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

**Held on Wednesday 20 October 2021, 7.30 pm - 20211020**

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

**Absent:** Cllr W Blomefield

**Clerk**: Gemma Tindsley

**Also present:** Five members of the public

**1 Welcome from Chairman**The Chairman welcomed everyone to the meeting.

**2 To receive apologies for absence**
Cllr W Blomefield

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

**4 To receive declarations of interest from members**Cllr J Dewar declared an interest in Point 8c.

**5** **Public participation**

 To comment on point 8d – low hanging branches on around the village.

 Fowlers House – to be mentioned under Point 11.

**6 To receive reports from WODC and OCC councillors**WODC – Be vigilant as COVID-19 is on the increase.
OCC – Council is encouraging 20mph speed limits.

Parish Council to send consultation for 20mph from 30mph.

 No traffic mitigation – signage only.

 2021/2022 – 20mph traffic pilot scheme

 2022/2023 – substantial investment into 20mph speed limits.

 Bus service improvement plan – supportive bus plan service V8 – taking place until 2025. The review for this bus service will be in 2024.

**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 meeting with Lady Bamford re. The Old Mill planning application.**

Currently waiting for a date/time to be confirmed for the meeting. Three Councillors will be attending to represent the Parish Council.

 **Action:** Clerk to email and find out who will be representing the Bamfords at the meeting.

**b.** **To consider Allotment Plot 5A.**

Allotment plot 5A was to be considered a community allotment plot with volunteers keeping it tidy.

Cllrs agreed that, whilst a lovely idea, it would not be practical.

**Action:** Clerk and Chairman to review allotment plots – meeting to be arranged separately to discuss.

Clerk to email plot owner.

**c. To discuss the costs per cut (mowing grass) at St Andrews.**

**Action:** Clerk to email and ask what he feels would be an appropriate increase. Councillors will review in the next meeting.

**d. To discuss low branches on The Green.**

A number of the trees on The Greens’ branches are hanging below head height.

Public participation: From Manor Farm going around to Cozens Lane there are trees that need attention.

 Garden House and The Beehive have trees that require pruning.

 **Action:** Clerk to contact local tree surgeon to come and quote for trees on The Green.

 Clerk to send emails/letters to owners of the trees that most urgently need pruning.

Clerk to put a notice in the Newsletter to remind all Kingham residents to cut low hanging branches.

**e. To discuss hedge trimmings.**

The hedge trimmings were carried out last year and all Councillors agreed that it should be done again this year.

**Action:** Clerk to contact two local companies for the hedge trimmings on both sides.

**f. To discuss the meeting with the Kingham Primary School Headmaster and parking.**

Problematic parking on the pavements.

Councillors also discussed gravel replacement after the contractors for the school had a skip last week.

**Action:** Clerk and Councillor to attend a meeting with the Headmaster to discuss whether a solution can be made to the parking issue during the school run.

Ideas will be looked further into by the Clerk.

**g. To discuss the email sent from the Highways Officer regarding the 40mph speed limit.**

The speed limit halfway along Station Road and towards Kingham Station has been reduced to 40mph, however a small section of the road remains at the national speed limit up until the 30mph speed limit into the village. The Councillors questioned why this small stretch of road was not also 40mph.

The Clerk commented on the email sent around to the Councillors from the Highways Officer about the high fees involved with getting the OCC to conduct a survey onto the small stretch of road along Station Road.

**Action:** Clerk to contact Churchill and Bledington Parish Councils, as this particular part of the road is in their jurisdiction.

1. **Planning**
2. **20/03226/LBC | Internal alterations to include changes to each floor layout, removal and relocation of first to second floor staircase, addition of underfloor heating and the reopening of a blocked door way. External alterations to include removal of existing boiler room, erection of a detached single storey outbuilding and bin storage unit, part conversion of existing garage to ancillary guest accommodation, insertion of roof lights to main dwelling along with replacement of roof tiles and existing central chimney | Judges Cottage Church Street Kingham Chipping Norton Oxfordshire OX7 6YA**

Materially effecting parking on the property, which could lead to a problem with parking on Church Street.

The rest of the project appears to be internal.

**Action:** Councillor to draft a letter to Planning Department and Clerk to send to appropriate Planning Officer.

1. **20/03225/HHD | Alterations to include removal of existing boiler room, erection of a detached single storey outbuilding and bin storage unit, part conversion of existing garage to ancillary guest accommodation, insertion of roof lights to main dwelling along with replacement of rood tiles and existing central chimney| Judges Cottage Church Street Kingham Chipping Norton Oxfordshire OX7 6YA**

Comments same as above.

1. **21/03126/S73 | Variation of condition 2 of permission 20/03175/HHD to replace an existing window with a timber casement to match the style of other existing windows on the cottage and alterations to the apex of the hipped roof. | Cooks Cottage West End Kingham Chipping Norton Oxfordshire OX7 6YL**

No comments.

**d. 21/03347/FUL | Demolition of existing dwelling and outbuildings. Erection of a replacement dwelling and outbuilding together with associated works and landscaping. | East Lodge The Green Kingham Chipping Norton Oxfordshire OX7 6YD**

New planning application that came through on the day of the meeting.

 Involves removal of some of the trees.

 The plans are difficult to see online – Cllr Beaney to send copies.

 **Action:** Clerk to ask for an extension to make comments to Planning Department.

**10** **Finance**

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

Ubico Ltd chq 101070 £16.87

Diocese of Oxford chq 101071 £84.00

Gemma Tindsley Clerk Salary chq 101072 £700.39

Gemma Tindsley Clerk Expenses chq 101073 £13.02

WGT Fencing chq 101075 £1,680.78

A Pilkington chq 101076 £440.00 K J Millard Skip Hire chq 101077 £228.00 Kingham British Legion chq 101078 £25.00 Information Commissioner chq 101079 £40.00

**b. Monies received**

WODC ½ Precept £14,644.00

Heydens Field Rent £840.00

**c. Bank account update**

Parish Council current account balance as of 30th September 2021 - £55,257.19

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**

Garden House – concerned about the condition of the wall.

**Action:** Clerk to send a letter to the residents.

Lucketts House – part of wall removed and never replaced. Cllr Beaney to investigate the wall removal.

Mill House – Thames Water have been at the pumphouse a lot.

**Action:** Clerk to contact Thames Water and ask what is happening/is there an issue.

1. **Next meeting**Wednesday 17 November 2021 at 7.30 pm.

**Meeting closed at 8.15 pm**