

## **Minutes of the Meeting held by Kingham Parish Council - held on Wednesday 15<sup>th</sup> July, 2015, 7.30pm**

**Present :** Cllrs K. Hartley, J. Harvey, J.Warne, R.Sale and M.Dare

Clerk: N.Marina

Two Members of the public

It is with sadness and regret, the passing of Gwyneth Dunbar was acknowledged.

Condolences were given for her family and friends.

**1. Apologies** – received from B.Hughes, M.Drinkwater and J.Dewar.

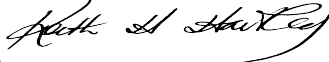
**2. Minutes** – The Minutes from the last meeting were signed and approved.

### **3. Matters Arising –**

**3.1 Neighbourhood Plan** – The first meeting of the Neighbourhood Plan Committee took place on 9<sup>th</sup> July in the Village Hall. There were 4 local residents and 3 members of the Parish Council present. One other local resident had expressed an interest in joining the Committee but was unable to make the morning meeting held on the 9<sup>th</sup> July. It was decided that the next Meeting should be held in the evening at 7.30pm in the Village Hall and the date of 28<sup>th</sup> July was suggested. A Secretary or Chairman, for the Committee had still not been chosen – this would hopefully be done at the next Meeting. It was decided that the current members should try and seek the help of at least one person each, to add more members of Volunteers to the Committee. The Parish Council was asked if a small budget could be accessed to help with the costs of photocopying and printing etc. The Parish Council agreed. At the Meeting on the 9<sup>th</sup> July there was a small discussion about the difference between a Neighbourhood Plan and a Community Plan. The community plan was seen as more of a wish list by members of the community while the Neighbourhood Plan was created with involvement from West Oxfordshire District Council and could be incorporated into the WODC development plan for the area. It was pointed out that within the Neighbourhood Plan, development had to be integrated – the plan would not be successful if the community was against all forms of development. Cllr Harvey was asked if she could contact Mrs A Harvey – Community Planning Officer for West Oxfordshire and Cotswold District Councils, to see if she would consider coming to the next Neighbourhood Plan Meeting here in Kingham, to advise on, what is needed for a successful Neighbourhood Plan. The first step in creating a Neighbourhood Plan would be to circulate a survey for all households to complete in order to see what residents want from their Village. The survey would ask Villagers questions, for example, about development, leisure facilities, schooling, clubs and many other aspects of Village life. If you are interested in becoming part of the team, please contact the Clerk – [kinghamparishcouncil@gmail.com](mailto:kinghamparishcouncil@gmail.com)

**3.2 Railway Bridge Fence** – Had been repaired by OCC Highways Bridges team. It was noted that the repair was just to the wooden posts and that pig wire should be added to the lower half or at least to 3ft, to stop anyone from falling down the embankment to the old railway line. The Clerk will again contact the Bridges team.

**3.3 Keep Clear Markings** – New Road. The Highways and Transport team had been contacted to quote for the Keep Clear Markings to both corners of New Road, near the Football field.

**Signed** 

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The Team had confirmed the request but was unable to give a time frame as to when this would be completed.

**3.4 Railway Bridge Footpath cut back** – The Clerk had asked Churchill/Sarsden Parish Council to include the bridge in their cut back route as this falls within the Churchill area. At the time of the PC Meeting the cutters had been through that afternoon. There was some discussion brought up by a local resident about over hanging and tall grass on the Trigmoor Turn and the B4450 Road, making it hard to see around the bends. The Resident had said they had rung OCC highways and left messages but had not had a reply. The Clerk would write to OCC Highways.

Further to above, the Clerk inspected the above areas on the Friday after the PC Meeting and it seemed that the Trigmoor Turn had now been cut as well as along the B4450 road. The grass around the OCC Highways sign giving directions into Kingham had also been trimmed and the sign was now visible.

**3.5 Kingham Village, Website** - the Clerk had been to see the person behind the Churchill Website. He had been very helpful and Thanks were given. He was able to advise the web hosting site and showed the Clerk how the site was updated. It seemed easy to use. The Churchill website is very informative and has 18 pages. The Kingham Website did not need to have as many to start with, but could be added to at any time. A page could be added for the Archive Room, soon to be available at the Village Hall. Village Hall Bookings and/or clubs available at the Hall and a Parish Council page where the Minutes for Meetings could be found. The Clerk would look into starting the page.

