

Kingham Parish Council

Minutes of the Meeting of Kingham Parish Council

Held on Wednesday 21 October 2020, 7.30 pm via Zoom – 20201021

Present: Cllrs K Hartley, J Warne, R Sale, J Dewar, A Unwin, M Dare

Absent: W Blomefield, J Hart

Acting Clerk: J Warne

Also present: One member of the public

1 Welcome from Chairman

The Chairman welcomed everyone to the meeting.

2 To receive apologies for absence

J Hart and W Blomefield who provided apologies partway through the meeting due to unforeseen circumstances.

3 To approve and sign minutes of meeting on 16 September 2020

The minutes of the meeting on 16 September 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 – no report.

7 To receive and comment on Clerk's report

There were no comments on the Clerk's report other than to note the report is being provided by J Warne in the absence of a parish clerk.

8 Business

a. To discuss Gigaclear's lack of response regarding planned meeting in September and agree actions – Cllr Sale

The Council noted that there has been no response from Gigaclear and that no one from Gigaclear attended the plan village walkaround in September. It was noted that the employee the Parish council was dealing with in Gigaclear has now left their position. It was resolved to send correspondence to Gigaclear asking to rearrange the walkaround.

b. To discuss a request to hold a Remembrance Service on the Green and agree actions

The Council noted that the plan now is to have the Remembrance service in the Church by invite only. However, it was agreed that it could be held on the village green if required with the provision that the Church takes responsibility for public safety including Track and Trace provisions. The Clerk will inform the Church.

c. To agree councillor to meet with new Wicksteed representative regarding the proposed works on the play areas

There was a discussion around the use of the Section 106 monies from the building of the 16 houses at Swailbrook and it was decided to meet with Wicksteed to receive a new quotation for the proposed works. It was noted that there is a concern around nails protruding from the play area which it was agreed would be investigated and fixed if needed. The Council also agreed that the park could re-open and that signs will be erected stipulating the need to remain socially distanced and that appropriate hygiene should take place.

d. To review and approve revised risk assessment

The Council noted and approved the risk assessment.

Signed

(Chairman)

Date

Kingham Parish Council

e. To consider Dog Waste Bins response from Ubico and agree actions

It was agreed that two bins be ordered from Ubico with one to be placed by the entrance to the Adcraft field adjacent to the football field and one near the British Legions Club. It was agreed that Ubico would be used to install and empty the bins.

f. To consider road report from Cllr Dare and agree actions

The Council discussed the state of the entrance road to Kingham Train Station and it was noted that this falls under the Churchill Parish Council. It was agreed that a letter be sent from the Kingham Parish Council to the Churchill Parish Council requesting that they bring the matter up with Network Rail to resolve the issue.

e. To consider request for support from Dementia Oxfordshire and agree actions

The Council noted the request for volunteers from Dementia Oxfordshire and agreed to put the request on the Parish Council Facebook page.

9 Planning

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

20/02565/HHD – Erection of single and two story side and rear extensions – Cottage 2, Kingham Hill Farm, Kingham Hill – Comment by 20 October 2020
The Council had no comment on this application.

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 associated parking and landscaping and reinstatement of former mill leat – Mill House Hotel, Station Road, Kingham – was due to be decided at a planning meeting on the 5th of October but due to technical issues this meeting was abandoned and rescheduled for the 02nd of November.
20/02103/PN56 – Change of use of building from light industrial to dwelling – Farm Building at E426163 N224706 Kingham Oxfordshire – The Council were not informed of this permitted development so were unaware of it. It was agreed that a letter be sent to the WODC Planning stating the Parish Council were not informed of this and ask why this is the case.

10 Finance

a. To approve current expenditure and sign cheques

It was noted that since the Parish Clerk has left her post the following payments are needed to be made; Zoom licence (£143.88), information regarding GDPR rights (£40.00) & insurance for Hayden Field (£218.00). The Clerk's final salary was approved and paid as well as the HMRC PAYE. NI payments need to be calculated and paid. It was resolved the Councillors K Hartley & J Warne would meet to settle payments due.

b. Monies received

Nil

c. Bank account update – Parish Council current account balance has not moved significantly from the 10 September 2020 balance of £29,041.82

d. 100 Club update – it was agreed to defer the decision on the 100 club to the next scheduled meeting.

e. To approve budget update – there were no significant updates to the budget.

f. To approve finance update – there were no significant updates to the finances.

Signed

(Chairman)

Date

Kingham Parish Council

g. To approve bank reconciliation – it was agreed to defer this to the next meeting due to not having a Parish Clerk in place.

11 To receive items for information only and for next agenda

- a. It was noted that Councillor Hilary Hibbert-Biles has left the Conservative Group at Oxfordshire County Council and will continue to serve the Chipping Norton Division as an Independent Councillor until the next elections.
- b. It was noted a member of the public wrote to the Council to inform them of an issue they have with cars not associated to West Street parking there. The Council were aware of this issue but noted this is not within the jurisdiction of the Parish Council.
- c. Bridge over the train tracks near Kingham Train Station – it was noted how dangerous this bridge is for pedestrians without any footpath in place. It was suggested making the bridge one way (similar to the bridge into Bledington) so as to create a footpath. It was noted to raise this subject with Councillor Hilary Hibbert-Biles of the Oxfordshire County Council.

12 Next meeting

Wednesday 18 November 2020 at 7.30 pm at the Kingham Village Hall

13 Foul Smell throughout the Village

It was noted that there is a sewerage smell emanating from Cozers lane as well as other parts of the village. It was agreed that the Council will send correspondence to Environmental Agency about this issue to see what they can do to help in dealing with Thames Water on this matter.

14 Village Green Christmas Tree & Newly Planted Trees

The Council agreed to the purchase of a Christmas tree for the Village green from Bruen Farm. It was noted that the Parish Council has paid for a Christmas tree to be planted by the same contractor that planted the recent trees to the village green. This would be raised with the contractor as well as the state of the newly planted trees.

Meeting closed at 8.55 pm

Signed

(Chairman)

Date