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

**Held on Wednesday 15 September 2021, 7.30 pm - 20210915**

**Present:** Cllrs K Hartley, R Sale, J Dewar, A Unwin, J Hart & 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 18 August 2021**The minutes of the meeting on 18 August 2021 were approved and signed.

**4 To receive declarations of interest from members**None.

**5** **Public participation**

 Clerk read out a statement regarding the new meeting protocol:

*The Parish Council actively encourages public participation during their monthly meetings. The Council would therefore like to adopt a new system during these meetings in order to give everyone the opportunity to have their say.*

*If possible, please email the Clerk to inform the Council of which point item on the agenda you wish to comment on prior to the meeting.*

*During the meeting, when the Chairman asks whether there is any Public Participation, please make it known which item point you would like to comment on.*

*Once the item point is raised, the Councillors will discuss and then give those that have given notice the opportunity to have their say.*

*This way, we hope that everyone who wishes to, will have their turn to speak.*

*We hope this makes sense and look forward to welcoming you to the Parish Council meetings in the future. If you do have any questions, please contact the Parish Clerk –**kinghamparishcouncil@gmail.com*

No 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 who’s responsible for the maintenance of the large trees on West Street**

It was noted that the OCC came out to inspect the trees whilst Gigaclear were carrying out work and would appear that they took responsibility for the trees on West Street.

 **Action:** Clerk to contact OCC and check who is responsible for the trees.

**b.** **To consider the dropped kerbs outside the Village Shop – not enough to discourage parking?**

Concluded that the dropped kerbs were of no highway use. The Parish Council are not looking any further into this.

**c. To discuss the RoSPA inspection of the play areas and their recommendations.**

Clerk has already contacted Wicksteed with the inspection report and asked for advice and costs.

Agreed that the rotating seats on The Green needs to urgently be fixed or replaced as it is a safety issue.

A site visit with Wicksteed to be set up and attended by Council representatives, along with the Clerk.

**Action:** Clerk to contact Churchill Surfacing Contractors to replace the bearings on the rotating seats on The Green – to make it safe until a more permanent solution is agreed.

Clerk to chase Wicksteed regarding email that has already been sent.

**d. To discuss the information sent from Cllr Beaney regarding Fowlers House.**

Planning was originally for HMO. Cllr Beaney will go to check whether the planning application is being revised – do they have to re-submit.

**e. To discuss the Bridleway from Kingham to Daylesford.**

Councillors have researched into the ownership of the bridleway.

There is a discrepancy between the map and written statement. The track needs to be properly mapped as a bridleway to stop vehicles from driving down it, therefore the OCC needs to be aware of this discrepancy.

Public bridleways are usually owned by the landowner over whose land it passes. Where there are different landowners on either side of the bridleway, ownership of the track may be dealt with in their title deeds, but this is not always the case. The land will be owned by someone, but we have insufficient information to know who. They cannot obstruct the track.

**Action:** Councillor to draft a letter for the Clerk to send to the OCC about the map and statement discrepancy.

**f. To discuss the school parking problem and car park maintenance.**

Problematic car parking near school, people are parking on the pavements at drop off.

Discussed several options to relieve the problem - back to staggered entrance times but it was thought that this wouldn’t be viable with the school start time now.

**Action:** Clerk to contact headmaster to set up meeting to discuss the parking issue.

Car Park gardening maintenance – clerk has tried to contact a couple of gardening companies.

**Action:** Clerk to attempt to try the gardening company again for an estimate.

1. **Planning**
2. **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 OX7 6UH**

The Development Control Committee meeting took place on Monday 13th September and the current application has now been objected. The application has now been withdrawn.

The key argument during the meeting was whether the application was classed as a major development.

An invitation for Mr Stockwell to meet with Lady Bamford was discussed. Mr Stockwell kindly enquired whether the Parish Council wished to attend. The Parish Council agreed that they would thank Mr Stockwell but will contact the Bamfords directly for a separate meeting.

**Action:** Councillor to draft letter to the Bamfords for a meeting to represent the Parish Council’s views.

Please see attached Appendix A – the Parish Council’s summary that was read out at the Development Control Committee meeting on 13th September.

**10** **Finance**

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

Playsafety RoSPA play area inspection chq 101064 £177.00

Gemma Tindsley Salary chq 101065 £694.62

Ubico Ltd chq 101066 £16.87

Gemma Tindsley Clerk Expenses chq 101067 £27.12

WODC chq 101068 £592.19

Moore External Audit chq 101069 £240.00

**b. Monies received**

None

**c. Bank account update**

Parish Council current account balance as of 31st August 2021 - £41,596.94

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**

Clerk informed Councillors of a S106 seminar that she will be attending on 28th September.

Bury Close – Cllr Hartley explained the situation re. housing on Bury Close. The Parish Council helped pass the agreement that went through to prioritize residents or people who have an association with the village for the housing. WODC and Sovereign Housing control the housing and the tenants.

1. **Next meeting**Wednesday 20 October 2021 at 7.30 pm.

**Meeting closed at 8.35 pm**