

## **Minutes of the Meeting held by Kingham Parish Council – held on Wednesday 17<sup>th</sup> May 2017, 7.30pm**

**Present :-** Cllrs K. Hartley, J.Harvey, B.Hughes, J.Dewar and M.Dare

Clerk :- N.Marina

Two members of the public

**1. Apologies** – Cllr Sale and Cllr Warne.

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

**3. Matters Arising** –

**3.1** Anna Gillings from Turley and Gillings Planning, has booked the Village Hall for an information evening about the proposed Mill House hotel development. 27<sup>th</sup> June 2017, 2-8pm. All were encouraged to attend and to give comments for the plans.

**3.2** BT Telephone box – defibrillator costs had been investigated. Dick Tracey from South Central Ambulance quoted £861.25 + VAT plus cabinet £449 + VAT, which is a discounted price with an endorsement from him. BT had advised that the telephone box was heritage listed and they were not planning on decommissioning the box however the PC could still adopt the Box. The PC had been given a contract to sign from BT to adopt the telephone box – Cllr Dare had taken the contract and this was still in hand. It was noted that once adoption had taken place, all maintenance of the box would be the obligation of the PC. The contract was yet to be signed.

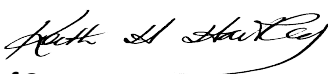
**3.3** Kingham Primary School Outside street light – OCC Highways had still not come forward with a quote for a light to be installed. However, there had been correspondence that advised information was to be forthcoming – Cllr Hibbert-Biles offered to look into the matter further.

**3.4** ‘No dogs allowed Sign’ – the sign had been ordered by Cllr Hughes and it was now ready to be picked up, in hand with Cllr Hughes – the cheque was signed for payment.

**3.5** Extra Village Maintenance – The Clerk had arranged for a new garden waste bin for the PC use, along with the fee for yearly pick up, for the lengthman to use. The lengthman had started with the village car park and the pathway leading up to the school. A suggestion from the lengthman had been for the PC to acquire a hand pushed sweeper machine (approx. cost £150) as OCC no longer regularly comes around with the sweeper van. The PC was open to the idea and asked that the lengthman supply examples of machines and brands – with costs.

**3.6** Footpath repair, Bridge – Station Road – further discussions to OCC highways, the ownership of the footpath still remained unanswered. Once ownership was established the responsibility to fix the path would fall to the owner. It was suggested by Cllr Hibbert-Biles that the Clerk contact Dan Wickes to seek assistance.

**3.7** Adcraft Field – the mowing quote had been received and was discussed. The quote was £68 + VAT if the field was cut at the same time as the football field. (cut and drop). The quote was for a smaller area than the whole field, but this was the same area WODC was asked to mow a few years ago. If the full field was to be cut and all boundaries are to be strimmed the full cost would increase to £122 + VAT. It was agreed that the field did not need to be mowed as regularly as the football field – perhaps only twice a year. It was agreed that the full field should be mowed (£122 + VAT) and that it should be mowed at the end of May and the end of Oct.

Signed   
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**3.8** Zebra Crossing, near Kingham Primary School – a quote had been asked from OCC Highways for a Zebra Crossing. The quote given was £25000 and it was agreed that this was prohibitive. Cllr Hibbert-Biles offered to seek some further information, as to whether OCC could contribute in any way to these funds, as the ‘walking to school’ initiative had been put in place and this would also help to facilitate this.

**3.9** WODC Contract for lawn mowing – Cllr Hartley had already looked over this, Cllr Dare offered to give a 2<sup>nd</sup> opinion. In hand.

**3.10** Village Car Park Signs – it was agreed to seek costs for two Car Park signs for the Village. One directing traffic to the Car Park next to the school and the other to the Car Park next to the British Legion. They should be metal and weather proof – the Clerk to seek costs.

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

**4.1** National Park Status for Cotswolds AONB, Letter – a letter had been received from Tony Merry with regards to a proposal for a change of Status to the Cotswolds AONB, to a National Park. It was noted that a local resident who is the director on the Conservation Board for the Cotswolds AONB could perhaps come and talk to the PC about this matter. He will be asked if he is available to attend the next Meeting.

**4.2** Fund Donation from The Big Festival – for a grant of £1000 has been proposed to the five villages that are directly affected by the event. The PC was not in full agreement to accepting such a donation however it was considered that a good community project, such as the Villager Bus, would be a good beneficiary for such a donation. This would be put forward to the Big Festival organisers and the funds would need to go directly to the Villager bus.

