**Minutes of the Meeting of Kingham Parish Council**

**Held on Wednesday 17 February 2021, 7.30 pm via Zoom – 20210217**

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

**Absent:** Cllr Hibbert-Biles

**Clerk**: Gemma Tindsley

**Also present:** Three 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 Cllr Hibbert-Biles

**3 To approve and sign minutes of meeting on 20 January 2021**The minutes of the meeting on 20 January 2021 were approved and signed.

**4 To receive declarations of interest from members**Cllr Blomefield declared an interest regarding item 9a.

**5** **Public participation**

 Michael has mentioned the volume of potholes currently in the village due to an increase in traffic, construction vehicles and development in the area. Clerk to contact Cllr Hibbert-Biles and ask who to contact at OCC.

 James L mentioned the damage to the grass verge where development work was taking place next to Wiggalls Corner. Clerk to contact contractors.

**6 To receive reports from WODC and OCC councillors**WODC – no report
OCC – Cllr Hibbert-Biles absent

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

The Clerk’s report had been circulated to Councillors prior to the meeting. No comment

**8 Business**

**a. To discuss quotes from Wicksteed re. restoring/new play equipment for The Green.**

 Cllrs agreed that they wished to keep the area small and not make it into a traditional playground.

 Not to move further afield.

 Cllr Warne presented the options that Wicksteed had given.

 The addition of a few small play pieces, such as a see-saw was agreed. To keep it small scale, a few none-moving items.

 To keep The Green ‘The Green’, so that the space is available to everyone.

 Clerk to look at different suppliers.

**b.** **To discuss weeds and state of the play equipment on the football field.**

Discussed that the play area requires a gardener.

 Clerk to contact a gardener to keep the village car park and play area tidy.

**c. To discuss the grit salt at the Village Hall.**

Cllr Sale to re-fill later in the year.

 **d. To consider the revised quotes that have been received for the posts to be re-instated near The Green and surrounding areas.**

 Discussed the option of curb stones, but agreed that these would be costly.

Considered the highway problem, looking at all issues, including both sides of west street that are also eroding. Clerk to email Cllr Hibbert-Biles about whose responsibility it is on West Street.

Clerk to contact Churchill Surfacing Contractors to agree quote and work.

Also discussed was the new 40mph speed limit along Station Road – Clerk to contact re. new signage.

**e. To discuss Defibrillator maintenance and checks – Community Heartbeat Trust**.

 Cllr Warne and Clerk to meet up and check defibrillators.

**f. To discuss better road signage at Bury Close – complaints regarding delivery driver’s erratic driving and not realising that it is not through road.**

Clerk to contact Cllr Hibbert-Biles re. signage at Bury Close and also to contact Cottesway Housing (the contractors)

**g. To discuss the Annual Meeting date. Keith Butler circulated an email to suggest dates between 10th and 24th May.**

AGM will take place on the 3rd Wednesday of the month of May.

**h. To discuss what happens to the old Parish computer..**

Erase the old laptop and Clerk to arrange giving it to a charity

1. **To consider writing a CEP (Community Emergency Plan). The OCC Community Planning Officer has written to encourage Parish Councils to have CEPs of their own in place. He has highlighted that, as a local community, it may be useful to identify what resources you have within your area which may be mobilised in the event of an emergency to prepare for and reduce the impact it has on your residents.**

Cllrs have noted that these have already been done.

1. **Planning**
2. **20/03526/LBC | External alterations to rebuild the existing stone piers to widen the existing access and erection of new gates | Old Pound House The Green Kingham Chipping Norton Oxfordshire OX7 6YD (20/03525/HHD | Rebuilding of existing stone piers to widen existing access and erection of new gates | Old Pound House The Green Kingham Chipping Norton Oxfordshire OX7 6YD)**

No objections/comments.

**b. 21/00057/HHD | Alterations to include erection of a single storey front extension and side porch and the construction of a detached garage with hobbies room above. | Woodmill Cottage Kingham Chipping Norton Oxfordshire OX7 6UJ**

 Not our constituency.

1. **21/00143/HHD | Aterations to include the removal of the existing single-storey side extension. Erection of a two storey and single storey side extension and associated external works. | Kingham Lodge West End Kingham Chipping Norton Oxfordshire OX7 6YL**

No objections/comments

1. **21/00356/CND | Discharge of condition 8 (Construction Travel Management Plan) of planning permission 20/01103/S73 | Former Station Garage Station Road Kingham Oxfordshire**

Advisory/no comments

1. **21/00355/CND | Discharge of condition 10 (drainage strategy) of planning permission 16/02113/FUL | Former Station Garage Station Road Kingham Oxfordshire**

Advisory/no comments

1. **Previous applications – updates**
* 20/03286/FUL | Conversion of existing barn to create a new dwelling | Farm Building At E426163 N224706 Kingham Oxfordshire

NB planning application has been refused for AONB reasons (letter dated 26th November and published on website on 1st February)

* 20/01165/FUL | Redevelopment of site to provide a new 33 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 Chipping Norton Oxfordshire OX7 6UH

Clerk to send letters re. S106 and railway bridge

**10** **Finance**

**a. To approve current expenditure and sign cheques**None

**b. Monies received**

None

**c. Bank account update**

No update. Changing signatories and address details, so no bank statement has been received.

**d. To approve budget update** – No update. Changing signatories and address details, so no bank statement has been received.

**e. To approve finance update** – No update. Changing signatories and address details, so no bank statement has been received.

**f. To approve bank reconciliation** – No update. Changing signatories and address details, so no bank statement has been received.

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

Ex-Chairman of the Parish Council, Chris Harvey, past away. The funeral procession will be passing through Kingham at 11:20/11:30am on Tuesday 23/02/2021.

Clerk to source who the signatories are for the Blackrock account.

Clerk to look for survey carried out on the amount of HGV vehicles going through the village.

**12 Next meeting**Wednesday 17 March 2021 at 7.30 pm. **Meeting closed at 9.15 pm**