

Kingham Parish Council

Minutes of the Meeting of Kingham Parish Council

Held on Wednesday 22 May 2018, 7.55 pm

20180522

Present: Cllrs K Hartley, J Harvey, J Dewar, R Sale, B Hughes

Absent: Cllrs M Dare, J Warne

Clerk: Anne Ogilvie

Also present: Cllr Colston, Cllr Hibbert-Biles, three members of the public.

- 1 Apologies** – Cllr Dare, Cllr Warne
- 2 Declaration of Interests** – none declared.

Item 4 Reports from County and District Councillors was brought forward to this point

Report from WODC Councillor, Nigel Colston

The Local Elections have taken place, the Conservatives lost three places to Liberal and Labour, but this has not affected the overall balance. A new Chairman of the Council has been elected, Maxine Crossman

Report from OCC Councillor, Hilary Hibbert-Biles

OCC did not have elections. There are no changes to the Cabinet.

The Health and Wellbeing Board has been restructured to have closer links to the NHS. Cllr Hibbert-Biles has visited Kingham Primary School as it wishes to extend its nursery.

A member of the public queried the repair of potholes, the reason why not all holes are repaired at one time and the quality of the repair work. The red or white lines around holes denote their repair priority. Potholes have to be reported, in order for them to be checked and marked up for repair.

Pothole repairs are spread around the district, so every area gains from a new repairs, rather than one area having to wait until the “end”. Councillor Biles acknowledged that the current quality of repair work meant that potholes reappeared too quickly. OCC has been granted an extra £3 million for pothole work, but it has been estimated that £150 million would be required to complete all the work required. Cllr Biles offered to invite Cllr Yvonne Constance, who has responsibility for Highways, to a Council Meeting.

Item 3.5 Football Club car park resurfacing was brought forward to this point.

Mr Rob Hayes represented the Football Club for this discussion. An overview of the situation was given. a) There has been concern regarding the deterioration of the car park, and the number of cars parking on the road. b) Prices have been obtained to regravell the existing, £1200 + VAT, or tarmac it, £3900 +VAT. c) A discussion was held last meeting regarding using a mesh which would allow grass to grow through. d) A price was obtained to extend the car park - £15,600 + VAT to tarmac and existing and extend.

The Football Club believed it may be able to give a donation, but not to the level likely to be required by the Council. Funding options were discussed, including from the Football Foundation, OCC and WODC funding streams, and S106 monies which may be due to the Council.

Action: Football Club to investigate funding options

Action: Council to investigate funding options

Action: Quotation for mesh option to be obtained. Alternative option for tarmac extension to be obtained.

It was agreed to close this item until information is received regarding funding.

3 Matters Arising

- 3.1 Adopt a kiosk – defibrillator** – The Events Committee have purchased a new defibrillator to be put on the Football Pavilion with a grant from the British Heart Foundation, with the condition that the old one at the Wild Rabbit was refurbished and moved to the Plough. The Council has therefore halted its plans to move the old one to the telephone kiosk. The Council indicated that it was prepared to take

Signed

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over the maintenance of the defibrillators once installed. The issue of lighting around the defibrillators was raised. The Events Committee would be contacted regarding these matters.

Action: Clerk to contact Events Committee regarding the Council taking over maintenance of the defibrillators after installation

Action: Clerk to contact Events Committee to raise issue of adequate lighting required around defibrillators.

It was agreed to close this item, and accept update from Clerk when received.

- 3.2 OCC contract for lawn mowing – contract to be returned by Cllr Dare, and signed by Council.
Action: Clerk to request contract from Cllr Dare and progress signing of it.
- 3.3 Signs near school and British Legion – work is ongoing.
- 3.4 Mobile telephone mast – WODC have confirmed that painting the telephone mast will not require planning permission. This information has been forwarded to CTIL. CTIL have requested confirmation of colour requested. It was agreed to request mid-olive.
Action: Clerk to request repainting of mast in mid-olive.
- 3.5 Football Club car park resurfacing – item moved to the beginning of the meeting.
- 3.6 Erosion of grass triangle between Cozens Lane, West Street and West End – work is ongoing.
- 3.7 Damaged noticeboard on Village Green – noticeboard has not been repaired yet. It was agreed to leave the matter with the current contractor, and review at the next meeting.
- 3.8 Replacement of swings on Green – work is ongoing
- 3.9 SSE works on Church Street by Orchard Way, remedial resurfacing required – works were started today, and are due to be completed tomorrow.
- 3.10 Thames Water works on West Street, remedial works required – matter is ongoing.
- 3.11 Review of parish boundary letter sent to WODC. No further update has been received. It was agreed to close this item.
- 3.12 Tarmac works required at Bury Close – The Clerk reported that the final Section 38 is still being negotiated, and that once complete EG Carter will co-ordinate the completion of the final works and inspections.
- 3.13 Weeding required on external walls by football pitch – the Lengthsman has agreed to undertake this work.
- 3.14 Request for speed restriction outside Kingham Primary School – request has been acknowledged by OCC.
- 3.15 Request for installation of speed monitor on Church Street – request has been acknowledged by OCC.
- 3.16 Request for installation of new speed restrictions on Daylesford Road – request has been acknowledged by OCC.
- 3.17 New website – Cllr Warne is co-ordinating the next stage of the development.
- 3.18 New website – Clerk has provided details of the transparency requirements and Council items required.
- 3.19 Piper Homes delivery of roof trusses – Clerk has forwarded Council advice to Piper Homes. It was noted that Piper Home’s contractors are still parking on Church Street, causing visibility issues to motorists. It was agreed that the Clerk would pass these comments to Piper Homes
Action: Clerk to advise Piper Homes that contractors are continuing to park on Church Street, causing visibility issues to motorists.
- 3.20 Privacy Policy – approved and adopted.
- 3.21 General Privacy Notice – approved and adopted.
- 3.22 Internal Privacy Notice – approved and adopted.
- 3.23 Data Storage, Retention and Destruction Policy – approved and adopted.

