Kingham Parish Council

Minutes of the Meeting of Kingham Parish Council
Held on Wednesday 17 June 2020, 7.30 pm via Zoom – 20200617 - DRAFT

Present: Cllrs K Hartley, J Warne, R Sale, J Harvey, J Dewar, W Blomefield, M Dare (from point 3)
Absent: Nil
Clerk: Anne Ogilvie
Also present: Cllr Hibbert-Biles (OCC), 3 members of the public

1 Welcome from Chairman
The Chairman welcomed everyone to the meeting.

2 To receive and approve apologies for absence
Nil.

3 To approve and sign minutes of meeting on 20 May 2020
The minutes of the meeting on 20 May 2020 were approved and signed.

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

5 Public participation
Concern was raised about the request of The Kingham Plough to have benches on The Village Green, in light of the behaviour of some people on The Green on 14 June.

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. There were no comments.

7 Business

a. W/20/00299/PRMV – Application for Variation of Premises Licence – Wild Rabbit, Church Street, Kingham (comment by 03 July 2020) – to respond to application
It was **resolved** to seek clarification from the Licensing Officer regarding the term "resident" as it relates to those within the bounds of the hotel and those using the surrounding cottages.
It was **resolved** to comment as follows:
A) To approve the extension of the sale of alcohol from 11.00pm to midnight for non-residents within the main building.
B) To approve the extension of the sale of alcohol from 11.00pm to midnight for non-residents using the Chicken Shed/private dining rooms.
C) To approve Late Night Refreshment only if it relates solely to residents within the bounds of the hotel.
Action: Clerk to request clarification and forward council comments.

b. To respond to request from The Kingham Plough to put picnic benches on the grass in front of the pub when it reopens
It was **resolved** not to grant permission for picnic benches to be placed on the grass (The Village Green) in front of the pub when it reopens.
Action: Clerk to inform publican of Council decision.

c. Report received of hedge along east side of Cozens Lane growing out over the road potentially causing traffic obstruction – to comment and agree action
It was **resolved** to ask resident to cut the hedge back to the wall line.
Action: Cllr Dare to approach resident with request.

d. Report received querying the positioning of timber used to retain soil of new garden in Cozens Lane – to comment and agree action
It was **resolved** to ask resident to chamfer off edge of timber to reduce potential hazard.
Action: Cllr Dare to approach resident with request.

Signed (Chairman) Date

e. **To select new Councillors to undertake playground inspections**
It was **resolved** that Cllrs Dare and Blomefield would undertake the monthly playground inspections on an alternate basis, starting with Cllr Dare. Cllr Hartley offered to undertake an inspection if neither were available.

f. **To receive update from Clerk regarding councillor vacancies**
Vacancy 1 – The co-option application process ended on 15 June, with no applications received. The vacancy is now open for "general" co-option.
Vacancy 2 – No request for an election has been made, so the co-option application process for this vacancy will commence this week.
Action: Clerk to advertise vacancies as per Policy.

8 Planning

a. **New planning applications received since publication of agenda, if any**
20/01165/FUL – Redevelopment of site to provide a new 46 bedroom hotel and ancillary facilities including restaurant, spa, gym, swimming pool, alehouse, bakehouse, and servicing together with associated parking and landscaping and reinstatement of former mill leat
Mill House Hotel, Station Road, Kingham – comment by 07 July 2020
An extension for comments for the Council to 21 July had been obtained.
It was **resolved** to request an extension for comments for the general public.
It was **resolved** to request a hard copy of the planning application.
It was **resolved** to organise a way for the public to view the hard copy of the plans.
It was **resolved** to defer commenting as a council to give the public the opportunity to send their comments to the council.

b. **Previous applications – updates**
20/01054/HHD – Erection of a single storey rear extension and construction of porch to front elevation – Rowan Cottage, 12 Manor Farm Close, Kingham – awaiting decision.

9 Finance

a. **To approve current expenditure and sign cheques**
Payments were approved and made for the following:

SSE – Village Green electricity	chq 100958	£48.59
Gillian White – June 100 Club, 1st prize	chq 100959	£50.00
Delphie Stockwell – June 100 Club, 2nd prize	chq 100960	£20.00
Mr R Hann – June 100 Club, 3rd prize	chq 100961	£10.00
PC World – Laptop, bag, software	chq 100964	£520.98
Council administration expenses	chq 100965	£14.39
Oxon Association of the Blind - donation	chq 100966	£25.00
SLCC – membership renewal (part)	chq 100967	£93.95

Clerk salary was approved and paid
HMRC PAYE/NI payment approve and paid

c. **Monies received**

100 Club membership	£24.00

d. **Bank account update** – Parish Council current account balance as of 17 June- £35,794.43
e. **100 Club update** – There are currently 53 members, with an anticipated surplus of £316
f. **To approve budget update** – updates circulated to Council were approved.
g. **To approve finance update** – updates circulated to Council were approved.
h. **To approve bank reconciliation** – reconciliations circulated to Council were approved.

Signed (Chairman) Date

10 To receive items for information only

a. Drinking on The Village Green – concern was raised that "take away" alcohol purchased from The Kingham Plough was being consumed on The Village Green, with disregard to social distancing, and causing a noise nuisance. Residents who are affected were advised to phone the police. Clerk will contact local police officer to raise awareness of the issue and request advice.

b. Drains in Cozens Lane – it was noted that drains in Cozens Lane were odorous. Clerk will contact appropriate authority.

c. Temporary Road Closure at Kingham, B4450, east from Trigmoor turning to next turning on right – OCC are closing the road to facilitate drilling of trial core holes and pits. Closure from 27 July 2020 for 5 nights between 8pm and 6am.

11 Next meeting

Wednesday 15 July 2020, 7.30 pm – remote meeting via Zoom

Meeting closed at 8.55 pm

Signed (Chairman) Date