Kingham Parish Council

Minutes of the Meeting of Kingham Parish Council
Held on Wednesday 20 February 2019, 7.30 pm 20190220 - 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 Hibbert-Biles (OCC), one member of the public.

1 Apologies – Cllr Dare
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 – Two Councillors attended a meeting with the Club to discuss the tenancy agreement. It was resolved to contact the Club and request the signed agreement be returned.
Action: Clerk to contact the Club and request the signed agreement be returned.

4.2 Trees on West Street – Council is not aware that works have been completed. Cllr Hibbert-Biles agreed to obtain confirmation that all the trees are safe.

4.3 Blocked drains in Church Street – some of the drains have now been cleared, but three near the Plough have been missed. Cllr Hibbert-Biles agreed to contact OCC and request that they be cleared, and also the drains which at the bottom of Cozens Lane which need to be cleared.

4.4 Interplanting on Village Green – Tree prices have been received from Nicholsons, three broadleaved varieties are £96.00 each, one is £84.00 each. The Norway Spruce is £162.00. The planting quotation had been received. This was considerably higher than the initial estimate. It was resolved to source an alternative planting quote. The tree heights were queried by Councillors.
Action: Clerk to find out tree height and forward information to Councillors.
Action: Cllr Hartley to source alternative planting quote.

4.5 Tidy Up Kingham – It was resolved to ask helpers to bring gloves and suitable gardening implements. It has been arranged to borrow 15No litter pickers and hi-viz jackets from WODC. Rubbish bags have been purchased. A risk assessment will be required for the event. Cllr Sale agreed to arrange the disposal of the rubbish. The Village Hall has been booked to be used as the end meeting point.
Action: Clerk to create risk assessment.
Action: Clerk to create posters for the event, also advising on bringing gloves and suitable gardening implements.

4.6 Road survey of HGVs – The tube survey has been requested from OCC, actions in progress. OCC have requested suggested locations for signage. The junction to Kingham in Churchill, the Trigmoor turning, and the top end of Kingham Hill School road were selected as suitable sights.
Action: Clerk to inform OCC of signage locations, and communicate with relevant parishes.

4.7 Playground and Millennium Wood signage – quotation for the signage has been agreed. It was resolved to order 2No aluminium signs, 300 x 200mm @ £26.25 for the playground, and 2No aluminium signs, 300 x 200mm @ £26.2 for the Millennium Wood.
Action: Clerk to place order for signage.

5 Reports from County and District Councillors

Report from County Councillor

Cllr Hibbert-Biles reported that the budget has been agreed. An extra £1m is required for youth provision, and there is a need to increase social care for children. There will be a 2.99% increase in Council tax from April. OCC will receive extra funding for roads.

No report had been received from the District Councillor.

Signed (Chairman) Date

6 New Business

6.1 Threshers Yard – Cllr Dewar reported that a lorry had damaged the verge whilst trying to access Threshers Yard. The details of the lorry were noted. It was resolved to contact Daylesford, to request that they ask their tenants to ensure that delivery vehicles are of the correct size to access the yard. It was resolved to forward the lorry details to OCC, to request that verge repairs are undertaken.
Action: Clerk to contact Daylesford to request that they ask their tenants to ensure that delivery vehicles are of the correct size to access the yard.
Action: Clerk to contact OCC to request that verge repairs are undertaken, lorry details to forwarded.

6.2 Railway Bridge Path – the pavement is cracking up and is a potential health and safety concern. Cllr Hibbert-Biles agreed to investigate as the ownership of this area is uncertain.

6.3 Facebook – It was resolved to undertake a 6 month trial of having a Kingham Parish Council Facebook presence. This will be to provide information about the Council, WODC, OCC and the local area. It will be managed and updated by the Clerk.
Action: Clerk to create and maintain a Facebook presence for the Council.

6.4 Grass cutting prices 2019-20 – grass cutting prices have been received from WODC. It was resolved to send a revised list of cutting requirements to WODC as agreed at the meeting.
Action: Clerk to create revised list of cutting requirements as agreed at the meeting.
Action: Clerk to send revised list of cutting requirement to WODC.

7 Planning

7.1 19/00397/S73 Non compliance with condition 2 of the planning permission 17/03631/FUL to allow revised design to viewing gallery – Kingham School, Kingham – comment by 28 February 2018.
The Councils resolved not to comment on this application.

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.
It was noted that the plans have been modified. It was resolved to inform WODC that, having viewed the new plans, the Council comments remained unchanged.

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 – approved, 12/02/19

8 Public Forum

8.1 No comments.

9 Health and Safety

9.1 Playground inspections – ongoing.
The hole which was reported on the Playground has been repaired.

10 Finance

10.1 Payments were approved and made for the following:

Ashley Shadbolt – February 100 Club – 1st prize	chq 100810	£50.00
Keith Hartley – February 100 Club – 2nd prize	chq 100811	£20.00
Sylvia Peart – February 100 Club – 3rd prize	chq 100812	£10.00
Kingham Village Hall – Donation to cover electric	chq 100814	£750.00
SSE – Village Green electric	chq 100815	£46.93
OALC – Annual subscription	chq 100816	£138.97
WODC – Grass cutting October 2018	chq 100817	£270.18

Signed (Chairman) Date

	Council administration	chq 100820	£35.82
	Clerk salary was approved and paid		
	HMRC PAYE/NI was approved and paid		

10.2 Monies received

Allotment rent	£7.00
OCC – Grass cutting	£707.25
100 Club membershiop	£24.00

10.3 Bank account update

Parish Council bank balance as of 20 February 2019 - £16,947.01

10.4 100 Club –There are currently 54 members, and the current sum to be donated to the Village Hall next year is £337.

10.5 Budget update to end January 2019 circulated to Council was approved.

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

11 Correspondence

11.1 Letter from resident – concern regarding cost of transport survey.
Action: Clerk to thank resident for letter, and advise that comments have been noted.

11.2 Letter from Volunteer Link-Up – request for funding. It was resolved to give a £50.00 donation.
Action: Clerk to send £50.00 donation.

11.3 Email from resident – concern regarding verges, kerbs and road furniture on Church Street re new development. It was resolved to contact OCC and request required works take place.
Action: Clerk to contact OCC and request required works take place

11.4 Email from WODC – proposed planning training for Parishes. It was resolved to register Councillor interest.
Action: Clerk to register interest with WODC.

11.5 Email from WODC – East Chipping Norton – SPD Issues Consultation. The Council had no comment.

11.6 Email from OCC – Town and Parish Council survey – OXTOG Development. The Council had no comment.

12 To receive items for information only

12.1 Nil

Meeting Closed at 9.00 pm

Next Meeting to be held on 20 March 2019

Signed (Chairman) Date