

**MINUTES OF THE SOULDERN PARISH COUNCIL MEETING  
HELD IN THE VILLAGE HALL  
ON 18<sup>th</sup> JULY 2013**

**Present:**

Mr A Martin (Chairman)  
Ms K Draper  
Mr C Rothero  
Mr R Deeley  
Mrs B McGarry (Clerk)  
Mrs J Martin (RFO)

**Also in attendance:**

Cllr M Kerford Byrne (CDC)  
Clr A Fatemain (OCC)  
Mr I Porteus  
Mr J Hoodless

**Apologies:**

Cllr J Macnamara (CDC)  
Mrs R Summer  
Mr D Summers

**1 Minutes of previous meeting**

The minutes of the meeting held on 16<sup>th</sup> May 2013 were approved and signed  
Proposed: CR 2<sup>nd</sup>: KD

**Matters arising:**

- **2/8c** - Community Connect not actually taken off the ground yet and not as localised as first anticipated. Mary May very keen to be active in local community and willing to put on community transport rota.  
It was resolved to advertise Community Connects services in next 3 Parishes. **BM  
&  
MM**
- **2/8h** – Burgess Reclamation have agreed to donate a planter for the corner of Fox Lane. It was resolved to ask Will Green to do a drawing of its position for the benefit of the Highways Dept who have agreed in principle. **AM  
&  
WG**
- **5c** – Internal Audit:  
A voucher has been presented to David Summers.  
Insurance has been increased to include the sports wall at an additional cost of about £25. **AM  
&  
BM**
- **5d** – A ‘notice of intent’ application form has been obtained to remove the weeping willow tree in the closed churchyard and is to be completed and submitted.
- **5e** - Letters have been written to the PCC regarding the planting of trees in the closed churchyard and the grass cutting.
- **7a** - It was resolved to adopt the draft contract and job description drawn up for the employment of the clerk.
- **8c** - A letter has been written to Mr Hoodless thanking him for his interest in joining the Council and explaining the 12 month residency requirement (see item

8a).

**2 Declarations of Interest from Councillors:**

There were no declarations of interest.

**3 Issues from the floor**

There were no issues from the floor.

**4 Updates:**

**a. Playground** – Insurance requires weekly inspections of the playground and for a record to be kept. KD confirmed that this was happening. A rota will be organised by Will Green. RoSPA Playsafe were due to carry out its annual inspection last weekend.

**b. Nancy Bowles Wood** – The ditches leading up to NBW will be cleared next week.

**c. CDC** – The re-alignment of boundaries are to be discussed at next week's CDC meeting and it is likely that there will be fewer wards in Cherwell. The Local Plan will also be discussed but Souldern is not expected to see any large development applications. The Planning Dept is extremely busy at the moment with enough planned development to fulfil government targets.

**d. OCC** – Cllr Arash Fatemian was welcomed to the meeting. There is a funding budget available for community based projects. We can apply for a grant of between £500-£700 before next February. Cllr Fatemian will email an application form. OCC will be needing to make further savings in the coming year i.e. in County Services.

**RD**

**5 Finance:**

**a** Financial transactions since the meeting held on 16<sup>th</sup> May 2013 were approved.

<b>Payments</b>	<b>Date</b>	<b>Amount</b>	<b>Power</b>
OALC: training for Clerk	15/06/13	£42.00	LGA 1972:s. 111
MR Cross: mowing May 2013	15/06/13	£486.00	OSA 1906: s10
T Vincent for NBW	26/06/13	£20.75	LG(MP)A 1976: s. 19
J Martin: voucher for internal audit	27/06/13	£30.00	Audit Commission Act 1998
Broker Network Ltd: Insurance	27/06/13	£379.96	LGA 1972: s. 111

**Receipts**

CDC: New homes grant      30/04/13    £1211.00  
11/12/ & 12/13

**Bank balance** as at 15<sup>th</sup> June 2013: **£10,190.57**

A budget review was circulated to compare current income and expenditure with our forecast budget. The Council expressed satisfaction with the current financial position.

A new cheque signatory is needed due to Sue Barrett leaving. It was resolved that Chris Rothero would be the third signatory.

**6 Planning:**

- a. 13/00944/F – Bolsterstone Innovative Energy (Ardley)Ltd – Strong objections have been raised and submitted to CDC concerning the re-submission of plans for a windfarm at Ardley. It was resolved to make as many people in Souldern aware of the application and to encourage them to voice their opinions to CDC.
- b. 13/00891/F – WV Malins & Son – No objections were raised to an extension to the existing barn at Wharf Farm.
- c. 13/00597/F – Mr R Arniel – Application to build a new house in the paddock behind Wall House was refused.
- d. 13/00710/LB – Dr R Sanders – No objections from the Council, awaiting decision.

**AM**

**7 Administration:**

- a. A meeting to plan the draft content of the website has been set for 23<sup>rd</sup> July.
- b. The Clerk attended a training meeting entitled ‘Minutes & Meetings’ which basically reinforced what we are already doing.

**BM,  
JM &  
AM**

**8 Other Business:**

- a. **Casual Vacancies** – There are now 2 vacancies on the Council due to the resignations of 2 councillors (Jill Coleman who resigned at the Annual Meeting and Sue Barrett who has moved away). Mr Hoodless was thanked for his interest in joining the Council and due to the 12 month residency requirement it was resolved to discuss this at the September meeting. It was also resolved to advertise the other vacancy in the next issue of the 3 Parishes.
- b. **Roles & Responsibilities** – To ease the workload of the Chairman it was resolved that CR would oversee planning, KD the playing field, playground, waste and recycling and RD would be responsible for maintaining the pond. AM is happy to continue liaising with the football club and the PCC. AM, JM & BM to oversee the website.
- c. **Bus Shelter** – AM has asked Phil Mander to quote re the possible modifications to

**BM**

**AM**

the pavilion. It was resolved to ask CDC about planning requirements.

- d. **Football Agreement** – A draft agreement has been given to the football club regarding the use of the playing field and changing rooms and a response is awaited. It was resolved that a financial contribution of £200 per annum would be asked for but this would be reduced to £100 for the first year as a good will gesture as it is a new club.
- e. **Noticeboard** – AM has found 3 possible suppliers for a double sided noticeboard to be sited outside the village hall, all in the region of £1,500.00. The Village Hall Management Committee is to be invited to share the notice board and its cost. It was resolved to investigate the possibility of purchasing an old noticeboard that could be renovated. **BM**  
**AM**
- f. **German Chamber Orchestra visit** – It was resolved that the PC would collaborate with other village organisations to provide afternoon teas on Thursday 3<sup>rd</sup>, Friday 4<sup>th</sup> and Saturday 6<sup>th</sup> in the village hall for the visiting orchestra. A joint newsletter with the PCC will be published to promote the event. There will be a concert in the church on Saturday 6<sup>th</sup> by ticket only which will be free but donations will be accepted and an official welcome at 7pm on Thursday 3<sup>rd</sup> in the Village Hall which Councillors are asked to attend. **BM**
- g. **Emergency Planning** – It was resolved to look into the need for an emergency plan for Souldern following the initiative by OCC.

9 **Date of next meeting:**

The next meeting is the will be held on **Thursday 19<sup>th</sup> September** in the Village Hall at 7.30pm

It was resolved to establish the availability of the village hall in order to set dates for next year's meetings. **BM**

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