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

**Held on Wednesday 21 July 2021, 7.30 pm - 20210721**

**Present:** Cllrs K Hartley, R Sale, J Hart, J Dewar, A Unwin & W Blomefield

**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 June 2021**The minutes of the meeting on 17 June 2021 were approved and signed.

**4 To receive declarations of interest from members**Cllr Blomefield has declared an interest in point 9a.

**5** **Public participation**

 None.

**6 To receive reports from WODC and OCC councillors**WODC – have launched a loyalty app. Cllr Beaney to send details.
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 the car parking issue on Church Street and Cozens Lane – Cllr Geoff Saul will be joining the meeting.**

Discussed previous ideas to combat the parking problem. These included a one-way system, however the road was too narrow; and residents parking only, which wasn’t viable due to policing.

There are ‘Keep Clear’ markings already in place.

Discussed the traffic flow and the reasons for the increase, including the two popular pubs, Daylesford and more holiday lets.

Cllr Saul suggested that the Parish should consider parking signage and showed some images of signs that had recently been placed in the village of Clanfield.

The additional potential parking near Fowlers House was discussed. Clerk had previously attempted to contact the OCC, but could not get a definitive answer about whether an application had been made for an official car park. Cllr Saul to look into further.

Highway Officer (James Wright) to perform site visit to assess the parking situation, where the best place would be for the potential parking signs and an estimate of costs for the signs.

**Action:** Clerk to email and organise site visit with Highway Officer.

Discussed the possibility of The Wild Rabbit and The Plough paying a proportion of the invoice for the signs.

Feastival trucks were also considered as they are not supposed to be coming through the village.

**Action:** Clerk to contact Feastival organisers to ask what provisions they will be taking to divert the trucks away from the village.

**b.** **To discuss the unmown/strimmed lawns and uncut hedgerows along Station Road and the lawn on the corner of Station Road/Field Road.**

 **Action:** Clerk to email WODC about currenting lawn on corner of Field Road

**c. To consider donating to Chipping Norton Theatre as per the email forwarded.**

 **Action:** Clerk to write cheque for £50 to Chipping Norton Theatre.

 **d. To discuss metal tree guards for the replaced trees on The Green.**

**Action:** Clerk to look into costs for protection of the new trees. Look at other options, other than just the metal tree guards.

 **e. To consider the state of the play area on the All Blacks field.**

The Section 106 money from Swailbrook was discussed in relation to new play equipment for the play area.

 Cllr Beaney to chase – need to know when the Council can get the money and how much it will be.

 **f. To consider transferring the website hosting account to the Parish Council debit card.**

**Action:** Clerk to place the details in the Parish Council’s name and use the debit card.

**g. To discuss the notice board on the Village Green and advertising.**

Cllrs clarified to the Clerk that the notice board on The Green is a Village noticeboard and not for advertising.

**Action:** Clerk to begin placing the minutes from the Parish Council meetings on this notice board.

**h. To consider coned off and signed area at Manor Farm Close – whether it is legal.**

**Action:** Clerk to raise this query with the OCC Highways Officer. Cllr to help with photos and plan.

1. **To discuss the speed limit signs from The Mill House to the Trigmoor turning – whether a letter/email should be sent to reduce the 60mph speed limit.**

 **Action:** Clerk to query when sending email to the Highways Officer.

 **j. To discuss the lease for Heydens Field.**

Chairman noted that this lease is run by the Trustees.

 The lease is due out for tender in September 2021.

 **Action:** Clerk to find lease agreement to look at date for next tender.

Member of the public informed Council that Adcraft Field has Ragweed – need to be removed before proved to be hazardous.

 **Action:** Clerk to add note onto newsletter to ask for help from the Parish to remove the plant from the field.

1. **Planning**
2. **21/02223/HHD | Proposed extension & internal alterations including: replace old boiler shed with new boiler room with pool changing facilities. Re-instatement of glass house linked to the Coach House. Demolition of stables & garden store building and construction of a carport & garden store | Old Pound House The Green Kingham Chipping Norton Oxfordshire OX7 6YD**

No obejctions.

1. **21/01189/FUL | Change of use of land to increase the domestic curtilage, removal of garden structures and walls. Erection of a pool house and gym, garden store, greenhouse, art studio and an outdoor pool along with associated landscaping. | Old Rectory Cottage Church Street Kingham Chipping Norton Oxfordshire OX7 6YA**

**Action:** Clerk to send comments to Planning Application portal. Cllrs have already sent email with comments to Clerk.

1. **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. (Amended plans and description). | Mill House Hotel Station Road Kingham Chipping Norton Oxfordshire OX7 6UH**

Cllrs discussed the new proposal for this application ahead of the Uplands committee meeting on Monday 26th.

Considered the Section 106 money and the proposed ‘Greenway’ – all agreed that it doesn’t benefit the village. It is of sole benefit to the owners of the site.

It is an agricultural track.

Noted to the OCC and WODC that it would be useful for the planning committee to come and meet with the Parish Council to talk through the plans.

**Action:** Clerk to submit comments to the Planning Application portal and also directly to the Planning Officer for our comments to be heard at the committee meeting.

**10** **Finance**

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

Gemma Tindsley chq 101048 £559.21

Gemma Tindsley Expenses chq 101049 £17.74

WODC chq 101050 £538.84

BPO Collections Ltd chq 101053 £101.79

S. Elliott – deposit refund chq 101054 £25.00

WODC chq 101055 £260.48

Ubico Ltd chq 101056 £16.87

James Warne chq 101057 £92.45

**b. Monies received**

None

**c. Bank account update**

Parish Council current account balance as of 21st July 2021 - £44,808.99

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**

New bench is to be installed opposite The Plough soon.

The decision regarding The Mill – Cllr Beaney will be in touch Monday evening to let the Council know.

Archives – digitalised documents/Archive key – suggested that it should be with a Councillor. Cllrs will telephone Derek re. Archives. They are affiliated with Oxford Archives.

1. **Next meeting**Wednesday 18 August 2021 at 7.30 pm.

**Meeting closed at 8.45 pm**