

Kingham Parish Council

Minutes of the Meeting of Kingham Parish Council

Held on Wednesday 19 June 2019, 7.30 pm at Kingham Village Hall

20190619

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

Absent: Cllr M Dare

Clerk: Anne Ogilvie

Also present: two members of the public

1 Receive apologies for absence

Apologies were received from Cllr Dare.

2 Approve and sign minutes of meeting on 15 May 2019

The minutes of the meeting on 15 May 2019 were approved and signed.

3 Receive declarations of interest from members

There were no declarations of interest.

4 Co-option of new member of the Parish Council

It was **resolved** to co-opt William Blomefield as a Councillor for Kingham Parish Council. The Acceptance of Office was signed, and Cllr Blomefield joined the Council for the remainder of the meeting.

5 Public participation

Nil.

6 Reports from County and District Councillors

None received.

7 To receive and comment on Clerk's report

The Clerk's report had been distributed to Councillors prior to the meeting, and is appended to the minutes.

1. Car park tenancy agreement with British Legion – it was verbally reported that the British Legion do not want to sign the tenancy agreement for the car park. It was **resolved** to change the car park signage back to "Village car park" if this is confirmed.

Action: Clerk to contact British Legion and request written confirmation of the verbal report, and inform of the change of car park signage.

8 Matters arising from previous meeting requiring Council resolution

Nil.

9 Business

a. Big Festival donation – to agree on nominated cause, local charity or community project to receive the £1000 donation from the Big Festival

It was **resolved** to apply for funding for the move of the defibrillator from the Wild Rabbit to the BT phone box, plus associated works to improve defibrillator boxes and signage. It was **resolved** to request the donation be used for the Villager Bus if the first application is not accepted.

Action: Clerk to complete donation application.

b. Move of defibrillator from Wild Rabbit to phone box – to approve expenditure for new cabinet and installation for defibrillator.

It was **resolved** to work with the Community Heartbeat Trust to move the defibrillator from Wild Rabbit to BT phone box, purchase a new housing box, and associated works to improve box at the Football Pavillion and signage for both. Budget cost was listed as £800. Final costings will be sent to Council when received.

Signed

(Chairman)

Date

Kingham Parish Council

c. Review of polling districts and places

It was **resolved** to agree with the recommendations from the Acting Returning Officer's Representations with regards to the polling place for Kingham Parish – to remain as Kingham Village Hall.

Action: Clerk to forward comment to Returning Officer.

d. Change of date of December meeting

It was **resolved** to change the date of the December 2019 meeting from Wednesday 11 December to Monday 16 December.

Action: Clerk to update records and notices.

e. SLCC membership – to agree to partially fund Clerk's SLCC subscription

It was **resolved** to fund 75% Clerk's SLCC subscription, £101.61. Remainder will be paid by Spelsbury Parish Council.

f. Overgrown vegetation on pathway by old railway bridge – to agree action

It was **resolved** to contact Churchill Parish Council and request that they arrange for the overgrown vegetation to be removed.

Action: Clerk to contact Churchill Parish Council.

g. S106 play area monies – update from Working Group

No response has been received from the requests for suggestions which were published in the Village Newsletter, Council website and Facebook page. Cllr Warne stated that he would use Kingham Primary School's "parentmail" system to ask for suggestions.

10 Planning

a. 19/01305/FUL - Stables (incl tack room & open store area) for domestic use – The Heyes, Churchill Road, Kingham – comment by 20 June 2019

It was **resolved** to object to this application because it is a substantial structure outside the village boundary within the Cotswold AONB, and the area is prone to flooding.

Action: Clerk to send objection to WODC.

b. New planning applications received since publication of agenda

None received.

c. Previous applications – updates

19/00550/HHD – Construction of a single storey, timber garden room to existing vegetable garden – Kingham House, Church Street, Kingham. Application – approved 16/05/19

19/00861/S73 – Non-compliance with condition 3 of planning permission 17/01306/HHD to allow the retrospective use of reconstituted stone and concrete plain tiles. (Retrospective) – Mathews Cottage, Church Street, Kingham. Application – approved 14/05/19

19/01119/HHD – Demolition of existing detached garage and erection of single storey extension – Duck End, West End, Kingham. Application – awaiting decision

19/00969/HHD – Proposed sauna within existing garden curtilage – Far End, West End, Kingham. Application – under consideration

APP/D3125/W/18/3217373/18/02350/FUL – Planning appeal – Conversion of stable building to a 1 bed dwelling, and associated works – Barn at Churchill Road, Kingham. Application – in progress.

d. East Witney Issues Paper Consultation – comment on the development of land east of Witney

It was **resolved** to note the Council's concern regarding the necessity for an adequate travel network, and health and education infrastructure to be included within any development proposal.

Action: Clerk to forward Council comments.

11 Health and Safety

a. Playground inspections

Ongoing, no problems reported.

b. Notification of RoSPA annual playground inspection in July

The annual inspections of the two play areas will take place in July and reports sent to the Council.

Signed

(Chairman)

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Kingham Parish Council

12 Finance

a. Payments to be approved and cheques to signed

Payments were approved and made for the following:

Zurich Municipal – annual Council insurance	chq 100842	£693.73
Ashey Shadbolt – June 100 Club – 1 st prize	chq 100843	£50.00
Alan Marshall – June 100 Club – 2 nd prize	chq 100844	£20.00
John Cassie – June 100 Club – 3 rd prize	chq 100845	£10.00
SSE – Village Green electricity	chq 100846	£29.80
Council administration	chq 100847	£22.49
SLCC – annual Clerk membership	chq 100849	£101.61

Clerk salary was approved and paid.

b. Monies received – Nil.

c. **Bank account update** – Parish Council current account balance as of 19 June 2019 - £26,310.84.

d. **100 Club update** – Currently 54 members, £337 to be donated to Village Hall.

e. **To approve budget update** – updates emailed to Council were approved.

f. **To approve finance update** – updates emailed to Council were approved.

g. **To approve bank reconciliation** – reconciliations emailed to Council were approved.

13 Correspondence

a. **Email from resident – report that path to the Millennium Wood is overgrown** – It was **resolved** to request that Chipping Norton Green Gym clear the path.

Action: Cllr Hartley to provide details to Clerk to contact Chipping Norton Green Gym.

b. **Email from resident – report that people are parking on the small area of the Green** – It was suggested that posts could be put around the edge to prevent people parking on this area.

Action: Cllr Hartley will obtain a price for installing posts.

14 To receive items for information only

a. **Overgrown bramble areas in the Millennium Wood** – The Council will be clearing areas of overgrown brambles in the near future.

Meeting closed at 8.30 pm

Next meeting to be held on 17 July 2019

Signed

(Chairman)

Date