



**Minutes of the meeting of the Somerton Parish Council Meeting held on
28th November 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

Catriona Renk was attending the meeting to discuss the grant application submitted by the Village Hall Committee

Cllr Arash Fatemian joined the meeting having submitted his report which had been circulated to all councillors.

In attendance: Cathy Fleet (Clerk)

11.23.01 ApologiesNo Apologies had been received from councillors. Apologies received from Ruth Power and Neil Good

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

11.23.03 Minutes of the last meeting

The minutes of the meeting held on 26th September 2023 were checked for accuracy and content and approved as a true record of the meeting and signed by the Chair.

11.23.04 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.

11.23.05 Clerks Report and update on Actions

Sept22.01	AC to visit home owners regarding the dumping of rubbish on the footpath behind the village hall.	TC	On-going £500 quote for clearing rubbish (AC) TC to obtain further quotes and clarify AC quote and report back. Nov update: Wait until Spring. AS to share info with TC re ROW Officer + ROW info
July23.03	Website - BAD/AS/CF/TC to refresh website – meeting to be arranged.	BAD/AS/CF/TC TC	On-going A meeting to be arranged with Nick Thomas Grid24 to discuss updating the website and training.

July23.04	Stile between Water Street/Church Street footpath- BAD to speak to landowner and see if the stile could be changed to a kissing gate.	BAD	Landowner will consider fitting a gate. 25% of cost is available from OCC, PC have agreed to contribute 25%. Agreed in principle to move forward, Ruth Power to find out costs, installation and OCC contribution. AS will present info to landowner for further discussion Nov23 update:: RP provided quotes x 2 £300 inc VAT. Agreed in principle if the landowner will pay for installation. (OCC may pay 25% of the costs) AS to share OCC info on this
July23.015	SARA - AS will share the TP1 form for approval by councillors.	AS	Form is not yet finalised, awaiting for landowners solicitor to produce final version, Nov23 update Advice being sought from CFO re new access.
Sept23.01	Transport grants - To be put in newsletter and AS will register interest	AS	completed
Sept23.02	Drainage & flooding - AS to email Nick Watson introducing NC and in future NC to lead on this item.	AS NC	Completed & On-going Nov23 update: OCC are re-structuring – awaiting details . NC to continue to chase for action.
Sept23.03	MCNP – AS to arrange Community Engagement meeting for revised plan.	AS	On-going Nov23 update:Postponed until January
Sept23.04	Playground - AS and B-AD to compose a letter to local groups asking for help with funding	AS/BA-D	Nov update: No longer required as Lottery funding received
	Bus shelter		AC providing quote for shelter
	Google Maps		DC AS Ongoing

11.23.06 Budget/precept

The proposed budget and precept demand was discussed at length and a preliminary figure of £17,486 for the precept demand agreed in principle subject to clarification of figures (4.6% increase). £5000 is now ringfenced for traffic

calming, £3500 for the Allotments project, £10,000 for loan repayments contingency and £10,940 for the playground project.

PC agreed to finalise details by email.

11.23.07 Highways

The matter of the purchase of an additional SID for Water Street. Agreed in principle to purchase one ourselves from the reserved funds, but need to choose which device requires some further discussion. Info received from Dave C and Traffic Group to meet and access options. AS and DC will set up Traffic group meeting in early 2024.

Feedback on survey re grass verges . Survey carried out in July - of the responses received 81% supported a wilding area 77% supported more than one wilding area. 50% would volunteer to help maintain the area. 13 people commented - 11 supportive, 2 raising concerns about safety when maintaining the site safety for traffic, flowers that might spread might not be beneficial to animals. Want lots of variety. KB/DC will stick to their plan of giving people the opportunity to decide where the wilding area should be and report back.

TC circulated the monthly SID figures, which were not discussed due to time constraints. **AS requested, SID data be shared by email.**

From September Minutes: Volunteer Group for Sign cleaning

TC to gather a Somerton WORKS GANG of volunteers.

To be updated by email (precepted for equipment 24/25) TC to advise

FixmyStreet Super User TC

Update to PC

Discussions with Cllr Arash Fatemian regarding current issues:

- Insurance for works gang being formed by TC – Cllr Fatemian will find out if workers would be covered by OCC Insurance
- Slow response from OCC regarding S106 payments, Cllr Fatemian to discuss with Jackie Cox (only one person for whole of county, slow pricing from Contractors; Milestone, via Dave Catling -OCC)
- Traffic calming through the village, Cllr Fatemian referred to the restructure of OCC Highways Department and suggested that we continue to work with Dave Catling on design schemes for traffic calming.
- Drainage issues,
- Soho Farmhouse traffic - Cllr Fatemian said that Soho Farmhouse is too far away from Somerton and that no funding would be available. It would be more helpful to focus on increased traffic resulting from local housing developments.
- Google maps send Heyford Park traffic through Somerton. Cllr Eddie Reeves recently helped highlight this issue with Yvonne Rees (CEO of CDC) No satisfactory solution reached, response from OCC highways officer.
- OCC have advised no cameras available to monitor HGV traffic over weight limited Grade II Listed bridge.

- The resurfacing of Heyford Road was discussed. No date for improvement work has been identified.

