



**Minutes of the meeting of the Somerton Parish Council held on
3rd August 2021 in the Village Hall**

Present: - Alison Smith [chair], Neil Good, John Gatley, Neil Clare

Members of the public : Cllr Mike Kerford Byrnes, Rosemary Arnold, Mark Durnin

In attendance: Cathy Fleet (Clerk)

08.21.01 Apologies

Apologies had been received from Andy Corner

08.21.02 Declarations of Interest : There were no declarations of interest.

08.21.03 Minutes of the last meeting held on 15th June 2021 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

08.21.04 Public Participation

Mark Durnin wished to discuss the allotments. He asked if there was any alternative site for the proposal and how far developments have progressed. AS explained that there is no alternative site as no other landowners were prepared to sell or lease any land and that SARA is an active group making steady progress and that the PC is in the process of applying for a loan to purchase the land.

Cllr Mike Kerford-Byrnes provided an update on behalf of CDC. CDC's financial position has suffered as a result of Covid. There will be a new green waste service implemented in the near future, with fortnightly collections of garden waste for which there will be an annual charge and weekly collections of food waste for which new caddies will be provided free of charge. MKB spoke of the Statement of Community Involvement regarding the Local Plan which CDC had sent (circulated by the Clerk) and suggested that the PC and individuals should respond to Item 4. This is regarding planning applications which, it is proposed, will no longer be notified to neighbours, nor notices put up as a cost cutting exercise. It was felt that this was not in the best interest of the community and that planning applications should be made public as much as possible.

08.21.05 Clerk's Report and Actions from previous meeting

No	Action	Owner	Update
03.21.06	AS will liaise with Community First, share the questionnaire and set a date for a working group	AS	On-going. Rachel Woods has resigned her post at Community First

			and AS will make contact with her successor after summer.
03.21.14	NG to make further efforts to close the Barclays account and transfer the balance to the PC's Unity account AS will submit docs to unity once Signatures from AC obtained. (NG & NC collected at meeting)	NG AS	On-going. NG has identified a time when he will be able to attend Barclays Bicester to complete the account closure As will deliver all documentation to AC for him to sign and return.
06.21.06	AS will make application to the PWLB for a loan of £20K for the allotments/recreational area project.	AS	On-going. As will contact CDC for assistance with precept figures.

08.21.06 Budget 2022

In order to complete the application for the PWLB a budget for 2022 is required. As this is not normally done until November, AS will draft a budget on which CF will advise and use as the basis for the Precept request later in the year.

ACTION : AS to draft budget for 2022

08.21.07 Bottle Bank

The bottle bank in the village appears to be used by many people other than residents and is therefore frequently overflowing and is also a magnet for fly-tipping. AS proposed that the PC surveys public opinion in the village as there are now numerous other recycling centres, e.g. at supermarkets which can be used. After some discussion it was decided that it should remain for the time being. MKB advised that there is a plan for CDC to collect bottles from homes in 2 years time.

ACTION : CF will contact CDC requesting that it is emptied more regularly.

08.21.08 Email review

There was some discussion about councillors email addresses and it was agreed that all councillors should have a dedicated email address for parish council business. All councillors were asked to set up a gmail (Google) email address. CF to provide a suggested format, after which CF will set up a G-drive where all PC documents can be stored and easily accessed by all councillors.

ACTION : CF to provide format for email addresses

All councillors to set up gmail email accounts

CF to set up G-drive

Hilal Johnson has set up an email distribution list using Email platform MailChimp, which is a cloud based service. This will allow residents to opt-in to receiving emails from the parish council and other village organisations which will also be able to use the service. AS and CF to meet with Hilal for tuition in the use of Email Chimp.

08.21.09 Planning - the following planning documents had been received :
21/00995/F Orchard Way, Heyford Road - **APPROVED**
21/02658/TCA - Wychwood Cottages - treework - **no objection**

NG will report the damaged wall on Fix My Street

08.21.10 Finance - the following accounts were approved for payment

Payee	Details	Amount	VAT	Note
RT Gardens	Playground (June)	144.00	24.00	
RT Gardens	Playground (July)	144.00	24.00	
Village Farm	village grasscutting	1026.00	171.00	
Wel medical	Defib battery	223.14	37.19	
TP Jones	Payroll	54.90	9.15	
FoHS	donation	50.00		

It was agreed that the PC will make a donation of £50 to FoHS for the upkeep of the planting at the station

It was also agreed that RT Gardens will be asked to tidy up the area around the chicane.

Dates of next meetings

28th September 2021

30th November 2021

Signed **Alison Smith (Chair)** Date

ACTION LIST SUMMARY

No	Action	Owner
06.21.06	AS will liaise with Community First, share the questionnaire and set a date for a working group after the summer break	AS
03.21.14	Closure of Barclays account - On-going. NG has identified a time when he will be able to attend Barclays Bicester to complete the account closure	NG
03.21.14	Unity Account - AS will deliver all documentation to AC for him to sign and return.	AS
06.21.06	PWLB application - AS will contact CDC for assistance with precept figures	AS
08.21.06	AS to draft budget for 2022	AS
08.21.07	CF to contact CDC to arrange for the bottle bank to be emptied fortnightly	CF
08.21.08	CF to provide format for email addresses All councillors to set up gmail email accounts CF to set up G-drive	CF ALL CF
08.21.09	NG to report the damaged wall on Fix My Street and request it is repaired	NG