

Kingham Parish Council

Council members are hereby summoned to attend the Parish Council Meeting on Wednesday 15 November 2017 at Kingham Village Hall. Please inform the Clerk if you are unable to attend.



Anne Ogilvie – Kingham Parish Clerk, 08 November 2017

AGENDA

- 1. Apologies** – to be received
- 2. Minutes** – The minutes from the previous meeting to be approved and signed.
- 3. Declaration of Interests**
- 4. Matters Arising**
 - 4.1** Adopt a kiosk – defibrillator – to discuss options sent to Councillors from SCAS
 - 4.2** Defibrillator – Cllr Dare to contact Football Club re accepting move of existing defibrillator to Pavilion
 - 4.3** Footpath repair, bridge Station Road - New repair request sent –waiting response.
 - 4.4** Mowing quote – road past Mill House footpath, waiting response from WODC
 - 4.5** Hedge cutting quotation – street sides of allotment – order has been placed
 - 4.6** Hedge cutting quotation – car park hedge of allotment & shrub beds – order has been placed
 - 4.7** WODC Contract for lawn mowing – Cllr Dare to circulate draft letter to Council for review
 - 4.8** Signs near school and British Legion– guiding visitors to Village Car Park – Cllr Hughes to provide update regarding the designs
 - 4.9** Website – Cllr Warne to obtain quotations and issue to Council for approval
 - 4.10** Website – transparency funding – Council to approve Transparency Funding application
 - 4.11** Letter to MP suggesting second home owners could have precept raised – Cllr Dewar to liaise and issue draft letter to Council
 - 4.12** WODC to be approached re increasing Kingham Parish to include Kingham Station and surrounding houses – Cllr Dewar to liaise and issue draft letter to Council
 - 4.13** Football Club container – Cllr Dare to obtain written details regarding dimensions, colour, proposed location; Cllr Harvey/Clerk to investigate Council position regarding allowed usage of land, Cllr Harvey/Clerk to investigate actual and potential insurance implications
 - 4.14** New Road development – Cllr Hughes to provide update regarding areas still requiring clearing and repairing
 - 4.15** Access to Village Hall –driveway – Land Registry to be checked for information on land ownership
 - 4.16** WODC Community Funds – Clerk to make application to next round of funding
 - 4.17** Plough parking – response from Kingham Plough
 - 4.18** Mobile telephone mast at telephone exchange – Cllr Dewar to update progress of complaints and requests
 - 4.19** Football Club car park – Cllr Dare to report on condition of car park
 - 4.20** Car parked outside Juniper House - Clerk has written to occupant requesting path be left clear
 - 4.21** GDPR – Clerk to provide update to Council. Council to appoint Data Protection Officer
 - 4.22** Christmas tree for Green – Clerk waiting on response Kingham Hill School
- 5. Councillors Forum**
 - 5.1** Kingham Primary School project – community votes required to obtain funding from Aviva
- 6. New Business**
 - 6.1** Church Street sign near Dix Cottage – has come out of ground. WODC have been contacted
 - 6.2** Small Societies Lottery Registration – renewal due on 01 January 2018
 - 6.3** Mud on road, Church Street – mud on road caused by building contractors has been reported to OCC
- 7. Planning**
 - 7.1** 17/03420/FUL Proposed new office building, extension to unit 1 and change of use from B1 office to HMO for units 1-3 Threshers Yard – update from previous meeting
 - 7.2** 17/033943/S73 Non compliance with condition 2 of planning permission 17/000295/FUL to allow dormer windows and addition of basement – comments to be received by WODC by 27 November

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8. Public Forum

9. Health and Safety

9.1 Playground inspections - ongoing

10. Finance

10.1 Cheques to be signed

10.2 Budget – budget for 2018/19 to be agreed

10.3 Precept – precept level for 2018/19 to be agreed

10.4 Statement of balances for Kingham Fuel Allotment from COIF Charities Deposit Fund

10.5 100 Club update

11. Correspondence

11.1 WODC – open letter written to Charlbury Town Council, response to CTC letter re Publica

11.2 Sovereign – email advising that handover of units in Bury Road, Kingham has been completed

11.3 Zurich Insurance – email advising of new Local Community Advisory Service for councils

11.4 Robert Courts – letter regarding Witney Lion Club’s “Message in a Bottle” scheme

11.5 Paul & Maria Drinkwater – letter following their presentation to the Council in September

11.6 Barclays –letter confirming address change (have not changed contact name)

11.7 Co-operative Bank – letter confirming contact and address change

11.8 Villager Bus – email thank you received

11.9 Andrea Courtney – email regarding gravel for footpath around Village car park

12. AOB

13. **Next Meeting – 17 January 2018 – starting at 7.30pm**