

## Minutes of the Meeting held of Kingham Parish Council

- held on Wednesday 17<sup>th</sup> June, 2015, 7.30pm

Present : Cllrs K. Hartley, B.Hughes, J. Harvey, J. Dewar, M.Drinkwater and R.Sale,

Clerk: N.Marina

Three Members of the public

**1. Apologies** – received from J.Warne and M.Dare, also given from County Councillor Hibbert-Biles

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

**3. Matters Arising** –

**3.1 Neighbourhood Plan** – The information received from Mrs Astrid Harvey - Community Planning Officer for West Oxfordshire & Cotswold District Councils had been circulated to the Councillors and the three volunteers for the Neighbourhood Plan Committee. The first meeting date was agreed for 9<sup>th</sup> July at 10.30am in the Village Hall. The first stages of creating a Neighbourhood Plan would be to have a community consultation which may involve a survey, of local residents/businesses to understand the issues which are important to them. **The Neighbourhood Plan team is open to any resident** who would like to participate. This is the time to participate and volunteer, to help make your village the place you want it to be. It was mentioned that for one of the examples given earlier of other villages that had completed a Neighbourhood Plan, they had a team of over 20 people participate. If you are interested in becoming part of the team, please contact the Clerk – [kinghamparishcouncil@gmail.com](mailto:kinghamparishcouncil@gmail.com)

**3.2 Village Projects** – Footpath to British Legion, has now been completed. The stone wall had gone down further than what was expected which was helpful. All the specifications for the path conform to OCC Highways Regulations.

**3.3 Old Railway Bridge Fence** – The Clerk had written to OCC Highways about the fence that needed repair, on the station side of the railway bridge, past The Mill House Hotel. OCC Highways had forwarded the job request to the 'Bridges' department for OCC Highways. The Clerk had emailed the Bridges department who later advised that, that part of the fence was maintained by the 'Historical Railways Estate.' The Clerk wrote to this department to be told once again that the maintenance fell within the OCC Highways - Bridges Department, range. The Clerk had pointed out to both departments that this seemed to be a circular argument. OCC Highways – Bridges team, later advised that they would make sure the repair was done no matter which department it was delegated to.

**3.4 Notice Board for Bus stop on Playing Field** – is now installed.

**4. Councillors Forum** -

**4.1** – Cllr Sale mentioned the continual problem of parking in the West End area. It was acknowledged that there was not much that could be done.

**4.2** Cllr Hughes advised that the trees are now over hanging the foot path leading up to the old railway bridge as well as on the other side, and needed to be cut back. The Clerk was asked to write to Churchill Parish Council as this is within their area for maintenance.

Signed 

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Last year OCC Highways, through Cllr Hibbert-Biles, had cut back the area on the footpath and hedge. It was advised then, that this year, there would be no funding for this. Some residents last year had also lent a hand and cut back the hedge through the summer.

**4.3** Cllr Hughes also made mention to the parking on New Road, particularly on game days. People continually park around the curb with sometimes making the area/street impassable. The Clerk was asked to enquire about 'Keep Clear' markings for both corners of New Road.

**4.4** Cllr Harvey advised that the Big Feastival had organised a Meeting for any local Kingham residents that may have questions or concerns. The Meeting will be held at The British Legion Club on Tuesday 21<sup>st</sup> July from 6.30pm until 8pm. All are welcome.

**4.5** The Kingham Website was again brought up for discussion. The costs mentioned last meeting had been circulated to the Councillors and seemed acceptable. A second quote was sort, this was much more expensive. It was mentioned that before starting with a website, the PC should think about what they wanted to display on the website, how many pages it should have and the overall style. It will be discussed again at the next meeting.

**4.6** The Newsletter – a letter from a resident had been published in the June Newsletter. It was discussed that this letter was seen as very personal and the PC should have been able to view the letter before going to print, to at least have a chance to reply – as was done in the May Issue of the Newsletter. It was also stated, that the letter itself, could have been edited to be less personal, before going to print, had the editor chosen to do so. It was pointed out that most of the issues raised in the resident letter had been addressed by the response from the PC in the May Newsletter and that most of the points raised in the June resident letter were incorrect.