**4.3** Lengthman suggested job – the fence weeding along the Cow paddock on Church Street had been suggested and completed. The back fence to Manor Farm House – that runs along Manor Farm Close, was also suggested. This may be a large job, but it will be put forward to the lengthman.

**4.4** Football Club – had been asked to repair the gutter to the pavilion. They had advised that they were having a work party on the 3<sup>rd</sup> June and that this job would be added to the Maintenance list. The Football club had employed a mole catcher – the PC would contribute half the cost (£40.50).

**4.5** OCC Councillor Hibbert-Biles, update. The County Elections had, had a 44% turnout for this district, which was the 2<sup>nd</sup> highest in the County. Conservatives had won (Cllr Hibbert-Biles) 2<sup>nd</sup> place – Labour with 3<sup>rd</sup> – the Liberal Democrats. Cllr Hibbert-Biles is now the Cabinet Member for Education as well as Public Health. The Conservatives have formed a coalition with two Independents to secure a majority in the Cabinet.

#### **5. Planning –**

**5.1** Mathews Cottage, Church Street – Application nbr 17/01306/HHD, alterations and extension. Comments to be submitted by 11<sup>th</sup> May 2017. No objection.

**5.2** Kingham House, Church Street – Application nbr 17/01137/HHD, 17/01138/LBC, 17/01135/LBC, 17/01134/HHD, Construction of two greenhouses in existing vegetable garden and erection of canopy to side elevation. Comments to be submitted by 24<sup>th</sup> May 2017. No objection.

#### **6. Public Forum – None**

#### **7. Health and Safety**

**7.1** Playground Inspections – monthly playground inspections are ongoing.

**7.2** Cllr Hughes advised that the rubber chips were being scattered around by children. It was suggested that a clear resin be applied which makes the chips into a rubberised solid surface.

Signed



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A quote will be sought for the application of the resin. It was also noted that the plaque post at the playground was rotting – this will be watched. It was suggested that once the time come for this to be replaced, perhaps the plaque could be mounted on the pavilion wall.

## 8. Finance

8.1. Cheques to be signed

8.2. Co-Op banking forms collected, Cllr Dare to deliver to Clerk by hand asap.

8.3. Section 1 and 2 of BDO Audit for the PC Financial return was viewed, approved and signed. The Clerk to post the next day to meet the required date of return to BDO.

8.4 PC Insurance Cheque was signed – continuing with the same insurance company, Zurich.

17.05.17	100577	May	April 1st prize re-draw	R.Hann 100 Club 1st prize April		50.00
17.05.17	100578	May	J.Barker	100 Club 1st prize May		50.00
17.05.17	100579	May	Alan Harding	100 Club 2nd prize May		20.00
17.05.17	100580	May	John Griffiths	100 Club 3rd prize May		10.00
17.05.17	100581	May	Nicole Marina	expenses - including green waste license		45.96
17.05.17	100582	May	Nicole Marina	wages		576.56
17.05.17	100583	May	WODC	grass cutting		261.02
17.05.17	100584	May	WODC	re-charge from last years election costs		99.16
17.05.17	100585	May	Witney Signs	no dogs allowed sign football field		89.62
17.05.17	100586	May	Andrea Courtney	lengthman jobs in Village		80.00
17.05.17	100587	May	Zurich insurance	PC insurance		653.96
17.05.17	100588	May	Broadsword Security	fire detectors in main hall -Village Hall		1425.60
17.05.17	100589	May	Kingham All Blacks	reimburse for half cost mole catcher		40.50

PC Bank Balance as at 31<sup>st</sup> May 2017 = £25,051.48

## 9. Correspondence

9.1. Notice for General Election – had been received for UK Parliamentary General Election – 8<sup>th</sup> June 2017. Voting can be done at Kingham Village Hall.

9.2 Letter from Football Club – requesting to use the Adcraft field for parking on Football Fun Day on the 24<sup>th</sup> June 2017. It was noted that this was the same day as the Kingham Run. Access to the field for parking was agreed. The Clerk will also ask for the Adcraft field to be mowed, before.

9.3 Village Community Noticeboard in Newsletter – a page was approved for the Newsletter advertising for community volunteers to join certain groups within the Village to help with Village Maintenance. A notice was also approved for the vacancy for Councillor within the PC.

10. AOB – no other business.

Meeting Closed at 9.30pm

Signed



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