Cllr Fatemian advised that the PC should draw up a list of schemes for the village to access the S106 funds. He also suggested that a grant from the Councillor Priority Fund could be requested for smaller projects which benefit the community.

11.23.08 **Meetings**

Meetings and training courses had been attended and slides/reports circulated.
OCC Town and Parish Council Charter - see below
Chairs Meeting – see below
Cherwell Parish Liaison Meeting - 8 November – see below

11.23.09 **MCNP**

Not discussed due to time constraints, only to say a further meeting will be held on 13 December 2023 and it is hoped the consultation meeting will be scheduled for January 2024

11.23.10 **SARA**

Update from AS: The New access required by the Vendor is causing some delay with the purchase process. The vendor wants assurances it will happen immediately following purchase of the land. The planning department at CDC has responded; it was detailed on the LDC but only on the “Plan” and not listed on the application form. GM wants a pre application before she will discuss the matter with AS. However, under current legislation as an agricultural site onto an uncategory road, it should come under Permitted Development. AS suggested it would be preferred if the vendor put the access in place himself, which would solve their issue. (RT was going to speak with him)
AS to get clarification from either CFO/other legal planning professional or direct from CDC planning for their interpretation of the PD legislation.

It was suggested that an Impact assessment should be performed before moving the access. To consider the safety of other users in the vicinity e.g. school Bus Stop, bottle bank users, car parking & Aston View traffic

DC to email Eddie Reeves regarding moving the bottle banks and will ask if kerbside collections are going to be made.

KB is opposed to making an immediate decision due to the potential impact on residents of Aston View and will contact Neill Brodey (SARA) for feedback and impact assessment. (Perhaps SARA could undertake the impact assessment.)
Andy Corner is looking into a quote for a new bus stop to locate off the highway.

11.23.11 **Review of Standing Orders**

Deferred to the next meeting, - PC to review and make recommendations by email for approval at Jan meeting.

11.23.12 **Review of Risk Assessment**

Deferred to the next meeting, - PC to review and make recommendations by email for approval at Jan meeting.

11.23.13**Planning**

The PC had submitted comments on the Local Plan which can be viewed on somertonvillage.org

11.23.14**Finance**– The following accounts were approved for payment :

Payee	Details	Amount	VAT	Note
Cathy Fleet	Clk Sal Oct	206.75		Paid S/O
Moore	Audit	252.00	42.00	
RBL	Poppy Wreath	30.00		
TP Jones	payroll	60.40	10.06	
Grid24	Website	207.60	34.60	
Andrew Hunter	Playground works	4245.60	707.60	
Alison Smith	printing reimbursement	26.38	4.40	
Cathy Fleet	Clk sal Nov	206.95		Paid S/O
Cathy Fleet	backpay	103.88		
Scott Gardner	playground	900.00		

The Clerk's pay increase in line with NALC guidelines was AGREED
Reimbursement of babysitting costs for councilor attendance at meetings was AGREED

Items not discussed in the Meeting - Due to time constraints, it was agreed that all items on the agenda that were not covered in the meeting be reported by Email to all the PC - for comments and discussion and to be ratified at the next meeting.

Reports needed on:

Sept23.04 – **Playground:** update BAD - Money spent, balance, work to be done etc.

Sept23.11 - **Super Users for Fix My Street**–update -TC what involved, how can the PC support? Communication etc.

SID figures - TC circulated paper copies from SID, Request to receive them by email before the meetings.

Somerton Works Gang of volunteers. update from TC
Equipment/supplies needed, update on Insurance /Risk Assessment etc. (precepted for equipment 24/25)

Meetings

Meetings and training courses had been attended and slides/reports circulated.

OCC Town and Parish Council Charter - DC (AS, though could not access)

OCC Charter Feedback form DS shared with Cllrs, any further comments?

Chairs Meetings – AS

Cherwell Parish Liaison Meeting - 8 November – DC

11.23.15**Date of next meetings**

Agreed dates for 2024 – last Wednesday of alternate months

31st January

27th March

29th May (this is bank holiday week so date may change) 5 June TBC

31st July

25th September

27th November

APM and AMPC TBC

ACTION LIST SUMMARY

Sept22.01	Foot path 349/4/10 Back Passage- AC to visit homeowners regarding the dumping of rubbish on the footpath behind the village hall.	TC	Nov23 update: Wait until Spring. TC gathering Quotes. AS to share OCC info to TC (ROW officer and Footpath info)
July23.03	Website - BAD/AS/CF/TC to refresh website – meeting to be arranged.	BAD/AS/CF/TC TC	On-going TC to update website calendar and to arrange meeting with Nick and others on training.
July23.04	Footpath Stile 349/3/10 Stile between Water Street/Church Street - BAD to speak to landowner and see if the stile could be changed to a kissing gate or simple gate	BAD	Nov23 update: RP provided quotes x 2 £300 inc VAT. PC Agreed in principle to purchase if the landowner will pay for installation. (OCC may pay 25% of the costs) AS to share OCC info on this
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Sept23.03	MCNP – AS to arrange Community Engagement meeting for revised plan.	AS	Nov23update: Postponed until January MCNP Forum meeting 13 Dec