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

**Held on Wednesday 16 November 2022, 7.30 pm - 20221116**

**Present:** Cllrs K Hartley, A Unwin, R Sale, T Hunter, E Campbell and J Dewar

**Absent:** Cllr G Saul, W Blomefield and J Hart

**Clerk**: Gemma Tindsley

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

**2 To receive apologies for absence**
Cllr W Blomefield, J Hart and G Saul.

**3 To approve and sign minutes of meeting on 19 October 2022**The minutes of the meeting on 19 October 2022 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 - Cllr Saul was absent

WODC - 5-year land supply plan is confirmed as below 5 years and so the points in the local plan cannot be used to reject a plan. If the parish council wishes to object to a plan, they must use the National Planning Policy Framework (NPPF) as this is the plan currently being used.

Due to not having a land supply it will be more difficult, but not impossible, to reject plans put forward as we are expected by the government to have 5 years’ worth of planning.

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

The Clerk’s report was not circulated this month due to Clerk feeling unwell.

**8 Business**

1. **To consider extending the pavement from the Legion to the front of Judges House.**

The Councillors discussed that this was considered a while ago. It was concluded that it wouldn’t happen because of the steep incline.

**Action:** Clerk to contact OCC to query who owns the land and whether a pavement would be viable.

1. **Discuss delivery of Christmas Tree and set up.**

The Christmas Tree has already been ordered from Bruern Farm.

Bruern was going to deliver the tree the first weekend of December, however the Councillors were not available.

Councillors agreed to put the tree up weekend of 11th December.

**Action:** Clerk to contact Bruern and ask them to delay the delivery for a week.

1. **To choose which nets that should be purchased for the Playing Field.**

**Action:** Clerk to order nets for playing field.

The Councillors discussed security regarding the nets.

A suggestion was to get a solid post placed on the green and chain the nets to these.

An alternative suggestion by a member of the public was to bolt them to the other nets and have a key box to place on the side of the pavilion.

**Action:** Clerk to order key box and carbon steel chains.

1. **Planning**
2. **22/02730/S73 | Variation of Condition 2 and 3 of permission 22/01501/S73 | Old Rectory Cottage Church Street Kingham Chipping Norton OX7 6YA**

**Comments in by: 17th November**

The Councillors discussed the zinc roof and how it may affect the direct neighbours.

**Action:** Cllr Dewar to draft a letter to planning. Clerk to submit letter to the planning portal and send directly to the Planning Officer.

**10** **Finance**

**a. To approve current expenditure and sign cheques**The following payments this month were approved for BACs transfer via email:

Gemma Tindsley – Clerk Expenses £53.75

 Ubico Ltd (60054540) £16.87

 Ubico Ltd (6005528X) £16.87

 Microsoft Office (renewal) £59.99

**b. Monies received**

Rob Oliver (Heydens Field) £840.00

 Kingham Church (Mowing) £80.00

 Kingham Church (Mowing) £80.00

 Kingham Church (Mowing) £80.00

**c. Bank account update**

Parish Council current account balance as of 31st October 2022 - £48,641.97

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**

Councillors discussed next months meeting as it falls on 21st December which is rather close to Christmas.

**Action:** Clerk to contact Ringcraft to see if they can change the day of their meet up. Clerk to get mince pies and mulled wine for the meeting.

Councillors discussed the opening of the play area and what was to be written on the plaque. Cllr Sale will look into purchasing a 3-seater bench for the plaque to go on.

**Action:** Clerk to contact contractor to install a plinth for the bench and Cllr Sale to purchase bench.

The parks official opening will be sometime in January.

**Action:** Clerk to purchase ribbon, prosecco and sweets.

Councillors discussed Clerk’s rate of pay. The Local Government Association (LGA) had come to an agreement of the new pay scales for 2022/23. The Clerk is working on SCP12 level which would be a pay increase from £11.53 per hour to £12.73 per hour. The salary award is backdated to April 2022.

**Next meeting**Wednesday 21 December 2022 at 7.30 pm.

**Meeting closed at 8.10pm**