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

**Held on Wednesday 20 January 2021, 7.30 pm via Zoom – 20210120**

**Present:** Cllrs K Hartley, J Warne, R Sale, J Dewar, J Hart, W Blomefield, A Unwin, H Hibbert-Biles

**Absent:** Cllr Dare

**Clerk**: Gemma Tindsley

**Also present:** Three members of the public and Dom Hones from Gigaclear

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

**2 To receive apologies for absence**  
Apologies were received from Cllr Dare.

Paul Gowers was selected as a candidate and later resigned, therefore not in attendance.

**3 To approve and sign minutes of meeting on 16 December 2020**The minutes of the meeting on 16 December 2020 were approved and signed.

**4 To receive declarations of interest from members**Cllr Dewar declared an interest regarding item 8e.

**5** **Public participation**  
Dom Hones from Gigaclear (please see item 8a).

**6 To receive reports from WODC and OCC councillors**WODC – no report  
OCC – Budget has not gone through Cabinet yet, however not expecting any issues. 1.99% council tax base.

Covid-19 situation really bad, however cases are beginning to reduce slightly. Our neighbour, Cherwell, is one of the top 50 hotspots.

1 in 3 people now have Covid-19.

Encouraged to advertise message to stay safe, wash hands and keep distance.

Discussed blocked drains in village becoming an issue (this was also discussed with reference to Gigaclear works and the muck that was dug up during installation). Location of blocked drains to be sent to Cllr Hibbert-Biles for further investigation.

Discussed solution to bridge at Kingham Station. To email James Wright directly if Cllrs wish to take any further action or to clarify anything re. cost.

Pedestrian access to the station, priority over potential Greenway for S106 money from The Mill development.

Discussed contacting various agencies to pursue further action with re. to S106, including Network Rail, the Mill House developers, Churchill Parish Council (as the bridge is their jurisdiction), Bledington Parish Council and local MP. Draft letters to be drawn up.

**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 remediation works that the village require Gigaclear to carry out.**

Dom (along with a member from the build team and contractor) will rearrange a walk around once it is safe to do so. Anyone who wishes to attend the walk around is welcome.

Community hub is being processed for the Village Hall – Cllrs are able to change location of hub before installation. Wi-fi is free for 12 months and then reviewed every 12 months.

The issue of blocked drains was discussed in relation to the mud that was dug up during the Gigaclear installation. The drains are OCCs responsibility and Cllr Hibbert-Biles will make contact.

**b.** **To discuss if a bench could be placed about halfway on West Street on the south (wide verge) side. There is the offer of a donation to pay for the bench if the Council would install it.**  
Cllr Hibbert-Biles has confirmed that we would require permission from OCC.

Clerk will draft a letter to the OCC re. the installation of a bench.

If permission is granted, contact to be made with the locals in close proximity.

**c. To consider adding a clause to the allotment rental agreement noting that, at the end of their tenure, holders must remove any rubbish and temporary structures from the allotment or be charged to do so.**

Clerk to contact the two allotment representatives.

Decided that an allotment meeting was due, to be scheduled on the same date as the next Parish Council meeting (17th February).

**d. To discuss the issue of dog foul on the footpaths/verges around the village. Signs or dog waste bags to be made available, the same as Churchill/Sarsden.**

New signs have been delivered, to be installed around the village by Cllrs. Two new dog waste bins

have also been installed.

Discussed the rules for being fined for leaving dog mess. Clerk to email WODC to see whether there was anything else that the Parish Council can actively do to help this situation.

It was noted that any member of the public can contact the WODC and report a dog fouling incident ( [Litter, street cleaning and dog fouling - West Oxfordshire District Council (westoxon.gov.uk)](https://www.westoxon.gov.uk/environment/litter-street-cleaning-and-dog-fouling/) ).

**e. To consider a donation for work required for the trees in the churchyard – a copy of the quote has been sent via email.**

Agreed a donation of 50% of the quote. Total donation amount: £563.28

**f. To discuss whether quotes had been received for the posts re-instated near The Green.**

Quote had been received the day prior to the meeting. Total cost of £1,600.00 for the following:

1. To supply and lay 6-8 posts on the grass verge on Church St.
2. To re-erect 4 posts, which have been knocked over, but not damaged.
3. To supply and erect 16 posts, approx., along the grass verge, on the roadside at the village green.
4. To supply and lay soil to reinstate where cars have damaged the verge, on the roadside at the village green.
5. To supply and lay turfs, where needed, to make good the verge on the roadside at the village green.

The grass verge has been eroded by approx. 3 feet from the road near The Green.

Residents to be informed prior to work being carried out.

Full survey of the rest of The Green to be carried out.

OCC would not pay for reinstatement of verges, however could come out and quote. Cllr Hibbert-Biles to enquire for the Parish Council and will wait for the quote before going ahead with rest of the work.

**g. To discuss quotes from Wicksteed re. restoring/new play equipment for The Green.**

Clerk to add to the agenda again for next month to give all Cllrs a chance to look in more detail at the quotes.

**h. To consider posts for Threshers Yard – photos sent via email to Councillors.**

Added into part of the quote in 8(f).

Holding until Cllr Hibbert-Biles comes back with information from OCC.

**9 Planning**

**a. 20/03286/FUL Conversion of existing barn to create a new dwelling | Farm Building At E426163 N224706 Kingham - Oxfordshire**

Letter was submitted via email directly to the Planning Officer (Chloe Jacobs).

No response received, Cllr to chase Jacobs.

**b. 20/03475/CND | Discharge of conditions 6, 7, 13, 14, 16, 17, 18 & 19 of 20/01879/FUL | Rynehill House Kingham Chipping Norton Oxfordshire OX7 6UL**

No objections/comments.

**c. Previous applications – updates**

**20/03325/PN56 |Change of use of agricultural building to dwelling. / Barn At Churchill Road Kingham Chipping Norton Oxfordshire OX7 6TA**

No further comments.

**20/01165/FUL | Redevelopment of site to provide a new 33 bedroom hotel and ancillary facilities including restaurant, spa, gym, swimming pool, alehouse, bakehouse, and servicing together with associated parking and landscaping and reinstatement of former mill leat. | Mill House Hotel Station Road Kingham Chipping Norton Oxfordshire OX7 6UH**

WODC did not inform us of the re-entered plans.

Discussed the reduction in size of hotel – reduction isn’t from roadside.

Discussed the OCCs comments that were submitted re. the new plans. Parish Council were informed that the Planning Committee would often take the advice of the OCC.

S106 monies were discussed again in relation with the railway bridge being a priority. At present, the OCC are pushing for the improved greenway.

Cllr to contact Uplands Planning.

**10** **Finance**

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

Gemma Tindsley – Expenses chq 101015 £30.98

Gemma Tindsley – Salary P9 chq 101016 £680.27

Came & Company – Kingham Fuel Allotment Charity

Insurance chq 101017 £218.00

Came & Company – Charity of Charles Edward Baring

Young for Allotment Insurance chq 101018 £218.00

C W Smith & Son - Hedgecutting chq 101019 £312.00

**b. Monies received**

SSE Rebate £101.00

**c. Bank account update** – Parish Council current account balance as of 31 December 2020 - £40,422.26

**d. To approve budget update** – updates circulated to Council were approved.

**e. To approve finance update** – updates circulated to Council were approved.

**f. To approve bank reconciliation** – reconciliations circulated to Council were approved.

**11** **To receive items for information only and for next agenda**

No comments

**12 Next meeting**Wednesday 17 February 2021 at 7.30 pm. **Meeting closed at 8.45 pm**