



**Minutes of the meeting of the Somerton Parish Council Meeting held on
9th May 2023**

Present : Alison Smith (AS)[chair], Neil Clare (NC), Tony Callow (TC), Bryony Afferson-Day(BAD), Kay Bishop (KB), Deb Critchley (DC)

Members of the public : Andy Corner, Neil Good

In attendance: Cathy Fleet (Clerk)

05.23.01 Apologies : No apologies had been received from councillors
Welcome was made to new councillors and thanks to Neil Good, John Gatley & Andy Corner for their work on the parish council over many years.

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

05.23.03 To receive the minutes of the last meeting – 28th March 2023

05.23.04 Public Participation - to receive submissions from members of the public relating to items on the agenda, in accordance with the Council's code of conduct & standing orders.

05.23.05 Clerks Report To receive update and report on actions from previous meeting

No	Action	Owner	Update
Sept22.01	AC to visit home owners regarding the dumping of rubbish on the footpath behind the village hall.	AC	A letter will be sent to home owners asking them to clear the rubbish. AS to obtain addresses. CF to draft letter. AC to provide quote for clearing the rubbish. AS has a list of people to write to and has drafted a letter to home owners. A quote is awaited from AC. May 23 – on-going
Jan23.03	Dog bin - AC to install bin. CF to inform CDC for emptying purposes	AC CF	On-going
Mar23.01	Aston View traffic – NG to contact PCSO Louise Beaumont for advice	NG	
Mar23.02	Traffic measures - AS to share draft Traffic Measures plan	AS	Pending
Mar23.03	Traffic sub committee - AS to send WhatsApp message asking for volunteers	AS	Outstanding
Mar23.04	MCNP Review - Bryony offered to collate photos which had been shared on WhatApp and request contributions	Bryony	On-going
Mar23.05	Somerton Treasure – CF to respond to Oxfordshire	CF	Completed. The

	Museum		museum will provide update as to location of locket on display. Action closed
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05.23.06**Highways**

Traffic measures – a sub committee is to be set up to form a plan with Dave Catling for traffic calming.

Grasscutting - AS and NC had created a map which will be sent to all councillors so an informed decision can be made regarding the number and width of cuts. It was agreed that AC will cut the grass to a metre width where there may be a safety issue and a policy will be written for future years. **DC and KB to carry out research to write a policy.**

The mirror on Water Street is owned by Jeremy Brown but is dirty/discooured and not of much use. **TC to try cleaning the mirror** and if unsuccessful the PC will purchase a new one.

SID - TC will download data from the SID bi-monthly and report results to PC meetings.

05.23.07

Parish liaison meeting 14th June – suggested agenda item ‘Role of our County Councillor and what parish councils can expect of them’ and updates on Warehousing applications at Baynards Green. **CF to respond to CDC. AS and KB to attend the meeting.**

05.23.08**Coronation celebrations update**

A musical event is planned at the Playground on 17th June as a fundraiser. CDC grant funding will be applied for by DC

05.23.09**Playground update**

Funding is still being applied for from the National Lottery and Virador. Approximately £1200 has been raised by the gig and silent auction and will be paid into the PC bank account when finalised.

05.23.10**Sara update**

The project had been stalled due to the finding of heavy metal on the site. Testing has now proved that the level of arsenic is not of concern and the project can now proceed. The legal fees for the vendor now have to be paid in order for the process to proceed. Christopher Alexander is the PC’s Solicitor working for Tanners and is on leave this week but on his return on 22nd May AS will ask him for paperwork in order that the funds of £1824 can be paid over.

The PWLB loan will be available within 5 days of requesting.

05.23.11**Planning****Applications**

23/00916/DISC	Heyford Park, Camp Road	Discharge of conditions of 18/00825/HYBRID NO OBJECTION
23/01042/F	Troy Farm	Conversion of outbuildings NO OBJECTION
23/0556/f	1 The Paddocks, Heyford Road	Single storey side extension NO OBJECTION
23/01186/F	Jersey Manor Farm	Cattle Store NO OBJECTION

Decisions

23/00433/LB	1 Church Street	APPROVED
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05.23.12

Finance – The following accounts were approved for payment :

Payee	Details	Amount	VAT	Note
Village Farm	grasscutting	804.00		134.00
FoHS	grant	191.00		
PCC	grant	1000.00		
Valley News	grant	142.00		
RBL	grant	100.00		
CDC	dog bins	63.49		10.48
Cathy Fleet	clk Sal Apr	161.75		S/O
Alison Smith	reimbursement			
	For web domain fee	104.71		17.45
HMRC	PAYE	126.00		
Cathy Fleet	Clk Sal May shortfall	90.40		

RECEIPTS

CDC	precept	8346.50
OCC	grass cutting grant	283.62

The year end accounts were approved and signed
The Annual Governance and Accounting Statements were approved and signed.

Banking arrangements - It was agreed that all councillors will be set up on Unity Bank with the ability to authorize payments. The Clerk will continue to be the administrator for the account

Meeting dates for 2023
25th July, 26th September, 28th November

Other matters

Drainage to be standing agenda item

ACTION LIST SUMMARY

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Jan23.03	Dog bin - AC to install bin. CF to inform CDC for emptying purposes	AC CF	On-going
Mar23.01	Aston View traffic – NG to contact PCSO Louise Beaumont for advice	NG	May update – AS to contact Head of Planning at CDC to discuss.
Mar23.02	Traffic measures - AS to share draft Traffic Measures plan	AS	Pending
Mar23.03	Traffic sub committee - AS to send WhatsApp message asking for volunteers	AS	Outstanding
Mar23.04	MCNP Review - Bryony offered to collate photos which had been shared on WhatApp and request contributions	Bryony	On-going

May23.01	DC and KB to carry out research to write a policy.	DC/KB	
May23.02	Mirror on Water Street - TC to attempt cleaning the mirror.	TC	
May23.01	Parish liaison meeting - CF to respond to CDC. AS and KB to attend the meeting.	CF	

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