**4.7** Further to the above issue – it was mentioned by a resident present at the Meeting, that the general feeling of the Village was that there were two areas within the village, an 'us and them' type feeling. It was pointed out that this was **not** correct from the PC point of view. The PC had tried to install Councillor's for the Parish Council, from **all** areas of the village. When the last two Cllr positions were vacated, many people from all over the village had been approached, with no one stepping forward. It was quite a few months before new Cllr's could be found. All residents of the Village are welcome at any PC Meeting and are welcome to become a Cllr when a position becomes available.

## **5. Planning -**

**5.1** Caravan Park Application – The hearing was held on 1<sup>st</sup> June 2015 with the Planning Committee from WODC. The application was not successful. One of the main reasons for not being approved was due to the proposed site being within the Cotswold Area of Outstanding Natural Beauty. The Cotswold Conservation Board had also written a letter that was not in favour of the proposal. The PC had taken contributions from residents who wanted to support the Landscape Appraisal that had accompanied the PC comment letter about the proposal to WODC.

Signed 

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Contributions consisted of £775 whilst the PC contribution was £759.57. The Total Invoice being £1534.57

**5.2 10 Affordable dwellings, New Road** – The closing date for comments was 28<sup>th</sup> May 2015. 17 comments had been received by WODC. Before the closing date for comments the PC had contacted Thames Water to firstly enquire about the survey results received from the Consultant that had visited the Village and to further ask if Thames Water had comments about this proposed development. It was initially difficult to get through to the relevant person at Thames Water. The PC did eventually receive a response from Thames Water about the proposed development. It stated that the developer would be required to produce a drainage strategy for the site which would need to be approved by Thames Water and the local Authority – this being a ‘Grampian Style’ condition mentioned by Thames Water in their comments to WODC. The full response from Thames Water can be seen on the WODC Website. There was no further response with regard to the Survey done by the Consultant for Thames Water, which was done some months ago.

**5.3 Mobile Home** - the case was due to be in full compliance in April, however there has been no further information from the enforcement officer even though the Clerk had written to enquire. It had previously been advised that there was now only one enforcement officer covering the whole of West Oxfordshire and as such there is some considerable delay in arranging compliance visits.


**6. Public Forum** - No further issues were raised other than the one’s mentioned above.

**7. Health and Safety** – The Playground inspections are ongoing. The Clerk had investigated rubber mulch that could be used under the Whirygig on The Green. The area to be covered would be approx. 1m<sup>2</sup> with a depth of 40mm with an approx. cost of £560, installed. The samples had been received, with various colours to choose from. It was thought that this small area could be a sample area to see how the product holds with constant wear and tear- it is a busy piece of playground equipment. This same product could perhaps be used for a larger area at a later date. It was discussed that the last Rospa playground report had shown this area to be an area of improvement. It was agreed to be installed and the colour Camouflage Blend was chosen.

**8. Finance** - Cheque was signed for Book Tokens – H.Lewis.

17.06.15	100378	June	John Cassie	100 Club - 1st prize		50.00
17.06.15	100379	June	Pauline Thornton	100 Club - 2nd prize		20.00
17.06.15	100380	June	Sheena Evans	100 Club- 3rd prize		10.00
17.06.15	100381	June	Nicole Marina	Expenses		13.54
17.06.15	100382	June	Nicole Marina	Wages		430.50
17.06.15	100383	June	Churchill Surfacing	footpath expenses/British telecom to British Legion		11100.00

**9. Correspondence** – had been received from a resident advising that her hedge had been trimmed in accordance with the RSPB ruling (Birds nesting at this time of year).

Signed   
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A reminder was given from the resident that driving down Cozens Lane and into West Street or vice versa should be done **slowly** - Pedestrians/Children are within the area.

The resident was thanked for cutting her hedge to improve visibility around this corner.

Notice for CPRE (Campaign to Protect Rural England) West Oxfordshire district AGM was received. The Meeting will be held on Saturday 18<sup>th</sup> July 2015 at 2.30pm at Bampton Village Hall – all members are welcome. A notice was received from the recycling partners of Thames Valley Air Ambulance asking if a clothing bank could be positioned in the Village. It was agreed that one could be put at the back of the Village Hall Carpark.

**10. AOB** – No other business.

**Meeting closed at 8.45pm**

Signed   
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