



**Minutes of the meeting of the Somerton Parish Council held on
28th September 2021**

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

Members of the public : Cllr Mike Kerford Byrnes, Tony Callow

In attendance: Cathy Fleet (Clerk)

09.21.01 Apologies Apologies had been received from Andy Corner and John Gattley

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

09.21.03 Minutes of the last meeting held on 3rd August were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

09.21.04 Public Participation : Cllr Kerford Byrnes provided an update from CDC as below

09.21.05 Clerk's Report and Actions from previous meeting

No	Action	Owner	Update
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	On-going
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	The Barclays account has been closed and the balance of £4.25 transferred to Unity.
03.21.14	Unity Account - AS will deliver all documentation to AC for him to sign and return.	AS	All documentation has been uploaded to the Unity website. NC and AC will receive letters requiring action
06.21.06	PWLB application - AS will contact CDC for assistance with precept figures	AS	In-hand. Agenda item 8
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	Completed
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	Complete Some outstanding Completed

08.21.09	NG to report the damaged wall on Fix My Street and request it is repaired	NG	No progress CF to chase
	Respond to CDC consultation regarding governance and request additional councillor	CF	completed

CDC Report from Cllr Mike Kerford Byrnes

MKB reported that the revised local plan is out for consultation and will be out for consultation as from tomorrow. Appendix 2 contains the call for sites and it was noted that there are 2 sites listed for Somerton:

- 1.7 acres North of Ardley Road by Fernhill Estates owned by Jeremy Brown
- 124 hectares at Troy Farm owned by Ruth Power

The proposed development at the Hatch End Old Poultry Farm in Steeple Aston will be discussed at the CDC planning meeting in November.

09.21.06 Email Review - MailChimp

AS to set up a meeting with all user groups for a demonstration

09.21.07 Bus Shelter

An email had been received from a resident concerned about the safety and location of the bus shelter. **CF to respond to resident informing her that the matter is under review.** It was agreed that David Bellchamber (OCC) should be asked to survey the bus shelter and make recommendations regarding its site and condition. **CF to contact David Bellchamber**

09.21.08 SARA

The paperwork is almost completed. AS to speak to PWLB and Ian Robinson (CDC) regarding the need for additional information before submission.

09.21.09 Play Area

The ROSPA report has been received and flagged up some areas which require attention. **NG to send the report to Richard Townsend (paly area maintenance) and ask him to prioritise and quote for the work recommended.** It was disappointing that following the report, on 17th September the post supporting the gate collapsed - no mention of any rot had been made in the report. Richard Townsend has quoted £354.77 to supply and fix a softwood post. **NG to enquire of costs for a longer lasting hardwood post.**

09.21.10 MCNP

Deb Critchley will attend MCNP meetings in future and report back to the PC. It was noted that Martin Lipson (chair of MCNP) is making a case to OCC for all villages to get a 20mph speed limit.

09.21.11 Highways -BHS signs

AS reported that she has obtained 4 temporary signs warning of horses from OCC at no cost. **AS will put signs up**

09.21.12 Planning - the following planning application had been received :

Applications

21/03026/TCA 1 Church Street - Treework - no objection

21/03696/DISC Jersey Manor Farmhouse - discharge of conditions 21/00834/F - no objection

21/03002/CLUP Certificate of Lawfulness for the proposed change of use of 1.2 acres from agricultural land to Allotments and small informal recreational area for use by the village. - No objection

Decisions

21/03658/TCA Wychwood Cottage, Church Street - treework - Notice of Intent

09.21.13 Finance - the following accounts were approved for payment

Payee	Details	Amount	VAT	Note
Cathy Fleet	clk sal (Aug)	191.38		S/O
Grid24	website hosting	207.60	34.60	
Playsafety	ROSPA Report	103.20	17.50	
Alison Smith	reimbursement (map)	22.80	3.80	
Alison Smith	Reimbursement (Planning fee)	143.50		
RT Gardens	Playground	72.00	12.00	
HMRC	PAYE	124.00		
Cathy Fleet	clk sal Sept	191.18		S/O
CDC	Dog bins	120.29	20.05	
Moore	External audit	240.00	40.00	

The quarterly financial report had been circulated and was approved and signed. The bank reconciliation was £17,133 when the report was written, since then a further £5386 being the second precept payment has been received.

Dates of next meetings

30th November 2021

Proposed dates for 2022 - last Tuesday of alternate months

25th January

29th March

31st May

26th July

27th September

29th November

These dates were agreed. Clerk to book the hall.

Signed Alison Smith (Chair) Date

ACTION LIST SUMMARY

No	Action	Owner
03.21.14	NC and AC to action letter from Unity when received	NC/AC
09.21.01	AS to set up a meeting with all user groups for a demonstration of Mail Chimp	AS
09.21.02	CF to contact David Bellchamber re bus shelter	CF
09.21.03	Playground: NG to send the report to Richard Townsend and ask him to prioritise and quote for the work recommended NG to enquire of costs for a longer lasting hardwood post for the gate	NG
09.21.04	AS will put BHS signs up	AS
09.21.05	Clerk to book hall for forthcoming meeting dates	CF

DRAFT