Kingham Parish Council

Minutes of the Meeting of Kingham Parish Council
Held on Wednesday 16 January 2019, 7.30 pm 20190116 DRAFT

Present: Cllrs K Hartley, J Harvey, R Sale, J Warne, J Dewar, B Hughes
Absent: Cllr M Dare
Clerk: Anne Ogilvie
Also present:), Cllr Colston (WODC), three members of the public.

1 Apologies – Cllr Dare, Cllr Hibbert-Biles
2 Minutes of previous meetings – the minutes of the previous meeting were approved and signed
3 Declaration of Interests – Nil

4 Matters Arising

4.1 Car park tenancy agreement with Kingham Royal British Legion Club – The Club have not signed the tenancy agreement. They have requested that two councillors attend their meeting on 11 February at 6.30 pm to discuss the agreement. It was agreed that two Councillors would attend the meeting, Cllr Warne and one other.
Action: Cllr Warne and one other Councillor to discuss the agreement with the Club on 11 February.

4.2 Trees on West Street – Council is not aware that works have been completed. Cllr Hibbert-Biles to be informed.
Action: Clerk to inform Cllr Hibbert-Biles that the works do not appear to have been completed.

4.3 Construction parking on Church Street – Responses have not been received. It was agreed not to pursue this matter.

4.4 New surface under climbing frame – works have been completed.

4.5 Allotment hedge cutting quotation from WODC – it was resolved to transfer the responsibility for these works to the Kingham Fuel Allotment.

4.6 Blocked drains in Church Street – the list has been submitted to OCC, but the works have not taken place. It was agreed to inform Cllr Hibbert-Biles that the works have not been completed.

4.8 Donation from Kingham Village Events – Kingham Village Events have been thanked.

4.9 Interplanting on Village Green – It was resolved to request advice from Nicholsons Nurseries Ltd regarding the planting positions. It was resolved to purchase two each of sweet chestnut, oak, hornbeam and beech, and to enquire regarding the price for a Norwegian Spruce to be planted near the electric point. The aim is to complete the planting before the end of March.
Action: Clerk to contact Nicholsons Nurseries Ltd regarding planting positions, organise purchase and planting of selected saplings, and enquire about price of a Norwegian Spruce.

5 Reports from County and District Councillors

Report from Distict Councillor

Cllr Colston reported that the idea of changing the status of the AONB to a National Park was being progressed. He believed that there would be a consultation, maybe in the next six months. He believed that WODC are not in favour of the idea. Most National Parks are their own Planning Authority, so local councils would lose control of planning, a cause of concern to them.

Cllr Colston advised the meeting that the large application for a classic car museum and other buildings in Enstone, 18/03319/OUT has been resubmitted to the planning authority. Residents have concerns regarding the heavy increase in traffic that this would cause.

No report had been received from the County Councillor.

Cllr Harvey entered the meeting.

Signed (Chairman) Date

6 New Business

6.1 Tidy Up Kingham – It was resolved the hold the first Tidy Up Kingham day of the year on Sunday 31 March, meeting at 10am on The Green. Litter pickers and hi-viz jackets will be requested from WODC. Refuse sacks will be purchased. It was resolved to ask the school if they would like to be involved.
Action: Clerk to request litter pickers and hi-viz jackets from WODC.
Action: Clerk to purchase refuse sacks.
Action: Clerk to ask school if they would like to be involved.

6.2 Notification from OCC of Church Street road closure from 11 March 2019 for 19 days to allow resurfacing and development work at the entrance to the new development. It was resolved to put a notice on the noticeboard and in the shop. The Newsletter agreed to inform their readers.
Action: Clerk to put up notices.

6.3 To obtain Council permission for the Clerk to use Council information as evidence as part of a qualification portfolio. It was resolved to allow the Clerk to use Council information as part of a qualification portfolio.

7 Planning

7.1 No new planning applications had been received.

7.2 Previous applications – updates

18/02894/FUL Alterations and extension to garden room to create self contained living accommodation. Construction of replacement conservatory to main dwelling – Gulliver House, Church Street, Kingham.
Application – under consideration.

18/03271/FUL Two storey detached garage with games room above (retrospective) – Cornerstones, New Road, Kingham.
Application – approved 15/01/19

18/03397/HHD First floor rear extension – Lucketts, West End, Kingham.
Application – approved 21/12/18

18/03289/FUL Development of retention pond associated with surface water drainage to sporting centre development – Kingham Hill School, Kingham.
Application – approved 09/01/19

18/032527/FUL Change of use of dwellinghouse to house in multiple occupation (HMO) – Fowler House, Church Street, Kingham.
Application – under consideration

18/03459/HHD Resiting of underground LPG tank and proposed new greenhouse – Bricks House, Church Street, Kingham
Application – under consideration

7.3 Road survey of HGVs update – OCC would be able to set up a "tube survey" to monitor the number and types of vehicles travelling along a road over a period of time at a cost of £220 + VAT. It was resolved to request this survey in two places, one on the Green side of the Kingham Plough, the other on Station Road near the bus stop. This information would then be used to help the Council decide on any further action.
Action: Clerk to order two "tube surveys" from OCC.

7.4 Planning application spreadsheet – The Clerk showed an example of a planning application spreadsheet to the Council, showing the current status of applications. It was agreed for the Clerk to trial this for the Council.

8 Public Forum

8.1 Kingham Newsletter – it was reported that the current editors have decided to stand down from their positions at the end of 2019. Unless other people take on the role, the Newsletter will end. It was felt important that the Council website be up-to-date, and updated regularly. It was resolved that the Clerk would be paid to manage the updating of the website and the regular updates as an addition to their current hours.

Signed (Chairman) Date

9 Health and Safety

9.1 Playground inspections – ongoing.

9.2 New signage is required in the two play areas.
Action: Clerk to purchase two new signs.

9.3 New signage is required for the Millennium Wood.
Action: Clerk to purchase two new signs.

10 Finance

10.1 Payments were approved and made for the following:

Kingham Village Hall – Hall hire October – December	chq 100804	£33.00
Gillian White – January 100 Club – 1st prize	chq 100805	£50.00
Doreen Attewell – January 100 Club – 2nd prize	chq 100806	£20.00
John Griffiths – January 100 Club – 3rd prize	chq 100807	£10.00
Council administration and Salt bin purchase	chq 100808	£125.71
Kingham Village Hall – Hayden Field rent	chq 100809	£210.00
Clerk salary was approved and paid		
HMRC PAYE/NI was approved and paid		

10.2 Monies received

SSE – Consent Kingham Ltd	£103.73

10.3 Bank account update
Parish Council bank balance as of 16 January 2019 - £18,347.08

10.4 100 Club –There are currently 53 members, and the current sum to be donated to the Village Hall next year is £313.

10.5 Budget update to end December 2018 circulated to Council was approved.

10.6 Bank reconciliation and finance update circulated to Council were approved.

11 Correspondence

11.1 Letter from OCC – North Area Operations Local Contacts

12 To receive items for information only

12.1 Operation London Bridge – The Clerk asked the Council to think about how the Council would wish to respond in the event of the death of a senior member of the royal family.

12.2 It was requested that the Clerk approach Thames Water regarding cleaning out the drains in Cozens Lane following the flood caused by the leak in West Street before Christmas.

Meeting Closed at 8.45 pm

Next Meeting to be held on 20 February 2019

Signed (Chairman) Date