



**Minutes of the meeting of the Somerton Parish Council Meeting held on
31st January 2024**

Present : Neil Clare (NC)[Vice Chair], Tony Callow (TC), Kay Bishop (KB), Deb Critchley (DC)

Members of the public : 3 members of the public were present.

In attendance: Cathy Fleet (Clerk)

01.24.01 Apologies

Apologies had been received from Cllr Alison Smith and Cllr Bryony Afferson-Day and Cllr Eddie Reeves.

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

01.24.03 To receive the minutes of the last meeting

The minutes of the meeting held on 28th November 2023 were checked for accuracy and content, agreed as a true record of the meeting and signed by the Vice Chair

01.24.04 Public Participation

Alice Bowmaker was attending in relation to the planning application for Dormer Lodge.

Rosemary Arnold was attending for general interest.

Ruth Power was attending for general interest.

01.24.05 Clerks Report

Sept22.01	Footpath 349/4/10 Back Lane- 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) Jan24 – leaving until spring and better conditions before clearing rubbish.
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. On-going – Zoom meeting to be set up by TC to discuss
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
July23.015	SARA –AS will share the TP1 form for approval by councillors.	AS/KB/DC	Nov23 update: Advice being sought from CFO re new access.
Sept23.02	Drainage & flooding –AS to email Nick Watson introducing NC and in future NC to lead on this item.	AS NC	Nov23 update: OCC are re-structuring – awaiting details . NC to continue to chase for action. Jan 24: Water Lane flooding reported on FMS.
Sept23.03	MCNP – AS to arrange Community Engagement meeting for revised plan.	AS	Nov23update: Postponed until January MCNP Forum meeting 13 Dec Completed , Meeting 7 Feb
	Bus Shelter		AC providing quote for shelter
	Google Maps		AS DC ongoing
	Insurance renewal need to research better price	?	DC to research quotes.
	PC approved to purchase a SID. info from Dave C to be reviewed and SID chosen	AS DC Traffic group	On going. AS to update

01.24.06 County/District Councillor update

There was no update provided by either County or District Councillor
OCC's tree service programmed parish works had been circulated, identifying trees to be maintained. Sycamore Trees on the bank on Ardley Road are large and need attention. Clerk to discuss with OCC
OCC reorganization – It was noted that there has been re-organisation within both CDC and OCC.

01.24.07 Highways

Super User update – TC is trying to find out the name of the trainer without success
SID figures – TC has been unable to download the figures this month.
Works Gang update – TC to update on supplies required, Insurance – no update.
- meeting to be held next week. Considering making planters out of pallets for flowers.

Grass verges - survey result show people are in favour of wilding areas. DC/KB have walked the village to identify sites and conduct a risk assessment. Heyford Road is the preferred location. Advice is being sought as to the correct plants. Grant funding is being investigated.

Litter Pick - TC to obtain prices for purchasing Hi-Viz, pickers, gloves & bags. Clerk to ask CDC if litterpick can be done ahead of their proposed time and equipment provided.

HGV traffic over canal, listed Bridge. Email from Nick Watson said traffic team will follow up. No response to further emails.

01.24.08 Playground

Playquest has commenced installation and will be completed tomorrow

A recycled plastic bench has been donated from someone in the village, it's in great condition and won't deteriorate so B-AD has accepted it. Currently waiting for a quote from Andy Hunter who can safely install this.

01.24.09 **Review of Risk Assessment –** VH Blinds on the risks Assessment to be removed and handed over to Village Hall.
BA-D to advise on playground risk. CF to send to B-AD

01.24.10 **Review of Standing Orders -** All to review on G-drive and make amendments Clerk to collate any comments

01.24.11 **Planning** The following planning documents had been received and were discussed:

<u>24/00021/F</u>	Dorma Lodge Ardley Road Somerton Bicester OX25 6LP	Two storey extension to the existing house	Under Consultation
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NC to draft response from PC objecting to the visual impact the proposal would make, especially as the site is within the conservation area.

<u>24/00132/TCA</u>	The Old Post Office Somerton Road North Aston Oxfordshire OX25 6HX	T1 x Hawthorn - removal. T2 x Cherry - crown reduction up to 1.5 metres. NO OBJECTION	Case Officer Assigned
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<u>24/00083/TCA</u>	The Old School House Water Street Somerton Oxfordshire OX25 6NE	T1 x Walnut - The tree is located on the main drive and continues to encroach on adjacent property and out buildings. Reduce & reshape overall crown by a maximum of 2 metre to bring branches away from OHS and property and ensure a symmetrical form. NO OBJECTION	Case Officer assigned
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[DECISIONS](#)
[23/03088/TCA](#)

Millstone, Heyford Road Treework

NoI

01.24.12 **MCNP**
Somerton Engagement meeting on the Neighbourhood Plan will be held on 7 Feb in the village hall.

01.24.13 **HPPC Application for Designated Neighbourhood Plan**
A response to the application had been drafted and it was resolved to approve the response and submit to CDC.

01.24.14 **SARA**
No update available except that Neil Brody had submitted an Impact Assessment. KB will circulate her comments for all to consider.

01.24.15 Finance - The following accounts were approved for payment:

Payee	Details	Amount	VAT	Note
TP Jones	payroll	60.40	10.06	
Village Hall	hall hire	94.00		
HMRC	PAYE Q3	165.00		
Cathy Fleet	clk sal Dec	219.76		s/o
Cathy Fleet	clk sal Jan	219.96		s/o

The precept demand to CDC for 2024/25 was confirmed as £17246.00 as agreed by email by all councillors.

Date of next meetings

Agreed dates for 2024 – last Wednesday of alternate months

27th March

29th May Date of APM tbc

31st July

25th September

27th November

APM and AMPC TBC

Other matters to advise of items for next meeting or for information only

Signed Chair of PC

Date

ACTION LIST SUMMARY

Sept22.01	Foot path 349/4/10 Back Lane - AC to visit homeowners regarding the dumping of rubbish on the footpath behind the village hall.	TC	Jan24 – leaving until spring and better conditions before clearing rubbish.
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Jan24.01	SID - TC to circulate figures when available	TC	
Jan24.02	Works gang - TC to update on outcome of meeting	TC	
Jan24.03	OCC Tree maintenance programme - Clerk to spak with OCC re large Sycamore trees on ARdley Road	CF	
Jan24.04	Litterpick - Clerk to ask CDC if litterpick can be done ahead of their proposed time and equipment provided	CF	
Jan24.05	Risk Assessment - BA-D to advise on playground risk. CF to send to B-AD	CF/B-AD	
Jan24.06	Standing Orders - All to review on G-drive and make amendments Clerk to collate any comments	All	
Jan24.07	Planning – Dormer Lodge - NC to draft objection from PC	NC	
Jan24.08	HPPC Application for Designated Neighbourhood Plan – Dc to liaise with AS and submit PC's letter	DC/AS	