#### **4. Councillors Forum -**

**4.1** – It was mentioned that the OCC Brown sign on the A436 road that gave directions to Daylesford was placed causing visibility problems when trying to turn out of the road from Daylesford. The Clerk would write to OCC Highways.

**4.2** Cllr Hughes asked if the PC could get a quote for the Grave Yard Mowing, the Clerk will ask WODC Grass Cutting for this.

**4.3** Cllr Dare made mention to the parking on Football Game days around New Road. He asked if the chain could be taken down fulltime to allow parking on the field. It was mentioned that the chain was there to keep people off the field on non-game days (as people had gone on the field with cars and camped in the past). It was mentioned that a request to OCC Highways had been put forward for 'Keep Clear' road markings, and was now on their list of quotes from their contractors. (See above) It was again mentioned that cones were not favoured by Police.

**4.4** Cllr Harvey gave a report of the Bus Consultation that was held in Didcot. The Kingham Bus X8 was on the High Risk list to be discontinued. It was discussed that the bus originally had a subsidy from the Great Western as the bus was provided for the convenience of the Railways – the bus runs to meet the Railways timetable. Cllr Harvey had made mention of this at the consultation, which no one seemed to be aware of. It was suggested that the PC write and advise this point. It had been said at the consultation that the necessity of the bus was not to do with who pays on the bus but more to do with how many people use it.

Signed 

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**4.5** Ralph Mann Archive room – there had been a stall explaining the room and what was available at the Kingham Fete – it had been received well. The room will be a great asset to the Village.

**4.6** Cllr Dewar raised the issue of the Trees on the Green and the suckers now over growing on the lower part of the tree. The Clerk to ask the Grass cutters to trim these.

**5. Planning -**

**5.1** 1 Slade Farm Cottages, Kingham, – no objections.

**5.2** Weavers Cottage, West End, Kingham, – no objections.

**5.3** Brock Cottage, Church Street, Kingham, – parking concerns were raised.

**5.4** Kingham House, Church Street, Kingham, – parking concerns were raised.

**5.5** Mobile Home – no further update from the WODC Enforcement Officer.

**5.6** Cllr Dare showed some proposed plans for the development plot of land next to Kingham Station. The development would be for 10 houses - 2 X 4 bedroom houses, 4 X 2 bedroom houses and 4 X 3 bedroom Houses. The proposal was supported in principle, but there was a question raised in regards to parking. The developer would need to make sure that the parking requirements, set by Planning, would be met.


**6. Public Forum** – The only issues raised were mentioned above – Grass cutting along B4450, Trigmoor turn and the Daylesford sign on A436.

**7. Health and Safety** – The Playground inspections are ongoing. The Clerk had arranged for photos of the Whirlygig, on The Green Play area, that was to be covered with jungle mulch to go to the contractor. Cllr Sale advised that he would look at the area again. He might know of an alternative product that could be cheaper. The Jungle Mulch product installation was put in hold for the moment.

**8. Finance –**

15.07.15	100384	July	Emily Lampson	100 Club - 1st prize		50.00
15.07.15	100385	July	Pauline Thornton	100 Club - 2nd prize		20.00
15.07.15	100386	July	Bennet Jones	100 Club - 3rd prize		10.00
15.07.15	100387	July	Nicole Marina	expenses		18.51
15.07.15	100388	July	Nicole Marina	wages		413.29
15.07.15	100389	July	Keith Harding	Hedge cutting and trimming Village Car Park		65.00
15.07.15	100390	July	West Oxfordshire District Council	Grass Cutting Maintenance		720.07

**9. Correspondence** – had been received from the English Rural Housing Association, Clerks and Councils Direct pamphlet, Sovereign brochure with playground equipment. The Sovereign group had also been in contact to offer a free with no obligation quote, for some surfacing under the playground equipment in the New Road Playground. The Clerk will meet their representative in September.


Signed   
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It was noted that there had been some correspondence from one member of the Village who had taken to using relaxed and sometimes rude, writing methods to seek answers to various questions - sometimes in regards to the notes of the Minutes published in the Newsletter and at other times more personal accusations. This was now occurring more than once a month. As much as the PC is always open to feedback and communication, it was mentioned that the communication should remain formal and courteous. Various Parish Councils have adopted a 'Habitual or Vexatious Complaints Policy'. Some examples of this policy for other Parish's had been circulated. The PC, at this stage, did not want to implement such a policy, but urged local residents to please communicate to the PC as you would want to be communicated to yourself – in a polite manner.

**10. AOB** – No other business.

**Meeting closed at 9.15pm**

Signed   
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