

MINUTES OF THE ANNUAL MEETING OF SOULDERN PARISH COUNCIL

HELD IN THE CHAPEL

ON 20TH May 2025

Present:

Nick Oakhill (NO) CHAIR
John Hoodless (JH)
Heidi Dennison (HD)
Kate Green (KG)
Rob Large (RL)
Cathy Fleet (CF) CLERK

Members of the Public:

Katie Draper
Clive Smith
David Carlisle

Members of the public : There were 3 members of the public present

05.25.01 Apologies for absence

Apologies had been received from Joanna Carlisle

05.25.02 Declarations of Interests

There were no declarations of interest

05.25.03 Public participation

There was no public participation

05.25.04 To elect a Chairman for the forthcoming year

HD nominated and JS seconded that Nick Oakhill be elected Chair for the forthcoming year. The declaration of acceptance will be signed at the next meeting

05.25.07 To elect a Vice-Chairman for the forthcoming year

NO proposed and JH seconded that Heidi Dennison is elected Vice Chair
The declaration of acceptance will be signed at the next meeting

05.25.08 To appoint the Responsible Financial Officer for the forthcoming year

NO proposed and HD seconded that Cathy Fleet be appointed RFO for the forthcoming year.

05.25.09 All councillors confirmed that there are no changes to their Register of Interests

05.25.10 To receive the minutes of the last parish council meeting

The minutes of the parish council meeting held on 24th April 2025 were checked for accuracy and content, agreed as a true record of the meeting and signed by the chair.

05.25.11 Public participation

Members of the public were invited to participate throughout the meeting.

05.25.12 Clerks Report and Actions from previous meeting
There were no outstanding actions from the last meeting

05.25.13 Correspondence
Puy du Fou – request from Bucknell PC to join the Parish Coalition to oppose the proposed theme park in Bucknell. It was agreed that SPC will join the coalition **NO to respond.**

NO received correspondence regarding the gates to the playing fields. Recently a piece of land has been sold at the back of Bovewell with outline planning permission to build a property. The previous owners of the land has put a pedestrian gate which leads into the wood at the back of the playing field. It was pointed out that this gate should not be there, nor other gates leading on to the playing field. NO proposed that the PC writes to the owner of the land asking them to remove them so the fence can be reinstated. **NO to write to the new owner of the land.**

Email received regarding branches falling off one of the Ash trees in the churchyard. The bottom of both trees are showing signs of Ash dieback. **NO will ask Giles from Fernwood Arboriculturalists to inspect the trees.**

A letter was received from Mr & Mrs Blunt regarding the 2 willow tree which have been pollarded requesting reimbursement for work carried out amounting to £1020. An offer had been made by the PC to pay for the work providing ownership of the land was not disputed. This matter will be discussed by councillors outside of the meeting and brought to the next meeting for a decision.

Correspondence has been received from SSE regarding the changing rooms. The £12000 bill has not yet been resolved (the usual bill is around £200) and is paid by Brackley Town Football Club. NO has questioned the bill and this issue appears to be happening to other buildings in the village. **NO will contact SSE to question invoice further**

Mark Malins has asked if the U9's football team can use the football pitch to train on Wednesdays in the summer. **NO will email BTFC out of courtesy and respond to Mark**

05.25.14 Co-option of councillor
It was agreed that Amanda Sharman will be co-opted as councillor at the next meeting. Amanda has been sent information and will complete the paperwork at the meeting in June

05.25.15 Reports from County/District Councillors (David Rogers –CDC) (Gareth Epps – OCC)
There were no county or district councillors present,

05.25.16 Highways
The kerbs have been swept. Highways will not do edges of roads but OCC have promised an annual highways inspection in June and will assess the road surface.

05.25.17 Planning –The following planning documents had been received:**25/01166/AGN**

Wharf Farm Wharf Lane
Souldern Oxfordshire OX27 7LE
Prior approval application for an agricultural building to house dairy youngstock cattle
NO OBJECTION

25/00971/LB

The Rock The Hill Souldern
Oxfordshire OX27 7JE
Replacement of damaged windows with like-for-like replacements using Heritage glass to improve energy efficiency
NO OBJECTION

Decision - Nol of treeework to Ash tree at the Village Hall

05.25.18 Finance

The following accounts were approved for payment proposed JH seconded HD:

Paidby standing order

Payee	Detail	Total £s	VAT	Comments
Cathy Fleet	Clerk Salary	136.66	0.0	
HMRC	(re above)	27.66	0.0	

Invoices to be approved

Payee	Detail	Total £s	VAT	Comments
Helen White	Internal Audit	100.00	0.00	
Gallagher	Insurance	584.56	0.00	

05.25.18.1 The bank mandate was amended and signed to allow Cathy Fleet as RFO to act as Administrator for the Unity Bank Account

05.25.18.2 RL and KG to be signatories on the bank account. RFO to prepare the forms for signature at the next meeting.

05.25.18.3 The End of year accounts were approved

05.18.25.4 The internal Audit report was received

05.18.25.5 The Exemption Certificate was approved and signed

05.18.25.6 The Accounting Statement was approved and signed

05.25.18.7 The Governance Statement was approved and signed

Other matters

Manhole cover – needs replacing between changing room and playground -JH to fix and reclaim costs.

Human excrement (adult and child) found on the wall by the playground - **signs to be put up**

Date of next meetings : last Thursday of the month 7.30pm:

26th June, 31st July, 28th August, 25th September, 30th October, 27th November

Signed

Chair, Souldern Parish Council

Date

ACTION LIST SUMMARY

No	Action	Owner
May25.01	Puy du Fou – NO to respond agreeing that SPC will join the Parish Coalition	NO
May25.02	NO to write to the new owner of land backing on to the playing field regarding the gate	NO
May25.03	NO will ask Giles from Fernwood Arboriculturalists to inspect Ash trees in the churchyard.	NO
May25.04	NO to draft a response to Mr & Mrs Blunt	NO
May25.05	NO will email BTFC out of courtesy and respond to Mark Malins regarding the U9s use of the football pitch	NO
May25.06	Signs to be put in playground regarding human excrement found	HD/JH
May25.07	Bank mandate to be prepared for signature at the next meeting	CF
May25.08	AGAR to be submitted to Moore	CF