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

**Held on Wednesday 17 November 2021, 7.30 pm - 20211117**

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

**Absent:** Cllr A Unwin & J Hart

**Clerk**: Gemma Tindsley

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

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

**2 To receive apologies for absence**
Cllr A Unwin & J Hart

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

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

**5** **Public participation**

 None

**6 To receive reports from WODC and OCC councillors**

OCC – 20mph speed limits have now been approved – facility is open for application.

The Council can apply for part or whole village to have a 20mph speed limit.

 The application can be strengthened with the support of an OCC member – Cllr Saul has said that he’d be happy to do that for KPC.

 There will be competition for funding – a highways officer can assess the speed limit reduction and make a case.

 There will be no funding the until 2022/23 – if the KPC want the speed limit to be effective before then, they will have to fund the signage themselves.

 Possible consideration – proposal to be sent to OCC – online function to do this.

 Sustainable warmth funding approved - £3.3 million – heat source pumps etc – funding to be spread across the whole of Oxfordshire.

 Funding for properties with income under £30,000 per year and D/E energy performance certificates.

 Local community encouraged to fill in survey – Health Watch Oxfordshire ([What is it like accessing health and care services and living in Chipping Norton in 2021? (smartsurvey.co.uk)](https://www.smartsurvey.co.uk/s/accessinghealthandcareservicesinChippingNorton/)

WODC - Fowlers House discussed. It is understood that planning permission is only required if the property has over 6 bedrooms.

**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 state of the shrubs, bushes and brambles overhanging on the pavements in the village – particularly outside Rectory Cottage and around the back of the Village Hall.**

 **Action:** Clerk to contact Rectory Cottage and KGS about the brambles.

**b.** **To consider placing bollards near the school to avoid car parking on the pavements.**

Response from the Highways Officer discussed.

Discussed the possibility of a drop off service outside the school.

20mph speed limit during school-run discussed briefly.

**Action:** Clerk to contact Highways Officer to come and see us.

**c. To discuss the car park repair estimate.**

**Action:** Clerk to find previous invoice and forward around to Councillors before decision.

**d. To discuss the salt bins.**

Cllr Sale has filled up the salt bin near the village hall. The salt bin by the playing field is broken and needs to be replaced.

 **Action:** Clerk to organise the removal of the broken salt bin and purchase a new one.

**e. To discuss the play equipment.**

Clerk to meet with Wicksteed on 18th November to discuss new play equipment at playing field. Clerk to report back during the next meeting.

**f. To consider the Christmas Tree**

Discussed the date that the Christmas tree should be delivered, agreed to be delivered before the weekend of 4th / 5th Dec.

Considered purchasing a star to place on top of the tree.

**Action:** Clerk to contact Bruern Farm to order the 20ft Christmas tree for delivery wk commencing 29th December.

Clerk to research into purchasing a star for the top of the tree and send the quotes to Councillors.

1. **Planning**
2. **21/03602/HHD | Alteration to external rear elevation and alterations to ground floor internals | Jasmine House The Green Kingham**

**AND**

**21/03603/LBC | Alteration to external rear elevation and alterations to ground floor internals | Jasmine House The Green Kingham**

Discussed supporting the issues that a neighbouring house had with the planning application.

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

1. **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**

Discussed that the character of the new build was not an issue as the bungalow already situated on the plot would probably not have been given planning permission.

The view over to Churchill was considered and whether the new build would block it.

It was agreed that a proper construction plan would be required, given its proximity to the Primary School. Parking on-site, rather than on the roadside would be essential.

WODC must be aware that the Parish Council requires a Construction Management Plan.

**Action:** Councillor to draft a letter to the Planning Department listing our recommendations/issues and Clerk to send to Planning Officer.

1. **18/03527/FUL | Change of use of dwellinghouse to house in multiple occupation (HMO). | Fowler House Church Street Kingham Chipping Norton Oxfordshire OX7 6YA**

Please see point 6. WODC have given an update.

**10** **Finance**

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

Gemma Tindsley Clerk Salary chq 101080 £985.80

Gemma Tindsley Clerk Expenses chq 101081 £7.92

Ubico Ltd chq 101082 £16.87

WODC Grounds Maintenance chq 101083 £592.19

Churchill Surfacing Contractors – Legion Car Park chq 101084 £360.00

WGT Fencing chq 101085 £1,440.00 Kingham Village Hall Hire chq 101086 £72.00 Oxfordshire Association of Local Councils chq 101087 £66.00 Chipping Norton Green Gym chq 101088 £60.00

Jeremy Sealey chq 101089 £250.00

SSE chq101090 £76.15

**b. Monies received**

None

**c. Bank account update**

Parish Council current account balance as of 29th October 2021 - £52,443.77

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**

Millenium Wood – fence around the wood and Millenium Wood gate needs repair works.

**Action:** Clerk to contact WGT Fencing to quote for the gate and fencing. Nicholsons to be contacted for a quote on hawthorn hedges as an option for bordering the woods, rather than fencing.

Queens Platinum Jubilee discussed and what the village will do to mark the occasion.

One idea was to mark the event was with a new play area on the playing field.

**Action:** Clerk to add a notice in the Kingham Newsletter to ask for any ideas for the Queens Platinum Jubilee.

1. **Next meeting**Wednesday 15 December 2021 at 7.30 pm.

**Meeting closed at 8.25 pm**