4 Reports from County and District Councillors

Item moved to beginning of meeting

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5 Councillors Forum

5.1 Cllr Hughes noted that there were two large trees by the graveyard which required branches trimming to allow grass to be mown. It was agreed to trim the branches.

Action: Cllr Sale to lead team to trim branches.

5.2 Cllr Hughes noted that people parking on the pavement of New Road were causing problems for pedestrians. The Newsletter representative agreed to put a note in the Newsletter.

5.3 Cllr Dewar noted that Piper Homes have erected a fence by the Tap Room. It was agreed to check with WODC that they have permission for this.

Action: Clerk to contact WODC to check that Piper Homes have permission to erect the fence

5.4 Cllr Hartley noted that the wall which had been knocked down by Bricks House, Church Street has been set back as requested by the Council when it was replaced. It was agreed to thank the owners for this work. It was agreed to contact OCC regarding the making good the path.

Action: Clerk to thank the owners of Bricks House for replacing the wall in a set back position.

Action: Clerk to contact OCC regarding making good the path.

5.5 Cllr Warne queried the placement of the houses on the Church Street development, whether they were positioned as per the plans. It was agreed to request Cllr Warne checks and reports to Council.

Action: Cllr Warne to check housing position compared to plans and report to Council.

6 New Business

6.1 Bring Your Own Device (BYOD) Policy – the Council decided not to approve and adopt this policy.

6.2 Resignation of Lengthsman – the Lengthsman has resigned. The Council noted their appreciation for the work the Lengthsman has done, and requested to Clerk to thank the Lengthsman. The Council appreciated the Lengthsman agreement to continue the work until a replacement is found. It was agreed to advertise for a replacement. A note will be placed in the Newsletter.

Action: Clerk to thank Lengthsman for their work

Action: Clerk to advertise for new Lengthsman on website and noticeboard.

7 Planning

7.1 18/01222/HHD – Erection of extension to garden room, Gulliver House, Church Street – comments by 25 May 2018.

The Council were concerned that the plans were unclear regarding the potential impact on neighbours. Clerk to forward comments to WODC

Action: Clerk to forward comments to WODC.

7.2 18/01418/FUL – Construction of new vehicular access from public highways together with new farm access road, Land at E 425190 N 225432 Daylesford – comments by 06 June 2018.

The Council have not received the hard copy of the application yet. It was agreed to comment when the plans have arrived, and the Clerk to pass these on to WODC using delegated power.

Action: Council to pass comments to Clerk.

Action: Clerk to pass on comments to WODC.

7.3 Previous applications – updates

18/000605/FUL – Erection of dwelling and associated works: Wiggalls Corner, The Green, Kingham – decision: approved, 10/05/18.

8 Public Forum

8.1 It was noted that the Village Hall clock needed a new battery.

9 Health and Safety

9.1 Playground inspections – ongoing

10 Finance

10.1 Payments were approved and made for the following:

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|---------------------------------|------------|---------|
| Zurich Municipal – PC insurance | chq 100704 | £665.56 |
| CFO – Annual subscription | chq 100705 | £55.00 |

Signed

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| Gina Cassie – May 100 Club winner, 1 st prize | chq 100706 | £50.00 |
| Alan Marshall – May 100 Club winner, 2 nd prize | chq 100707 | £20.00 |
| Alan Harding – May 100 Club winner, 3 rd prize | chq 100708 | £10.00 |
| Council administration | chq 100709 | £41.72 |
| Clerk salary was approved and paid | | |

10.2 Monies received

WODC – precept and grant £10,042.50

10.3 Bank account update

Parish Council bank balance as of 22 May 2018 - £27,734.44

10.4 Budget year ending March 2018 has been circulated to Council.

10.5 Budget update to end April 2018 has been circulated to Council.

10.6 Bank reconciliation and finance update has been circulated to Council.

10.7 Review of proposal to introduce Internal Financial Checker position – this proposal was approved.

11 Correspondence

11.1 Email from resident – suggestion to install “Twenty’s Plenty” signage in Kingham. The Council agreed with this idea. The Clerk had sourced supply and prices for signage. It was agreed to purchase 10No signs.

Action: Clerk to purchase 10No signs.

11.2 Email from OCC – invitation to attend OCC engagement meeting – It was agreed to book 2 places for the meeting on 30 October at Chipping Norton.

Action: Clerk to book two places.

11.3 Email from resident – regarding proposal to purchase new defibrillator. Comments were noted. Clerk to advise that this was no longer a Council project.

Action: Clerk to advise resident that this was no longer a Council project.

11.4 Email from resident – regarding damaged wooden posts on village green. This matter is in hand.

11.5 Email from resident – regarding rubbish in Meadow Way – the rubbish has been removed, but a freezer is still remaining. It was agreed to request WODC remove the freezer.

Action: Clerk to request WODC removes freezer.

11.6 Email from resident – reporting that bags of dog mess have been thrown into their garden.

11.7 Letter received concerned that the playing fields are not been referred to as “A Children’s War Memorial Playing Field”.

12 AOB

None

Meeting Closed at 9.50 pm

Next Meeting to be held on 20 June 2018

Signed

(Chairman)

Date