

Kingham Parish Council

Minutes of the Meeting of Kingham Parish Council

Held on Wednesday 18 December 2018, 7.30 pm

20181218

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

Absent: Nil

Clerk: Anne Ogilvie

Also present: Cllr Hibbert-Biles, Mike Wasley (OCC), two members of the public.

1 Apologies – Nil

Mike Wasley, Principal Officer – Traffic Schemes (OCC), attended the meeting at the invitation of the Parish Council. Concerns regarding the volume of HGVs travelling through Kingham were discussed. It was suggested that the Council could request an HGV survey to identify the issues, and could request advisory signs, “Not suitable for HGVs”, from OCC. If the survey were to show particular issues, options for actions could then be discussed. It was resolved to request an HGV survey from OCC, cost approximately £100+ VAT. It was resolved to request advisory signage from OCC.

Action: Clerk to contact OCC to request an HGV survey.

Action: Clerk to request OCC supply advisory signage. Councillors to advise appropriate sites for signage. Mike Wasley left the meeting

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 Sign for car park at British Legion – Sign has been purchased.

4.2 Car park at British Legion – Tenancy agreement has been sent to Kingham Royal British Legion Club for signature.

4.3 New Lengthsman – A discussion took place regarding the need for a new lengthsman. It was resolved that a new lengthsman was not required. A discussion took place regarding creating volunteer parties to tidy up Kingham. It was resolved to organise “Tidy up Kingham” days three times a year, on the spring, summer and autumn quarter days (25 March, 24 June, 29 September).

Action: Clerk to put “Tidy up Kingham” on January agenda.

4.4 Trees on West Street – Council is not aware that works have been completed. Cllr Hibbert-Biles agreed to check and inform Council of result.

4.5 Trees of Remembrance saplings – Cllr Warne will plant the saplings now the area has been cleared by Cottsway.

4.6 Salt bin for Village Hall – Has been ordered.

4.7 Construction parking on Church Street – Letters have been sent to WODC and Piper Homes, no response has been received. It was resolved to request a response from WODC and Piper Homes.

Action: Clerk to request response to letter from WODC and Piper Homes.

4.8 New surface under climbing frame – It was resolved to order the works as per the quotation from Churchill Surfacing Contractors, dated 27 October, for £3120.

Action: Clerk to order works.

4.9 Allotment hedge cutting quotation from WODC – no response has been received. It was resolved to escalate the request to Bob Lightfoot.

Action: Clerk to escalate request to Bob Lightfoot.

5 Reports from County and District Councillors

Report from County Councillor

Cllr Hibbert-Biles reported that Oxfordshire is number one in England for recycling. OCC are currently discussing the Council Tax for next year. The growth bid for funding for infrastructure has been published, but there is no funding for this area.

Signed

(Chairman)

Date

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No report had been received from the District Councillor.

6 New Business

- 6.1 Security Incident Response Policy – the policy was approved and signed.
- 6.2 Repainting of white lines on Church Street – Residents had to pay privately for white lines to be painted outside their gateways, so would be responsible for requesting and paying for any repainting required.
- 6.3 Blocked drains on Church Street – It was resolved to provide a list of blocked drains to Cllr Hibbert-Biles by 21 December, and to log them on FixMyStreet.
Action: Clerk to provide a list of blocked drains to Cllr Hibbert-Biles, and log them on FixMyStreet.
- 6.4 Damaged light in village car park – Cllr Sale has replaced the damaged light, and will provide invoice for payment.

7 Planning

- 7.1 18/03289/FUL – Development of retention pond associated with surface water drainage to sporting centre development – Kingham Hill School, Kingham - comment required by 20 December 2018.
The Council had no comment.
- 7.2 18/03527/FUL – Change of use of dwellinghouse to house in multiple occupation (HMO) – Fowler House, Church Street, Kingham – comment required by 03 January 2019.
The Council commented that the parking spaces should only be for use by the residents. There was concern that other areas of the grounds could be used for parking for other properties/premises.
Action: Cllr Dewar to draft letter to be approved by Council.
Action: Clerk to send approved letter to Planning Department.
- 7.3 Previous applications – updates
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.
Two storey detached garage with games room above (retrospective) – Cornerstones, New Road, Kingham.
Application – under consideration.
18/03397/HHD – First floor rear extension – Lucketts, West End, Kingham.
Application – awaiting decision,

8 Public Forum

No comments

9 Health and Safety

- 9.1 Playground inspections – ongoing.

10 Finance

- 10.1 Payments were approved and made for the following:

It was resolved to donate £1487.50 to Kingham Village Hall to cover the insurance and Fire Risk Assessment.

Delphie Stockwell – December 100 Club – 1 st prize	chq 100792	£50.00
Pauline Thornton – December 100 Club – 2 nd prize	chq 100793	£20.00
Cathy Stebbings – December 100 Club – 3 rd prize	chq 100794	£10.00
Witney Signs – Car park notice	chq 100797	£34.44
Bruern Farm – Christmas tree	chq 100798	£210.00
Council administration	chq 100799	£8.54
Kingham Village Hall – donation – insurance, Risk Assess	chq 100800	£1487.50
Churchill Surfacing Contractors – carpark resurfacing	chq 100801	£2760.00
Clerk salary was approved and paid		
HMRC PAYE/NI was approved and paid		

Signed

(Chairman)

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10.2 Monies received

Kingham Village Events – Donation £200.00

10.3 Bank account update

Parish Council bank balance as of 18 December 2018 - £18,735.60

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 November 2018 circulated to Council was approved.

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

10.7 Budget for year 2019/20 – It was resolved to set the budget for 2019/20 to: Receipts £2,668, Payments £29,168, Precept required £26,500

10.8 Precept for year 2019/20 – It was resolved to set the precept for 2019/20 to £26,500

Action: Clerk to send completed precept form to WODC.

11 Correspondence

11.1 Email from WODC – Public consultation on the Oxfordshire Plan Statement of Community Involvement

11.2 Email from Cllr T Merry – Survey regarding National Park for the Cotswolds

11.3 Letter from WODC – Invitation to attend the meeting between Town and Parish Councils and WODC on Thursday 07 March 2019

11.4 Letter from Kingham Village Events – donation of £200 given to Council. It was resolved to thank Kingham Village Events and advise that the donation will be used for the tree planting project on the Village Green.

Action: Clerk to thank Kingham Village Events and advise that the donation will be used for the tree planting project on the Village Green.

12 AOB

12.1 Cllr Hartley had investigated the cost of interplanting on the Village Green. He had been advised that the most appropriate trees would be sweet chestnut, oak, hornbeam and beech. An 8-10 ft tree would cost about £100, and planting would cost about £350 for the day. February would be the best time for planting. These costs were entered into the budgeting process.

Meeting Closed at 9.20 pm

Next Meeting to be held on 16 January 2019

Signed

(Chairman)

Date