Kingham Parish Council

Minutes of the Meeting of Kingham Parish Council
Held on Monday 15 December 2019, 7.30 pm at Kingham Village Hall

20191215 DRAFT

Present: Cllrs J Dewar, J Warne, B Hughes, R Sale, M Dare, W Blomefield
Absent: Cllrs J Harvey, K Hartley
Clerk: Anne Ogilvie
Also present: Cllr Hibbert-Biles, 3 representatives from Gigaclear, 28 members of the public

1 Presiding chairman for meeting
Cllr Dewar was chosen to be the presiding chairman of the meeting by the councillors, as per Standing Order 3p, in the absence of the Chairman and Vice-Chairman.

Standing Orders were suspended to allow public participation in the next item.

2 To receive reports from Gigaclear representatives regarding current works in Kingham and agree actions
Three representatives from Gigaclear attended the meeting. They were aware of various concerns from residents and addressed these in the meeting.
Areas of issue included: lack of consultation prior to works commencing, lack of information during works, excavation works around trees, positioning of cabinets, safety to pupils entering and leaving Kingham Primary School, vehicular access to properties, "strikes" to existing cabling etc, reinstatement of verges etc, possible issues with connections from the pot to and within properties.
It was agreed that Gigaclear would provide the council with the results of the OCC report regarding any tree damage, and Gigaclear would be responsible for any remedial works required. Gigaclear will provide the council with a schedule of works, for the council to publicise. Gigaclear will arrange a site meeting with the council for early in the new year to discuss cabinet locations and other areas of the build. Gigaclear will inform residents a week before work starts in their area. Gigaclear will contact the school regarding timing of works in that area of the village. Gigaclear agreed to arrange the clearing of drains in Cozens Lane.

Cllrs Dare and Blomefield entered during the above part of the meeting.

Standing Orders were reinstated.

Two members of the public remained.

3 Receive apologies for absence
Apologies were received from Cllrs Harvey and Hartley

4 Approve and sign minutes of meeting on 20 November 2019
The minutes of the meeting on 20 November 2019 were approved and signed.

5 Receive declarations of interest from members
There were no declarations of interest.

6 Public participation
Nil.

7 Reports from County and District Councillors
County Councillor report – Cllr Hiibert-Biles reported that Oxfordshire is now one of the top ten performing councils in the country.
No report was received from the District Councillor.

Signed (Chairman) Date

8 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 will investigate lack of response from OCC regarding the tube survey.

9 Business

a. Unadopted track, West End – to note response from The British Horse Society, and agree action

The British Horse Society are looking making an application, and would welcome assistance from the community.

It was **resolved** to ask Sir Anthony Mann if he would be happy to liaise with The British Horse Society.

Action: Clerk to write to Sir Anthony Mann.

b. Oxford Artweeks May 2020 – directional signage request, to agree response

It was **resolved** to agree the signage request.

Action: Clerk to inform organiser of council agreement.

c. Damaged wall by playing field – to receive report from Cllr Sale and agree action

Cllr Sale has reviewed the damage and proposed to undertake the repair himself in the new year. It was **resolved** to accept Cllr Sale's proposal.

10 Planning

a. 19/03039/HHD – Satellite dish on the side of property -
6 The Moat, Kingham – comment by 17 December 2019

The council had no comment on this application.

b. 19/03204/FUL – Use of the site as a woodyard for the storage, processing and distribution of timber products (B8/B2 Use Class) (Retrospective) –
Woodyard and Ancillary Structures, Churchill Road, Kingham – comment by 27 December 2019

It was agreed to request an extension, and to request that the application go to full committee. It was agreed to plan and send an objection response within timescales agreed with the LPA.

c. 19/03049/HHD – Single storey extension, internal alterations, conversion of part of roof and replacing of roof tiles -
Wiggalls Corner, The Green, Kingham – comment by 13 December – extension obtained to 19th

The council had no comment on this application, but noted that work appears to have started.

d. New planning applications received since publication of agenda
19/03266/HHD – Alterations to include single-storey extension to rear to replace existing conservatory/garden room, replacement of existing canopy over front door -
42 West End, Kingham – comment by 02 January 2020

The council had no comment on this application.

19/03427/HHD – Loft conversion including two new rear dormer windows and three new rooflights at the front -
Crispin House, Field Road, Kingham – comment by 03 January 2020

The council had no comment on this application.

e. Previous applications – updates

19/02480/LBC – Removal of the modern veranda on the south west elevation. Removal of the internal modern suitcase and adjacent partition wall. Internal reordering of modern utility/pantry area – Freemans Cottage, West End, Kingham – under consideration.

11 Health and Safety

a. Internal playground inspections report – Ongoing.

Signed (Chairman) Date

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12 Finance

a. To approve current expenditure and sign cheques

Payments were approved and made for the following:

SSE – Village Green Electricity	chq 100907	£51.48
Anthony Mann- December 100 Club, 1st prize	chq 100908	£50.00
Gillian White – December 100 Club, 2nd prize	chq 100909	£20.00
Rosemary Dewar – December 100 Club, 3rd prize	chq 100910	£10.00
WODC – Small Lottery Licence reg renewal	chq 100911	£20.00
WODC – Grass cutting etc – August to October	chq 100912	£822.91
Council administration expenses	chq 100913	£25.65

Clerk salary was approved and paid.

b. Monies received

Kingham Church – mowing contribution	£80.00
100 Club receipts	£120.00

c. Bank account update – Parish Council current account balance as of 16 December 2019 - £31,289.03

d. 100 Club update – There are currently 52 members, with an anticipated surplus of £292.

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.

h. To approve 2020-21 budget

It was **resolved** to approve the budget as per the figures approved at the meeting. General receipts - £2317. General payments - £30,236.

i. To approve precept figure for 2020-21

It was **resolved** to approve the precept - £27919 (total for tax setting purposes - £27606).

13 Correspondence

a. Email from OCC – Community Resilience, and S137 limit for next financial year – It was **resolved** to request a quantity of the "Message in a Bottle" from OCC, and offer them to the Lunch Club and others. The S137 limit of £8.32 per elector for the next financial year was noted.

Action: Clerk to request bottles from OCC.

b. Letter from WODC – proposal to stop providing free hard copy planning documents to councils – It was **resolved** to respond that was happy not receive a hard copy for the majority of applications, but felt it was an unfair burden to place the cost of hard copy documents for major and commercial developments on small parish councils.

Action: Clerk to inform WODC of council comments.

14 To receive items for information only

a. Shepherds Hut, Churchill Road – The Clerk was requested to contact the Planning Department regarding the installation of the Shepherds Hut.

b. Neighbourhood Watch update from Cllr Blomefield – the app available only provides retrospective details. Cllr Blomefield is awaiting a response from the police to his email to them. Cllr Hibbert-Biles suggested contacting Clare Percival, the neighbourhood watch contact for Chipping Norton.

c. Carpark signage – a request has been received to install advertising signage in the Village Carpark in return for undertaking the vegetation maintenance of the carpark. The Clerk will forward the details to the council for discussion at the next meeting.

Meeting closed at 9.19 pm.

Next meeting to be held on 15 January 2020

Signed (Chairman) Date

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