

Kingham Parish Council

Minutes of the Meeting of Kingham Parish Council

Held on Wednesday 19 August 2020, 7.30 pm via Zoom – 20200819

Present: Cllrs K Hartley, J Warne, R Sale, J Dewar, J Hart

Absent: Cllr Blomefield, Dare, Unwin

Clerk: Anne Ogilvie

Also present: Cllr Hibbert-Biles, 2 members of the public

1 Welcome from Chairman

The Chairman welcomed everyone to the meeting.

2 To receive apologies for absence

Apologies were received from Cllrs Blomefield, Dare and Unwin.

3 To approve and sign minutes of meeting on 15 July 2020

The minutes of the meeting on 15 July 2020 were approved and signed.

4 To receive declarations of interest from members

There were no declarations of interest.

5 Public participation

Nil.

6 To receive reports from WODC and OCC councillors

WODC – no report

OCC – Cllr Hibbert-Biles reported that the budget has been revised to hopefully address the risk of overspending due to COVID-19. The funds received from central government will not cover the Council's extra expenditure.

7 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.

8 Business

a. To note the Internal Auditor Report for the year ending 31 March 2020 and agree actions required

The Internal Auditor Report was noted. There are no actions required.

b. To agree and sign the Annual Governance Statement for the year ending 31 March 2020

It was **resolved** to approve the Annual Governance Statement for the year ending 31 March 2020. It was agreed that the Statement would be signed by the Chairman at the first opportunity.

c. To approve and sign the Accounting Statements for the year ending 31 March 2020

It was **resolved** to approve the Accounting Statements for the year ending 31 March 2020. It was agreed that the Statement would be signed by the Chairman at the first opportunity.

d. To set the date for the commencement of the Exercise of Public Rights

It was **resolved** to set 26 August 2020 as the start date for the commencement of the Exercise of Public Rights.

e. To review and approve the Council's policies, procedures and practices in respect of its obligations under Freedom of Information and Data Protection Legislation

It was **resolved** to approve the Council's policies, procedures and practices in respect of its obligations under Freedom of Information and Data Protection Legislation.

f. To review and approve the Council's employment policies and procedures

It was **resolved** to approve the Council's employment policies and procedures.

g. To review and approve the Council's asset register.

It was **resolved** to approve the Council's asset register.

Signed

(Chairman)

Date

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h. To review and approve the Council's complaints procedure

It was **resolved** to approve the Council's complaints procedure.

i. To review and approve the Council's policy for dealing with the press/media

It was **resolved** to approve the Council's policy for dealing with the press/media.

j. To consider the results of the Tube Survey and agree actions

It was **resolved** to keep the results as a baseline, and review whether to request further surveys on an annual basis.

k. To consider the issue of inconsiderate parking in the village – Cllr Sale

The issue of inconsiderate parking was discussed. It was noted that Council does not have powers regarding roadside parking.

It was **resolved** to advise people to contact the Clerk if they have concerns, and the Clerk would forward to the appropriate authority.

It was **resolved** to request that the Wild Rabbit and Kingham Plough encourage the customers to use the relevant pub carpark or the village carparks.

It was **resolved** that the Clerk would advise the Neighbourhood Police Team of the parking problem.

l. To consider the effectiveness of drain clearance works being carried out by OCC and WODC – Cllr Sale

It was noted that the drains are not being cleared efficiently, and are quickly becoming blocked again.

m. To agree Councillors to participate in the Gigaclear walk-round meeting.

It was **resolved** that Cllrs Hart and Sale would represent the Council.

n. To consider whether to request free winter salt from OCC

It was **resolved** not to request any free winter salt.

o. To consider request from a mobile cappuccino bar to open for one afternoon a week on the Village Green, serving tea, coffee, milkshakes, cakes etc.

It was **resolved** not to permit this activity.

p. To consider resident request for Council to ask owner of Waywardens to cut back the hedge overhanging the path

It was **resolved** to request that the hedge is cut back.

q. To consider resident concerns about fox hounds being exercised on the bridleway out of West End and through the village

The Council considered the concerns, but noted that the Council have no powers regarding usage of the bridleway and the public highways.

r. To approve litter signage design and cost

It was **resolved** to order 6No A3 signs @ £19.49 each.

It was **resolved** to approve the design via email when circulated by the Clerk.

s. To agree cost of dog waste bin and emptying contract for Adcraft

The Clerk reported that the costs have not been received yet.

t. To comment on "Changes to the current planning system" consultation

It was agreed that Cllr Dewar would read and comment to Council.

u. To comment on "Planning for the future, White Paper" consultation

It was agreed that Cllr Dewar would read and comment to Council.

v. To comment on "Transparency and Competition: Data and Land Control" consultation

It was agreed that Cllr Dewar would read and comment to Council.

9 Planning

a. New planning applications received since the publication of agenda, if any

Nil

b. Previous applications – updates

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

Signed

(Chairman)

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associated parking and landscaping and reinstatement of former mill leat – Mill House Hotel, Station Road, Kingham – Under consideration

20/01301/HHD - Alterations to include erection of replacement front porch and installation of new entrance gate – Freemans Cottage, West End, Kingham – Approved – 14/08/20

20/01302/FUL – Internal and external alterations to include replacement front porch, installation of new entrance gate, alterations to fenestration and doors to include new French doors to replace existing bay window to lounge together with general refurbishment works – Freemans Cottage, West End, Kingham – Approved – 14/08/20

20/01498/HHD – Erection of detached garage and storage building – The Hayes, Churchill Road, Kingham – Under consideration

20/01524/HHD – Alterations and erection of single storey rear extension – Cornerways, Church Street, Kingham – Awaiting decision

20/01535/HHD – Alterations and erection of new front porch, addition of second dormer to front elevation and new glazing – 11 Manor Farm Close, Kingham – Approved – 10/08/20

20/01412/FUL – Re-cladding and re-roofing of existing building – Farm Building at E426163 N224706, Kingham – Approved 14/08/20

20/01519/HHD – Alterations and erection of single storey detached garage and erection of single storey rear extension. Erection of detached storage sheds – Duck End, West End, Kingham – Approved 18/08/20

20/01769/HHD – Extension and alterations to create chalet bungalow with integral garage – Trevellis, Station Road, Kingham – Under consideration

10 Finance

a. To approve current expenditure and sign cheques

Payments were approved and made for the following:

Barbara Griffiths – August 100 Club, 1 st prize	chq 100978	£50.00
Kevin Hood – August 100 Club, 2 nd prize	chq 100979	£20.00
Paul Berrett – August 100 Club, 3 rd prize	chq 100980	£10.00
WODC – grass cutting, June	chq 100981	£585.74
OALC – training x 2	chq 100982	£132.00
SSE – Village Green electricity	chq 100983	£40.35
Council administration	chq 100986	£21.80
Council administration	chq 100987	£14.39

Clerk salary was approved and paid

HMRC PAYE/NI payment approve and paid

b. Monies received

Nil

c. **Bank account update** – Parish Council current account balance as of 19 August 2020 - £30,359.03

d. **100 Club update** – There are currently 53 members, with an anticipated surplus of £316

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.

11 To receive items for information only and for next agenda

Nil

12 Next meeting

Wednesday 16 September, 7.30 pm – format and venue to be confirmed

Meeting closed at 8.31 pm

Signed

(Chairman)

Date