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

**Held on Wednesday 19 July 2023, 7.00 pm - 20230719**

**Present:** Cllrs K Hartley, R Sale, T Hunter, W Blomefield, J Hart, A Unwin, G Saul, A Wilson and A Beaney

1 member of the public.

**Absent:** None

**Clerk**: Gemma Tindsley

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

**2 To receive apologies for absence**
Cllr W Blomefield.

**3 To approve and sign minutes of meeting on 21 June 2023**The minutes of the meeting on 21 June 2023 were approved and signed.

**4 To receive declarations of interest from members**Cllr Hart declared an interest in agenda item 9c.

Cllr Sale declare an interest in agenda item 9d.

**5** **Public participation**

 None

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

 OCC - Waiting for a weight restriction study to come through from the A44.

 Chipping Norton – cycling lane was discussed.

 The £2 fare offer on buses on rural areas is still available around the UK – this has also been extended to Pulham buses.

 Higher education bus service – schools have funds for bus services for deserving cases. It is done on a case-by-case basis.

WODC - CIL (Community Infrastructure Levy) is an add-on to the S106 – add on to the community projects – 15-25%.

 Advised not to re-do Parish plans, it is not worth it before local plan has gone through. The local plan is not worth looking into Parish plans until 2025.

 Cllr Saul will check on the road to Daylesford re. potholes and surfacing.

 **Action:** Clerk to check whether Cllr Saul has emailed regarding the re-surfacing.

**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 the parked cars on the grass verge on West Street that joins to Cozens Lane.**

The builders are Clark Construction.

**Action:** Clerk to email Clark Construction to ask that they don’t park on the grass verge.

1. **To consider how to distribute donated tickets from the Big Feastival.**

Put on the newsletter and Facebook group to ask who is interested in tickets. Names will be pulled from a hat and winners will be contacted.

**Action:** Clerk to put notice on newsletter and Facebook group.

1. **To discuss the tree planting quotes for the Playing Field.**

Clerk to ask TreeTech about the guarantee – to look into the terms and conditions. If all ok, give the go ahead to TreeTech.

**Action:** Clerk to look at the terms and conditions. If all ok, Clerk to give the go ahead.

1. **To discuss the play equipment maintenance after this month’s inspection.**

Swings on The Green – the frame needs re-painting.

 A Cllr mentioned that Bledington recently replaced their seats.

 **Action:** Email Bledington Clerk to see what company they used.

Mulch on The Green needs replacing under the swings – Churchill Contractors should be able to replace the rubber.

**Action:** Chairman to contact Churchill Contractors to replace rubber under swings.

The drains near The Green need clearing – discussed that the pipes need clearing between each drain.

**Action:** Cllr Hunter and Cllr Unwin to send photos of the drains and Clerk to send them to Cllr Saul.

Branches are getting low on The Green.

**Action:** Clerk to contact TreeTech to come and look at the trees.

The picnic table on the Playing Field needs replacing.

**Action:** Cllr Sale has agreed to take it away.

Daylesford has offered to donate 2 x picnic benches for the Playing Field.

The circular play type equipment has a gap around the edge.

**Action:** Cllr Unwin to purchase soil to repair the gap – 3 x bags of soil.

The tunnel roof need repairing.

The Rocking Horse needs re-painting.

The hedges/trees around the outside are very overgrown.

**Action:** Clerk to contact Simon Dingmans from Kingham House regarding the overhanging trees/hedges.

Re. benches/horse – Cllr Hunter and Plant will contact someone regarding this.

1. **To sign the Barclays mandate forms for the Fuel Allotment account.**

**Action:** Cllr Hart has taken it to sign and will pass on to Cllr Hartley.

1. **To discuss email from resident regarding Parish maintenance.**

Resident to be given information regarding fixmystreet.com to be able to report issues.

Village Hall car park bramble bushes at the back of the car park.

**Action:** Clerk to contact KGS to remove the overgrown brambles.

Cllrs discussed the grass verges, and they believe that these have already been done, apart from near the Legion.

**Action:**  The Kingham Legion needs to be cut soon. Clerk will need to email OCC Cllr Hartley’s map to the OCC.

Hole on the Playing Field – Cllr Unwin to buy soil and fill in.

1. **To discuss Chris Harvey’s tree.**

TreeTech have quoted £580.00. A donation of £500.00 has been made. Questioned whether the Parish Council will donate the remaining £80.00.

The Parish Council have agreed that they will donate the remaining £80.00.

1. **Planning**
2. **23/01640/HHD | Replace existing conservatory with new single storey extension and walkway link to utility/garage building together with replacement external joinery and front entrance canopy | Saddlers The Green Kingham**

Comments in by: 25th July 2023

Cllrs discussed how the front entrance canopy is not in keeping with the village.

**Action:** Cllr to draft a letter and Clerk to submit to the planning portal and email.

1. **23/01694/HHD | Installation of Air Source Heat Pump and proposed new vehicular access| Orchard House Cozens Lane Kingham**

Comments in by: 03rd August 2023

Councillors have no comments.

1. **23/01785/HHD | Erection of a single storey rear extension with side curtain walling, dormer windows and internal alterations | 20 Manor Farm Close Kingham Chipping Norton**

Comments in by: 03rd August 2023

No overlooking, so no objections. Councillors have no comments.

1. **23/01749/FUL | Change of use of equestrian land to residential curtilage and associated and landscaping works | 8 The Moat Kingham Chipping Norton**

Comments in by: 04th August 2023

Councillors have no comments.

**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:

IONOS £16.82

 James Robinson (allotment tap) £34.80

 Gemma Tindsley Salary P2 £681.96

 WODC £683.98

 Zurich Town & Parish Council Insurance £826.52

 Kingham Garden Services £2,408.72

 Kingham Village Hall Hire £36.00

 Gemma Tindsley Clerk Expenses £36.92

 Kingham Village Stores £17.60

 James Shannon - Flyers £52.14

 James Shannon - Posters £71.01

 The Community Heartbeat Trust £205.14

 WODC £683.98

 IONOS £3.00

 HP Instant £26.99

 WH Smith (Paper) £9.99

 Castle Water (Allotments) £221.68

 SSE (The Green – electricity) £159.94

 Gemma Tindsley Salary P3 £623.35

**b. Monies received**

None

**c. Bank account update**

Parish Council current account balance as of 30th June 2023 - £40,105.59

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**

Wall – Adcraft Field – wall is falling by the Playing Field.

**Action:** Clerk to contact IZOD about repairing the wall.

Cllrs discussed about putting together a working party for the Millenium Woods.

**Action:** Clerk to place in the newsletter at the beginning of September.

New bins on the Playing Field and near Threshers Yar.

**Action:** Clerk to send Cllr Beaney pins on a map where the bins need to be placed.

Cllrs discussed about the speed of cyclists in the village and what potentially the Parish Council can do about it. Cllrs agreed that there wasn’t much that we can do about it.

**Next meeting**Wednesday 16 August 2023 at 7.00 pm.

**Meeting closed at 08.05pm**