

# Kingham Parish Council

## Minutes of the Meeting of Kingham Parish Council

Held on Wednesday 21 August 2019, 7.30 pm at Kingham Village Hall 20190821

**Present:** Cllrs K Hartley, R Sale, J Dewar, W Blomefield

**Absent:** Cllrs J Warne, J Harvey, M Dare, B Hughes

**Clerk:** Anne Ogilvie

**Also present:** Cllr Hibbert-Biles (OCC), 1 member of the public

### 1 Receive apologies for absence

Apologies were received from Cllrs Warne, Harvey, Dare and Hughes.

### 2 Approve and sign minutes of meeting on 17 July 2019

The minutes of the meeting on 17 July 2019 were approved and signed.

### 3 Receive declarations of interest from members

There were no declarations of interest.

### 4 Public participation

Concern was expressed about the state of the flowerbeds around the car park, the weeds around the Village Hall and the general amount of weeds etc around the Village. The council advised that no one had come forward to take over the vacant Lengthsman position. Cllr Hibbert-Biles offered to contact the Chipping Norton Council Lengthsman to see if he would like to do the Lengthsman duties for Kingham.

### 5 Reports from County and District Councillors

OCC Report – Cllr Hibbert-Biles: Cllr Hibbert-Biles reported that OCC are still working in partnership with Cherwell District Council, and are having discussions about undertaking more partnership work. No report was received from the District Councillor.

### 6 To receive and comment on Clerk's report

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

Cllr Hibbert-Biles offered to help with two outstanding OCC matters – the tube survey and the ownership of the old railway bridge.

### 7 Matters arising from previous meeting requiring Council resolution - Nil.

### 8 Business

#### a. S106 play area monies – to receive update from Working Group, and agree action

A report had been circulated to Council by the Working Group prior to the meeting. It was **resolved** to obtain prices for supply and install of swings, supply and install of replacement item for the three seat rotator, and new ground surface for the old red rocking horse.

**Action:** Clerk to obtain prices and circulate to Council.

#### b. Website accessibility – to comment on response received from website designer, and agree action

Web designer response had been circulated to Council prior to the meeting. It was **resolved** to request that the website designer carry out the required works.

**Action:** Clerk to request website designer carry out agreed works.

#### c. Winter salt – to decide whether to request free salt from OCC, and whether to purchase salt from OCC

It was **resolved** to request free salt in small bags from OCC. It was **resolved** not to purchase salt from OCC.

**Action:** Clerk to request free salt.

#### d. Telephone box and defibrillator – to receive update from Cllr Warne

A report had been received from Cllr Warne. The broken pane of glass has been replaced. The installation of the defibrillator is planned for 05 September.

Signed

(Chairman)

Date

# Kingham Parish Council

## e. GWR Community Fund – to consider whether to apply for funding for a project

It was suggested that signage be installed at Kingham Station to advise passengers of the walking routes/distances to Kingham and Bledington. It was **resolved** to investigate the costs of signage in preparation for applying for funding.

**Action:** Cllr Blomefield to investigate signage costs.

## 9 Planning

### a. 19/02074/HHD – Installation of new entrance gates

**19/02075/LBC – Partial reconstruction of stone pillars and erection of new entrance gates – Kingham House, Church Street, Kingham – comment by 26 August 2019**

The Council had no comment on this application.

### b. New planning applications received since publication of agenda

None received.

### c. Previous applications – updates

19/01119/HHD – Demolition of existing detached garage and erection of single storey extension with removal of wall to create off street parking and garden storage (amended) – Duck End, West End, Kingham. Application – approved 05/08/19.

19/01305/FUL – Stables (incl tack room & open store area) for domestic use – The Heyes, Churchill Road, Kingham. Application – approved 08/08/19.

## 10 Health and Safety

### a. To receive and comment on RoSPA play area inspection reports

RoSPA play area inspection reports had been circulated to Council prior to the meeting. The comments and recommendations were noted. Price for chain link connectors for the toddler swing will be obtained. Options were discussed regarding the weeds in the play area surfaces.

### b. Internal playground inspections report - Nil

### c. New sleepers – to receive update from Cllr Hartley regarding price for new sleepers

Price has not been obtained yet. Details will be forwarded to the Clerk when available and circulated to Council.

### d. Climbing frame surface area – to receive update from Cllr Hartley regarding options

Options are being investigated, and an update will be passed to Council when available.

## 11 Finance

### a. To approve current expenditure and sign cheques

Payments were approved and made for the following:

A Pilkington – St Andrews Church grass cutting	chq 100870	£440.00
Chipping Norton Green Gym – Millennium Wood work	chq 100871	£60.00
Carmen Ruiz – August 100 Club – 1 <sup>st</sup> prize	chq 100874	£50.00
Lorna Rathbone – August 100 Club – 2 <sup>nd</sup> prize	chq 100875	£20.00
Mr Anderson – August 100 Club – 3 <sup>rd</sup> prize	chq 100876	£10.00
Playsafety Ltd – Play area inspections	chq 100877	£177.00
SSE – Village Green electricity	chq 100878	£44.67
Council administration	chq 100879	£23.12

Clerk salary, and HMRC payment were approved and paid.

### b. Monies received

OCC – grass cutting	£707.25
IMG Ltd – Big Feastival donation	£1000.00

### c. Bank account update – Parish Council current account balance as of 21 August 2019 - £23,924.97.

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

### e. To approve budget update – updates circulated to Council were approved.

### f. To approve finance update – updates circulated to Council were approved.

### g. To approve bank reconciliation – reconciliations circulated to Council were approved.

## 12 Correspondence

Signed

(Chairman)

Date

## Kingham Parish Council

- a. **Complaints received from residents regarding weeds along the wall by the playing field** – This matter had been discussed during the public participation session. An offer to cut back the lower branches on the trees alongside the playing field was accepted by the Council.
- b. **Notification from OCC – Temporary road closure in Church Street, Kingham from 27/08 to 31/08, 24 hours per day closure**
- c. **Invitation from OCC to Deddington Depot open day on 05 October 2019**

### 13 To receive items for information only

- a. **Bins in Cozens Lane** – It was noted that bins, apparently the responsibility of the Daylesford Estate holiday cottages, have been incorrectly filled and were being left out permanently.
- b. **Thefts in the village** – Concern was expressed regarding the spate of thefts in the village. Cllr Hibbert-Biles will forward details of the Chipping Norton Neighbourhood Watch co-ordinator to the Council. If the village wants to have a Neighbourhood Watch scheme, someone would need to take on the role of co-ordinator for Kingham.
- c. Cllr Hibbert-Biles advised the meeting that Robert Courts MP has been made PPS to the Secretary of State for DEFRA.
- d. **Village car park sign** – It was noted the sign needs to be fixed.

**Meeting closed at 8.45 pm.**

**Next meeting to be held on 18 September 2019**

Signed

(Chairman)

Date