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

**Held on Wednesday 17 January 2024, 7.00 pm - 20240117**

**Present:** Cllrs K Hartley, J Hart, A Unwin, W Blomefield, J Warne and A Wilson

1 member of the public.

**Absent:** Cllrs G Saul, T Hunter and R Sale

**Clerk**: Gemma Tindsley

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

**2 To receive apologies for absence**  
Cllrs G Saul, T Hunter and R Sale.

**3 To approve and sign minutes of meeting on 13 December 2023**The minutes of the meeting on 13 December 2023 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.**

WODC - Cllr Wilson has been in touch with Highways and has had a conversation with them about the drains on Cozens Lane about possibly moving the drain.

No planning permission required for the disabled parking bay – KPC can go ahead and begin work on this.

OCC - No representative.

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

The Clerk’s report had been circulated to Councillors prior to the meeting. No comments

1. **Business**
2. **To discuss fixing the gatepost in Trigmoor Wood.**

The gate post had been fixed either Tuesday or Wednesday of this week, so no further action required.

The Woodland Trust asked whether the PC would like to take over the maintenance of Trigmoor Wood. This would involve the PC paying rent to The Woodland Trust and also paying for the upkeep and maintenance of the area. Trigmoor Wood would still be owned by the Woodland Trust.

The PC all agreed that this would be time-consuming and costly, with little reward to the residents of Kingham.

1. **To consider fencing around Adcraft Field**

The PC were unsure whether this would be allowed as the PC do not own Adcraft Field, it is leased to them.

The Councillors did not feel that the field required fencing and agreed that it should be left as it is.

1. **To discuss the quote from Morelock regarding the flashing speed sign.**

All agreed to the quote. The PC would like to place two signs either end of the village. One as you come into the village from Churchill, just prior to the school. The other just before/just past The Old Mill House from the station.

The new 20mph speed limit has been confirmed for Kingham Village, however we are still waiting for the new speed limit signs to be placed up. The PC commented that we’d need to know whether the flashing speed limit signs could be changed from 30mph to 20mph once the new speed limit signs had been erected.

**Action:** Clerk to go back to Morelock and ask for an estimate for two signs, rather than just one. And to also ask whether the mph is adjustable.

Once these things are confirmed, Clerk to organise a site visit with Morelock to ask for their advice on where exactly these signs would be best placed.

1. **Planning**
2. **23/03235/HHD | Demolition of stable outbuilding and replacement single storey outbuilding to provide ancillary accommodation. Alterations including erection of single storey link and front extensions and new and replacement dormer windows | 8 The Moat Kingham Chipping Norton Oxfordshire OX7 6XZ**

**Comments in by: 18th January 2024**

The owner submitted a pre-application for this plan.

No concerns from the PC – there is an additional dormer window, but that overlooks a field.

There are no objections, other than to make sure that the outbuilding is ancillary to the main building and not to be rented out.

**Action:** Clerk to submit these comments to the planning portal.

**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 £21.88

WODC £90.00

The Community Heartbeat Trust £68.34

WODC £341.99

Cooperative Supermarket £26.05

Churchill Surfacing Contractors £588.00

HP Instant £5.99

Adobe Subscription £9.98

AJG Community Schemes £380.74

AJG Community Schemes £380.75

Bruern Enterprises £240.00

IONOS £3.00

Adam Lowe £280.00

Gemma Tindsley Salary P9 £791.73

**b. Monies received**

None.

**c. Bank account update**

Parish Council current account balance as of 31st December 2023 - £50,982.03

1. **To approve budget update**

This will be agreed post meeting as budget was not circulated prior to the meeting. Clerk to send over to the Councillors directly after this meeting.

1. **To approve finance update**

This will be agreed post meeting as finance update was not circulated prior to the meeting. Clerk to send over to the Councillors directly after this meeting.

1. **To approve bank reconciliation**

This will be agreed post meeting as the bank reconciliation was not circulated prior to the meeting. Clerk to send over to the Councillors directly after this meeting.

1. **To receive items for information only and for next agenda**

Councils to think of suitable project ideas for the village. For example, the village hall kitchen or more trees.

**Action:** Add to the agenda for the next meeting.

Councillors discussed the Lengthsman and what a wonderful job they have done so far around the village. The Councillors also discussed the tools that are still required – a strimmer and blower. One of the Councillors suggested that he may have both that he could loan.

**Action:** Clerk to Councillor to arrange dropping off the tools.

Councillors also discussed the garden waste bins that are currently at the Village Hall. Who will take them to the street on Sunday evening, so that they are emptied on Monday morning. Councillors suggested asking the Lengthsman whether they’d be able to have the bins located at their property.

**Action:** Clerk to email and ask whether they’d be able to locate the bins at their property.

The Clerk had a meeting with Cllr Wilson and WODC bin waste management re. a new bin location. The waste management team followed up with an email to suggest two options, either moving the bin from the Wild Rabbit near the bus stop to Threshers Yard on West Street or installing a completely new bin near Threshers Yard at the cost of the PC.

PC agreed to fund a new bin, rather than relocating an existing bin.

**Action:** Clerk to contact Cllr Wilson and let him know the PC’s decision.

**Next meeting**Wednesday 21 February 2024 at 7.00 pm.

**Meeting closed at 07.50pm**