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

**Held on Wednesday 18 January 2023, 7.30 pm - 20230118**

**Present:** Cllrs K Hartley, A Unwin, R Sale, T Hunter, E Campbell, W Blomefield, J Dewar, J Hart, A Beaney and A Wilson.

2 members of the public.

**Absent:** Cllr G Saul

**Clerk**: Gemma Tindsley

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

**2 To receive apologies for absence**  
Cllr G Saul

**3 To approve and sign minutes of meeting on 21 December 2022**The minutes of the meeting on 21 December 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 - No representation.

**Action:** Clerk to email Cllr Saul and the Highways Officer about the state of Church Street road. Ask Highways Officer to meet in-person to look at road.

WODC - Council Tax has been confirmed and there will be a £5.00 increase on Band D.

Green bins yearly subscription will also be increased by £5 this year.

Merriotts Walk in Witney has been acquired by WODC.

Elections 2023 – if residents are voting in-person they must now have photographic ID. Residents who are voting via post do not require ID.

**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 discuss email sent from John Ellis regarding support from KPC for pathway access to the railway station.**

**Action:** Clerk to forward email to all Councillors for them to comment on.

1. **To consider quote sent from TreeTech.**

Councillors agreed that the tree work needs to be done and agreed on the quote.

**Action:** Clerk to confirm the quote and double check that they will obtain the permission required to carry out the work in a conservation area.

1. **To discuss the damaged walls at Garden House and near the Playing Field.**

One of the Cllrs has already spoken with the owner of Garden House about the fallen wall.

Cllr to ask that they make sure the pavement is clear or that it is made highly visible for people walking past until the wall can be fixed.

**Action:** Cllr to speak with Garden House owner. Clerk to contact a dry stone waller to come and repair playing field wall.

1. **Planning**
2. **22/03465/HHD | Construction of replacement conservatory and installation of new rear facing dormer window to the existing second floor bedroom along with a front facing rooflight. | Goodways Church Street Kingham Chipping Norton Oxfordshire OX7 6YA**

**Comments in by: 02nd February 2023**

**Action:** Cllr to compose a letter for Clerk to send to the Planning Officer and submit on the planning portal. The main points that the Cllrs wanted to highlight in the letter were the importance of a construction plan and specifically how the building materials are going to get to the garden and how the construction vehicles are going to be managed on Church Street which is already a busy and narrow street.

1. **22/03482/FUL | Demolition of existing dwelling and outbuildings. Erection of a replacement dwelling, ancillary garage and pool house. Associated works including swimming pool and landscaping. |East Lodge The Green Kingham**

**Comments in by: 01st February 2023**

**Action:** Cllr to compose a letter for Clerk to send to the Planning Officer and submit on the planning portal. The Cllrs believe this to be a planning creep and out-of-portion to the dwelling.

**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:

Amazon Marketplace (hoover hose for VH) £9.38

Gemma Tindsley P8 £975.99

1&1 IONOS (Web hosting & domain) £16.82

The Soccer Store (Goal nets for Playing Field) £1,755.00

1&1 IONAS (Web hosting & domain) £3.00

Cooperative Food (drinks & mince pies for Xmas meeting) £28.80

Discovery Timber Play Equipment (new play area) £1,800.00

Discovery Timber Play Equipment (new play area) £19,194.00

Gemma Tindsley P9 £636.51

**b. Monies received**

Feastival Donation for play equipment £1,000.00

**c. Bank account update**

Parish Council current account balance as of 30th December 2022 - £43,307.81

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**

A pothole in Kingham Village Car Park needs to be repaired – Cllr to contact Churchill Surfacing Constructors to repair with stone/shingle. Cllr Sale has some spare stone is required.

Discovery Play Equipment – discussed the zip wire and Cllrs agreed that it requires amendments to get more speed.

**Action:** Clerk to contact Discovery to ask them to make the amendments.

A Coronation Street Party was discussed.

**Action:** Clerk to add to next months agenda.

The Cllrs discussed the idea of a Village Keeper – to do some general maintenance and tidy.

**Action:** Clerk to write blurb to advertise for the position and advertise out on Facebook Village Group, the Village website and other Town/Village Facebook groups. Clerk to check legal liability insurance before advertising position.

**Next meeting**Wednesday 15 February 2023 at 7.30 pm.

**Meeting closed at 8.25pm**