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

**Held on Wednesday 21 December 2022, 7.30 pm - 20221221**

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

**Absent:** Cllr T Hunter, A Wilson and A Beaney

**Clerk**: Gemma Tindsley

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

**2 To receive apologies for absence**
Cllr T Hunter, A Wilson and A Beaney

**3 To approve and sign minutes of meeting on 16 November 2022**The minutes of the meeting on 16 November 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 G Saul has had a first glance at the 2023/24 highways programme. Carriageway structural improvements are planned on Station Road. This is subject to funding due to inflation of costs.

 Cllr Saul is going to email to mention the state of Church Street road that also requires improvements.

 Cllrs were asked whether they wanted to comment on the Mill House application:

* Mentioned that there was no staff parking allocated. It was stated that the staff would be ferried in, however would like reassure that this would happen.
* Discussed the fact there would be a lot more traffic through the village.
* The Parish Council will draft a letter to comment on the planning application and submit onto the planning portal.
* The sewage issue was discussed again – there was supposed to be a survey done prior to the application being submitted.

**Action:** Clerk to email James from Daylesford to ask about the survey and also ask about Fowlers House parking. The Rabbit guests are supposed to be using it as an overflow car park.

WODC - No representation.

**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**

1. **To consider the insurance renewal policy documents for Kingham Fuel Allotment charity and charity of Charles Edward Baring Young for Allotments.**

Councillors discussed the increase in cost of the insurance.

**Action:** Clerk to query the increase before going ahead with the renewal.

1. **To discuss ‘Speedwatch’ equipment.**

Councillors discussed the cost implications for the ‘Speedwatch’ equipment.

Lynham have the equipment – Cllr Unwin will ask whether we could borrow or hire the equipment.

The OCC have a grant application that may be useful for the ‘Speedwatch’ equipment. Cllr Saul to email Clerk the details.

The Councillors discussed the gate signs that some places have upon entering their village/town and whether that slows down traffic.

1. **To discuss yellow lines.**

Some Councillors are still not in favour of the yellow lines as it is thought that it will push the parking problem elsewhere in the village.

The results of the resident’s survey were 94% in favour of the yellow lines and the Councillors have taken onboard this outcome and will proceed accordingly.

Considering the majority support of residents for the yellow lines by the Church corner, the Parish Council will continue to look at getting further advice from the Highways Officer.

**Action:** Clerk to contact Highways Officer to get further advice following on from the survey results.

**Please note that no money has been spent on this yet.** The Parish Council are firstly exploring the idea with discussions with OCC and seeking the opinions of residents with a survey.

The Councillors continued to discuss the issue with The Wild Rabbit parking and whether they are still using the parking near Fowlers House as an overflow.

**Action:** Clerk to email Ewan from the Rabbit to ask about Fowlers House parking.

1. **To consider the email sent from the Highways Officer regarding a pavement between Judges House and the Legion.**

There was a suggestion to have an access pavement opposite the Legion on the corner, however it was agreed that this was dangerous.

Discussed a zebra crossing, but also agreed that this was too dangerous.

1. **To review Precept 2023/24 budget.**

Clerk to revise the figures as there was an error on the draft budget. If the revised budget shows less than a 5% increase, then this should be put forward.

**Action:** Clerk to send around revised budget and send to WODC.

1. **To discuss the deliveries taking place at East Lodge.**

Clerk explained that she had a discussion with the new owners and now has the head builders number. There haven’t been any delivery issues over the last couple of weeks but will see what happens in January.

1. **To discuss the Rabbit car park and full sign.**

The Councillors discussed this earlier in point 8c.

**Action:** Clerk to contact Ewan from the Wild Rabbit to clarify.

1. **Planning**
2. **22/03301/CLP | Certificate of Lawfulness (erection of a rear single-storey extension). | The Maltings West End Kingham Chipping Norton Oxfordshire OX7 6YL**

Parish Council unable to comment on as it’s a technical point. They are asking whether they need planning permission for a build – certificate of lawfulness.

**10** **Finance**

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

WEL Medical Shop (defibrillator battery) £204.00

 IONAS (Web hosting & domain) £16.82

 ICO (data protection) £40.00

 Gemma Tindsley P7 £737.50

IONAS (Web hosting & domain) £3.00

Chipping Norton Green Gym £60.00

British Legion (wreath donation) £25.00

HMRC £20.57

Ubico Ltd £16.87

Churchill Surfacing Contractors £480.00

WODC (ground maintenance) £310.90

**b. Monies received**

Bamford Charitable Donations (play equipment) £20,000.00

**c. Bank account update**

Parish Council current account balance as of 30th November 2022 - £66,727.31

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**

The bench was discussed for the play equipment – Cllr Sale to send over the link for the bench to the clerk.

**Action:** Clerk to order the bench once Cllr Sale has sent over the details. Cllr Hartley will get in touch with a Contractor for the plinth and bench build. Clerk to email Bamford to ask what name they would like on the plaque. Once Clerk has received all of the information, the blurb for the plaque will be sent to the Councillors to confirm.

The bin lorries are chopping up the verges particularly on West Street.

**Action:** Clerk to contact WODC to let them know.

Pippin Cottage – the toilet and skip are on Parish Council land and may cause damage to the it.

**Action:** Clerk to look on planning application app for details for owner and write letter. The Councillors expect it to be in the condition that it was left in or to undertake action to reinstate.

The salt bins are located on the corner of Station Rd/New Rd, West Street, the junction with Cozens Lane and at the Village Hall. If they are empty, residents should report this to the Clerk @ kinghamparishcouncil@gmail.com

**Next meeting**Wednesday 18 January 2023 at 7.30 pm.

**Meeting closed at 9.00pm**