

**MINUTES OF THE SOULDERN PARISH COUNCIL MEETING**

**HELD IN THE VILLAGE HALL**

**ON 26<sup>th</sup> October 2023**

**Present:**

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

**Members of the Public:**

**10.23.01 Apologies**

Apologies had been received from Cllr Eddie Reeves, Alan Smith and John Hoodless.

**10.23.02 Declarations of interest**

There were no declarations of interest

**10.23.03 To receive the minutes of the last parish council meeting**

The minutes of the parish council meeting held on 28th September 2023 were checked for accuracy and content, agreed as a true record of the meetings and signed by the chair.

**10.23.04 Public participation**

No members of the public were present

**10.23.05 Clerks Report and Actions from previous meeting**

No	Action	Owner	Update
Feb23.03	AS to action 20mph limit	AS	<b>AUGUST UPDATE</b> – HD offered to send an email to OCC (Jeff Barrell – project manager)  <b>Sept 23 - HD to chase</b>  <b>Oct update</b> - Response received – has asked for a poll of public opinion (not mandatory) could be in the next round Easter 24-Easter 25. HD to publish on WhatsApp requesting responses.
Feb 23.05	AS to order replacement signs	AS	New signs have been ordered with the correct spelling and should be delivered and put up this

			week
June23.02	<b>Village upkeep</b> –Workparty to clean Church Lane ditch	<b>NO</b>	<b>NO to organise once foliage dies down.</b>  <b>On-going</b>
June23.04	<b>Changing Room electrics</b> – NO to obtain 1 further quote	<b>NO</b>	<b>Oct update: AS has contacted TS Electrics and is waiting for a work date to be confirmed</b>
July 23.06	<b>Co-option of Councillor- AS</b> to post on noticeboards and Whatsapp group	<b>AS</b>	Oct update – AS tp put on Whats App group
Aug23.03	<b>EV charging points</b> - . NO will attend the Webinar on 20 <sup>th</sup> September.	<b>NO</b>	Agenda item

**10.23.06 Co-option of councillor**  
No update was available. **AS to put on WhatsApp group again**

#### **10.23.07 Playground Update**

- Site meeting held with Kompan and contractors will be onsite from 31st October with completion aimed at 11th December
- A container is being delivered and will be placed in the corner of the carpark and fenced off
- The playground equipment will be delivered on 1st November and so the carpark will be closed on this day
- Ground work in preparation has been slower than hoped but the ground has been harrowed and all the old concrete and rubber matting (that can be seen) has been removed. 16 tons of topsoil has been delivered to fill in a dip
- Fundraising has gone well with receipt of National Lottery grant, Table Top sale and Brewery tour. There are two fundraising events to go winetasting and Craft Fair which will take us to the target for Phase 1 (including extra equipment)
- The Village Hall cannot give us a grant but are able to pay for specific invoiceable things. I am proposing that we ask them to purchase fencing and some new benches
- For discussion and agreement
  - Maintenance package from Kompan £499 ex VAT pa – AS has circulated the proposal and believes this is something we require. It was agreed that a package is required but it was not known if Kompan is a cost effective solution. The decision was deferred until AS can provide additional information.
  - Fencing - AS proposed that we install some Bow topped metal fencing around two sides of the playground (along the bottom and then up the side to the second bench) as this is longer wearing than wooden fencing that tends to break and rot quite quickly. Cost estimates range from £1,500 to £3,000. It is hoped that the VH will cover the cost of the fencing. AS to

confirm with the VH committee that they will pay and will then place the order

- NS to contact Gallaghers regarding Insurance of new playground equipment and add all equipment to the Asset Register.
- Clerk to review the Risk Assessment for the next meeting.

**10.23.08 Village Upkeep**  
No progress

**10.23.09 EV charging points**  
NO attended the Webinar and was the only person attending from a parish – all others were town/city councils and the discussions were aimed at larger public sector organizations who own car parks where charging points could be installed. NO has since contacted PodPoint who have installed MacDonalDs/Tesco charging points and will report back.

**10.23.10 Village Hall Trust Deed**  
No update

**10.23.11 Planning**  
[23/02744/TCA](#) Alley Cottage The Hill Souldern OX27 7JF

T1 x Hazel (multi stemmed) T2 x Hazel (multi stemmed)  
Permission sought to coppice/stool now and as required in the future two hazel trees - NO OBJECTION

**10.23.12 Finance** The following accounts were approved for payment, proposed by NO seconded by HD

**Paid by standing order**

Payee	Detail	Total £s	VAT	Comments
Cathy Fleet	Clerk Salary	126.29	0.0	
HMRC	(re above)	25.07	0.0	

**Invoices to be approved**

Payee	Detail	Total £s	VAT	Comments
Nigel Prickett	Sep grass cut	414.00	69.00	
Alan Smith	Playground Skip	320.00	53.33	
Alan Smith	Village Hall Signs	109.92	18.32	

**For next Agenda :** Risk Assessment, Asset Register, Insurance

NO has delivered sympathy card to Mrs Kyte on behalf of the PC on the death of Tony who served on the PC for many years.

Parish Council Liaison meeting on 8<sup>th</sup> November - NO will attend

Dog bin at NBW not being emptied - CF to chase

**Date of next meetings – last Thursday of the month**

30<sup>th</sup> November, 28<sup>th</sup> December

**Proposed dates for 2024**

25<sup>th</sup> January ,29<sup>th</sup> February, 28<sup>th</sup> March ,25<sup>th</sup> April, 30<sup>th</sup> May ,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,

**CF to book VH**

Signed .....  
Chair, Souldern Parish Council

Date .....

**ACTION LIST SUMMARY**

No	Action	Owner	Update
Feb23.03	AS to action 20mph limit	AS	<b>Oct update</b> - Response received – a poll of public opinion has been requested(not mandatory) implementation could be in the next round Easter 24-Easter 25. <b>HD to publish on WhatsApp requesting responses.</b>
June23.02	<b>Village upkeep</b> –Workparty to clean Church Lane ditch	NO	<b>NO to organise once foliage dies down.</b>  <b>On-going</b>
July 23.06	<b>Co-option of Councillor-</b> AS to post on noticeboards and Whatsapp group	AS	Oct update – <b>AS tp put on Whats App group</b>
Oct23.01	<b>Playground</b> – AS to provide further information regarding Kompan maintenance package  AS to confirm with the VH committee that they will pay and will then place the order for fencing	AS  AS	
Oct23.02	NS to contact Gallaghers regarding Insurance of new playground equipment and add all equipment to the Asset Register.	NS	

Oct23.03	Clerk to review the Risk Assessment for the next meeting	<b>CF</b>	
Oct23.04	Clerk to chase emptying of dog bin at NBW	<b>CF</b>	Emailed Paul Devine 30/10/23
Oct23.05	Clerk to book VH for meetings in 2024	<b>CF</b>	Completed