistered common land and if the trunks placed on the common land are not removed by 31<sup>st</sup> May the PC will remove and dispose of them. It is considered that the resident has taken Adverse Possession of the land.

#### **05.24.10 Village upkeep**

A working party will be organised to do the second piece of tarmac on the village hall ramp and clean the flagpole.

#### **05.24.11 Planning**

There had been no new planning applications  
 23/03183/F Stone Croft Approved  
 24/00693/F Manor Farm Barn Refused

#### **05.24.12 Finance**

- The following accounts were approved for payment: proposed by NO , seconded by HD  
Paidby standing order

Payee	Detail	Total £s	VAT	Comments
Cathy Fleet	Clerk Salary	132.69	0.0	
HMRC	(re above)	26.67	0.0	

#### Invoices to be approved

Payee	Detail	Total £s	VAT	Comments
Helen White	Internal Audit for 23/24	100.00	0.0	
Nigel Prickett	May Grass Cut	441.60	73.60	
Gallagher	Insurance	579.05	0.0	

#### Receipts

	Detail	Total £s	VAT	Comments
OCC	Grass Cutting grant	440.85		

- the internal audit report was received
- The audited Year End accounts were approved
- The AGAR was approved and signed

### Other Matters

Highways – JH had a meeting with Highways regarding potholes - due to a lack of budget JH as superuser is unable to authorise potholes to OCC for repair

Automatic drain clearance has reduced from every year to every 10 years on demand. As a superuser JH can report blocked drains but only if there is a footpath - highways are also unable to authorize. JH has requested that Wharf Lane is surveyed by OCC. JH has a list of drains which he is asking OCC to attend to. Some drains in the village are apparently not owned by OCC and they will not do anything with them.

### Dates for 2024

27<sup>th</sup> June ,25<sup>th</sup> July, 29<sup>th</sup> August ,26<sup>th</sup> September, 31<sup>st</sup> October, 28<sup>th</sup> November

Signed .....  
Chair, Souldern Parish Council

Date .....

### ACTION LIST SUMMARY

NO	ACTION	OWNER
May24.01	NO to create email address for use by swing bridge users	NO
May24.01	Clerk to provide David with draft minutes for the website	CF
May24.02	<b>Community Transport</b> - NO to contact suggesting alternative parking facilities, and obtain more information about the service	NO