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

**Held on Wednesday 28 April 2021, 7.30 pm via Zoom – 20210428**

**Present:** Cllrs K Hartley, J Warne, R Sale, J Hart, W Blomefield, A Unwin, M Dare, J Dewar & H 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**
None.

**3 To approve and sign minutes of meeting on 17 March 2021**The minutes of the meeting on 17 March 2021 were approved and signed.

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

**5** **Public participation**

**6 To receive reports from WODC and OCC councillors**WODC – No report.
OCC – No report.

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

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

**8 Business**

**a. To discuss Swailbrook Place and the soft/hard landscaping for the area, specifically what was approved.**

 Cllrs discussed the approved soft/hard landscaping for Swailbrook. Agreed that the contractors have carried out the necessary landscaping according to the approved plans.

 **Action:** Clerk to contact planning re. the approved street maintenance management team.

Was it agreed that the maintenance management was to be taken over by the street residents, rather than the property management team?

**b.** **To discuss the displaying TalkingSpace Plus posters on noticeboard and in newsletter.**

 **Action:** Clerk to contact TalkingSpace Plus to ask for draft poster before agreeing to put it up on the noticeboard or in the newsletter.

**c. To consider the Parish Council having their own Facebook page.**

 Initial idea is to place a link for the Kingham Village website onto the Newsletter, rather than launch own Facebook page, to try and drive traffic to the website.

Discussed the fact that there is already a Kingham Village Facebook page and that having a separate Facebook page for the Council may not be needed.

 **d. To consider how to make use of the ‘Relief in Need’ funds.**

 ‘Relief in Need’ – scheme set up for elderly/disabled/poor – vouchers for the over 65s were originally available in the shop.

There was an initial check with the Charity commission concerning what the money could be used for – book bursaries were advertised – this was not very successful.

This is to be discussed further during May’s meeting.

**Action:** Clerk to find out exact figures for Black Rock and Current Fuel Allotment account.

 **e. To discuss the New Community Group regarding Traffic – Burford ban.**

WITHTAG is a group set up to discuss the effect that the Burford ban has had on the surrounding roads/villages.

The closest impact to Kingham is the Adlestrop bridge – their TRO (Traffic Regulation Order) will remain in force at the same time as the Burford one.

WITHTAG have sent out questionnaires to the haulage companies.

Cllrs feel that there is nothing directly effecting the village at the moment, however Cllrs do have a contact if needed.

 **f. To discuss partnership documentation sent from Gigaclear.**

Discussed the contract re. the marketing clause. Cllrs didn’t feel that it was a concern and we should go ahead and sign the contract.

**Action:** Clerk to sign the contract and send back to Gigaclear.

 **g. To consider filling in questionnaire for CPRE Oxon – Sustainable Water Campaign.**

 **Action:** Clerk to re-send questionnaire to be filled in by Cllrs who wish to. Clerk to send off once the completed questionnaires have been received.

 **h. To discuss SSEN grant for community projects.**

Cllr had no relevant community projects to propose for grant.

1. **To consider Cottsway and the chain link fence.**

 Cllrs agreed that Cottsway should go ahead with the remedial work that they suggested.

**j. To consider bench on West Street.**

The resident that would be most affected on West Street were asked for their opinions on the proposal of a bench. The response was mainly negative.

The doner withdrew their offer of a bench based on these comments.

 **k. To discuss the roof of the small building for the electricity supply on the Green – loose tiles.**

Slates need to be replaced. Cllr Hartley has taken responsibility for this.

 **l. To discuss the parking situation on Church Street due to the pubs re-opening.**

Noted that the Plough have implemented measures to try and appease the parking situation. There is a sign outside the pub and it is mentioned on their website.

Discussed yellow lines in certain areas around the village – limited yellow lines on corners, particularly the corner next to the church by The Wild Rabbit.

 Concerned about Cozens Lane and noted that an emergency service vehicle wouldn’t fit down that lane.

Cllr Hibbert-Biles to contact WODC re. the possibility of painting yellow lines on certain problem areas within the village and speaking to the Wild Rabbit.

Yellow lines were also considered with reference to The Mill House development.

Cllrs discussed The Plough’s reduction in their parking area and the additional seating that has been placed around the edge of the car park.

Cllrs will review this once the pubs re-open indoors. Give it time to see whether this additional seating in the car park will have a negative effect on the village, especially with reference to parking and noise.

1. **Planning**
2. **21/00490/HHD |Alterations to include erection of a first floor rear extension, re roofing, changes to fenestration, reposition main chimney on rear roof slope and the addition of new external chimney stack to side (North East Elevation) | Lower Barn West Street Kingham**

 No objections/comments.

1. **21/00545/HHD | Provision of two dormer windows to garage | Hays House Church Street Kingham**

Planning had gone through for this.

Cllrs discussed email correspondence re. the planning application.

1. **21/00567/HHD | Erection of a single storey rear extension and new porch, rendering of existing external walls | 4 Orchard Way Kingham Chipping Norton**

No objections/comments.

1. **21/00592/FUL | Conversion of redundant agricultural stone barns into 4 self contained holiday let accommodation units together with associated works | Rynehill Farm Kingham Chipping Norton Oxfordshire OX7 6UL**

No comments/Not our Parish.

1. **21/00364/FUL | Conversion of redundant farm buildings and erection of new buildings to provide 5 dwelling houses for use as second homes/holiday homes together with an indoor amenity area, construction of an underground car parking area and outdoor swimming pool. Demolition of redundant farm buildings and associated works | The Barns Kingdom Oxfordshire**

No comments/Not our Parish.

1. **Previous applications - updates**

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

* Noted that Thames Water have stated that the sewage systems are adequate for this large development – Cllrs were not convinced by this, but it agreed that it was hard to argue with their experts.
* **Action:** email the Planning Officer to find out what is happening with the development – when are we going to hear a conclusive answer?
* S106 money from Swailbrook Place was discussed.

**Action:** contact the WODC and find out when we will have access to this money to be able to put it to use.

**10** **Finance**

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

Community Heartbeat chq 101034 £100.80

 Community Heartbeat chq 101035 £88.80

Gemma Tindsley Clerk Salary P12 chq 101036 £573.61

Community First Oxfordshire Subscription chq 101037 £70.00

Ubico Limited chq 101038 £46.22

Churchill Surfacing Contractors chq 101039 £2,482.50

**b. Monies received**

None

**c. Bank account update**

Parish Council current account balance as of 31st March 2021 - £35,736.73

1. **To approve budget update**

Updates circulated to Council were approved.

1. **To approve finance update**

Updates circulated to Council were approved.

1. **To approve bank reconciliation**

Reconciliations circulated to Council were approved.

1. **To receive items for information only and for next agenda**

Cllr Hibbert-Biles said farewell to the Parish Council as she will be retiring on 6th May. Cllrs thanked her for all of her help during her service as a Cllr.

Cllr Hibbert-Biles to send over her leaving notes.

**12 Next meeting**Wednesday 19 May 2021 at 7.00 pm.

**Meeting closed at 9.05 pm**