

# Kingham Parish Council

## Minutes of the Meeting of Kingham Parish Council

Held on Wednesday 16 December 2020, 7.30 pm via Zoom – 20201216

**Present:** Cllrs K Hartley, J Warne, R Sale, J Dewar, J Hart, W Blomefield, A Unwin, M Dare, H Hibbert-Biles

**Clerk:** Gemma Tindsley

**Also present:** One member of the public

**1 Welcome from Chairman**

The Chairman welcomed everyone to the meeting.

**2 To receive apologies for absence**

Nil.

**3 To approve and sign minutes of meeting on 18 November 2020**

The minutes of the meeting on 18 November 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 – Spoke to James Wright re. looking into priority way at railway bridge due to danger of walking to the station. We discussed the new proposed speed limit down to 40mph (maybe pushing it to 30mph) and how this would be beneficial. The build-out/priority way was considered, however difficulties due to possible damage to the bridge and site-lines (this was also mentioned by Cllrs in the last meeting).

Similar solution is being carried out at Islip. Cllr Hibbert-Biles to send over details and costs. To forward over correspondence between Cllr and James Wright.

There is to be a new Witney COVID test centre opening at Woodford Way Car Park. Opening hours will be from 8am – 8pm.

Roll out for COVID vaccines has begun – hub is Chipping Norton Health Centre. Over 80s will be contacted in due course for their vaccine.

OCC – future budget. Urged to look at the website due to Council Tax Bands.

The Highways Cabinet Member for Transport (Liam Walker) has left.

Paul Gowers to join at our next meeting in January. Expected to be Cllr Hibbert-Biles' replacement when she plans to stand down in May 2021.

Discussed "Call In" procedure that was mentioned concerning the Recycling Sites. The ask is for the decision to be renewed. This is now in the hands of the Scrutiny Committee.

**7 To receive and comment on Clerk's report**

The Clerk's report had been circulated to Councillors prior to the meeting. Commented on the insurance for the Charity Trusts and confirmed the go ahead. Clerk to communicate with the insurance broker.

Gigaclear Community Hub commented on. Clerk to email and chase for a response.

Signed

(Chairman)

Date

# Kingham Parish Council

## 8 Business

- a. Discuss Dom from Gigaclear joining our meeting in January. Other villages with similar concerns to us. To collectively agree a date for Dom to have a walk around and which Councillor(s) will be present**

It was noted that Dom was very keen to engage with the Council. It was agreed that a notice for locals to get in touch regarding any complaints/damage to private property should be placed in the next Kingham Newsletter, so that these can be gathered together and passed on to Gigaclear. Clerk to invite Dom to the next Council meeting in January

- b. To discuss The Green – grass verge and the school run. In particular, the reinstatement of posts on the verge along The Green outside Blenheim and Pippin cottage (re. Tim’s email forwarded on 26<sup>th</sup> Nov)**

Discussed the damage that school run vehicles have done to the verges along the green. Cllr Hartley to obtain costs for reconstituting the verge and the posts.

- c. To consider hiring a skip for the allotments. Mr Goga mentioned that a lot of rubbish had been left by a previous owner and has suggested this as a possible solution**

Discussed whether the cost of hiring a skip for the allotments should be split between the allotment holders.

It was agreed that this cost would be covered by the Parish Council and that the Clerk would add a note when sending the invoices to urge allotment holders to make use of the skip and have a good tidy of their individual allotments.

Skip to be hired for the end of January – Clerk to get in touch and organise this.

- d. Discuss the B4450 Station Road & Station Road (Kingham) proposed 40mph speed limit**

Cllrs agreed that there were no objections to this new proposal. Clerk to email response.

Following this, discussions were had about how to limit the speed of vehicles coming into the village, particularly the road from the Station to The Mill.

Options discussed were solar signs and purchasing a speed gun.

The high cost and how time consuming a speed gun would be were considered and it was concluded that the Council would not look further into this option at this time.

Cllr Hibbert-Biles to send costs for a solar sign (smiley face and smaller speed flash sign options).

- e. To discuss going ahead with the Charity insurances**

Confirmed that the Clerk would go ahead and purchase both insurances.

- f. To consider the website. Currently receiving a large amount of spam that appears to be linked to the Wordpress site and the contact page. There is a PHP conflict (programming language at back end of the website) with one of the plug-ins that require updates. The site may need some attention by a professional**

Decision to get in touch with Jim, who looks after our computer issues. Jim will correspond with the Clerk to rectify these issues.

- g. To consider churchyard tree contribution**

Decided to wait until a quote for the churchyard trees was obtained. Contribution to be re-discussed once we have received these.

- h. To discuss ‘Use of S106 money Swailbrook Place’ – update on Wicksteed and play areas**

Meeting with Wicksteed on morning of 17<sup>th</sup> December to discuss options for new play area equipment and get quote.

It was suggested that some of the money should be used to update Swailbrook Places’ entrance and add some greenery. It was noted that the Section 106 money was agreed to be used for the play areas.

Signed

(Chairman)

Date

# Kingham Parish Council

Swailbrook Places' appearance was discussed further and agreed on looking further into the original planning application located in the Village Hall.

The OCC may also have some responsibility into the appearance.

## 9 Planning

### a. 20/03325/PN56 Change of use of agricultural building to dwelling/Barn at Churchill Road Kingham Chipping Norton Oxfordshire OX7 6TA

Question of whether the development was permitted within Class Q was discussed. Non-equestrian and not agricultural.

Council to re-draft letter. Once re-drafted and agreed, Clerk to send via usual planning portal and send directly to Stuart McIver and Andrew Beaney from WODC.

### b. 20/03175/HHD Proposed first floor side extension over existing shed/Cooks Cottage West End Kingham

No objections/comments.

### c. 20/03344/HHD Erection of single storey rear extension/Penstone 5 The Grange Kingham

No objections/comments.

### d. 20/03726/FUL | Redevelopment of existing barn and surrounding yard to create 4 no.dwellings within the current envelope, with associated parking structures and landscaping | Church Farm Buildings Nether Westcote Chipping Norton Gloucestershire OX7 6SD

Council was contacted directly by a representative from Nether Westcote via email. It was noted that the lighting for the development should be forgiving and the impact on bats should be taken into consideration. Clerk to respond.

### e. Previous applications – updates

No Mill House developments. Noted that it was going to committee in January 2021.

## 10 Finance

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

Payments were approved and made for the following:

Gemma Tindsley – Clerk Salary	chq 101007	£439.87
Information Commissioner – Data Protection	chq 101008	£40.00
Moore – External Auditors	chq 101009	£240.00
OALC – Clerks The Knowledge (training)	chq 101010	£120.00
OALC – Preparing for Year End for Clerks & RFOs	chq 101011	£60.00
Bruern Farms – Christmas Tree	chq 101012	£210.00
WODC – Ground Maintenance	chq 101013	£292.87
James Warne – Expenses for Zoom & Domain/Hosting	chq 101014	£184.77

### b. Monies received

Nil

### c. Bank account update – Parish Council current account balance as of 30 October 2020 - £40,572.11

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

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

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

## 11 To receive items for information only and for next agenda

### a. Changes to the Precept/Budget 2021-22 – to discount 100 Club funds and re-send Precept.

## 12 Next meeting

Wednesday 20 January 2021 at 7.30 pm

Meeting closed at 8.55 pm

Signed

(Chairman)

Date