

**KINGSTON BAGPUIZE WITH SOUTHMOOR PARISH COUNCIL
MEETING 1 APRIL 2019
7pm, SWALLOW ROOM, THE VILLAGE HALL**

MINUTES

Present: Cllr Forster (Chairman), Cllr Weeks, Cllr Smith, Cllr Hancox, Cllr Charlton, Cllr Grant, Cllr Warr, Cllr Pearce

District Cllr Batts, County Cllr Fitzgerald-O'Connor, David Cookson, Infrastructure Implementation Officer

12 members of the public

The Chairman extended a welcome to all and reminded that it was the last meeting of the current council. Cllr Hancox will not be seeking re-election and the Chairman extended sincere thanks to Cllr Hancox for his invaluable work on behalf of the Council for the last 8 years.

1. Apologies: none

2. Reports from District Councillor Cllr Eric Batts and County Councillor Anda Fitzgerald-O'Connor

Cllr Fitzgerald-O'Connor: will be attending a full Council meeting tomorrow. £218 million has been secured for transport links for the Didcot Garden Town area, to greatly improve access. Oxfordshire plan 2050 - delivering a strategy for older people with plans for Oxfordshire care homes and care at home. Oxford is to host a women's cycle race on June 12.

Cllr Batts – nominations for councillors will close on Wed 3 April at 4pm. Advised that the District Council has contributed to the funding for the women's cycle race mentioned by Cllr Fitzgerald-O'Connor.

3. Presentation by David Cookson, Infrastructure Implementation Officer, District Council: Mr Cookson attended the meeting to give information regarding the Community Infrastructure Levy – how it is implemented and the implications for local councils, and accepted questions from the Council and members of the public. Full details can be found at: <http://www.whitehorsedc.gov.uk/services-and-advice/planning-and-building/planning-policy/delivering-infrastructure/community-infras>, including FAQs. The Chairman thanked Mr Cookson for attending the meeting.

4. Public Participation: an adjournment of 20 minutes to allow the public to ask questions: question raised regarding the footpath from old Oxford Road through Hinds Head Co-Op car park and the danger posed to pedestrians. Cllr Warr explained that it has been advised that as it is an established use no further planning was required. Suggestion of either removing shelter or replacing the side with perspex.

Actions: Cllr Smith to get quotes for removal to be brought to next meeting.
County Cllr Fitzgerald O'Connor to contact OCC also re prices.

Question raised regarding items in the minutes for March meeting not reappearing on agenda for April. Cllr Warr explained that in many cases reporting on all ongoing actions would result in an over-long meeting. Completed actions are generally reported on.

Action: Clerk will number actions from start of new Council in May.

Question raised regarding unkempt grass area at the opening to Frax Close.

Action: Clerk will ascertain whether this is part of the grass-cutting contract and act accordingly.

5. **Approval of minutes of the meeting of 4 March 2019.** Council agreed that the minutes represented a true and accurate record of the meeting. The minutes were signed by the Chairman.
6. **Declarations of interest: Cllr Smith, items 13 and 15.**
7. **Planning Applications for consideration:**
 - a. **P19/V0346/FUL**, The Old Berks Hunt Kennel Oxford Road Kingston Bagpuize Change of use from B1 to D1 to enable to building to be used as a Complementary Health Practice. The current offices will be used as treatment rooms to carry out therapies such as massage, acupuncture (once relevant licence has been obtained), hypnotherapy, counselling etc. – no objections
 - b. **P19/V0608/HH**, Race Farm Race Farm Lane Kingston Bagpuize, Erection of a bespoke timber and double glazed garden room (re submission of P18/V2426/LB & P18/V2425/HH) – no objections
 - c. **P19/V0505/FUL**, Hunters Moon, Charney Road, Longworth, Demolition of existing house and erection of two detached family homes with associated parking, amenity space, and landscaping works – no objections
8. **Planning Applications results:**
 - a. **P19/V0067/FUL**, Sterling House, creation of 6 apartments - permission granted.
 - b. **P19/V0109/HH**, 30 Blandy Avenue, two storey side extension and single storey front extension – permission granted.
 - c. **P18/V3109/HH**, Lydyards, Beggars Lane, move location of garage – permission granted.
 - d. **P18/V0940/FUL**, Lower Lodge Farm, Charney Road, Longworth, Replacement of existing barn with 1no. new dwelling, carports and works thereto – permission granted
9. **Accounts:** Clerk presented the month's payments and receipts to the Council. Cheques for payments of invoices were signed by Cllr Forster and Cllr Hancox.

Date	Method of payment	Payee	Details	Amount (£)
03/04/2019	SO	Village Hall	Office rental	200.00
20/03/2019	Ch	Sorbus	Secure litter bin in p/ground	55.44
18/03/2019	DC	Co-op	Top up for PC mobile phone	20.00
20/03/2019	DC	WH Smith	Stationery	9.08
25/03/2019	Ch	HMRC	PAYE Q4	164.35
25/03/2019	Ch	Clerk	Salary	800.48
01/04/2019	Ch	Clerk	Travel expenses (delivery of nomination papers)	9.00
19/03/2019	Ch	Ubico	Emptying of dog bins (6 months)	1026.86
25/03/2019	Ch	OCC Pension Fund	Pension contributions	236.18
04/03/2019	Ch	Village Fete	Stand at village fete	15.00
28/02/2019	Ch	BGG	Litter picking	264.00
28/02/2019	Ch	Sorbus	Cleaning bus shelters	220.80
04/03/2019	Ch	OPFA	Subscription	53.00
05/04/2019	Ch	Rialtas	Annual accounting s/w support	145.20
29/03/2019	Ch	Autela Group	Payroll services Q4	47.00

10. Requests for donation or support: none received

11. Cllr Hancox to report on new Community Building on the Bloor Homes site. A

committee made up of representatives from the scout groups has approached architects to take the project to the point of applying for planning permission resulting in a quote of around £12,000. S106 officer has been consulted and has advised that a fully funded scheme is required to trigger release of S106 monies. Fund raising has been ongoing with both KBS News and the John Blandy Foundation pledging £6000 each which is enough to engage the architects to start the project. Query whether CIL monies might be forthcoming in the future. The Chairman thanked Cllr Hancox for his work on this.

12. Lease of tennis court land to Village Hall (sub-lease to Tennis Club): Council to consider request from Tennis Club's solicitor to include the following clauses:

- a. The business tenancy will not come to an end at the expiration of a fixed term.
- b. A Tenant which is in the occupation of the premises for the purposes of its business/activity has a statutory right to renew its Lease at the end of the term to which the Landlord (which would mean the Village Hall and yourselves) can only oppose on certain grounds.

The Council resolved to accept the inclusion of these two clauses. The Clerk will instruct the Council's solicitor.

13. Council to consider proposal by Cllr Weeks for works in the playground following this month's inspection: to remove overhanging trees at gate entrance at face/eye level/Cut back overhanging trees to a 2.4m canopy. Remove rotten stump near see-saw and make good. Quote from Sorbus for works - £120 (ex VAT). Council resolved to accept this quote.

14. Cllr Weeks to provide an update on the 4 Year Plan for the Playground and Recreation Ground. The 4-year plan will be circulated by Cllr Weeks. First year split into two phases. Suggested committee formed from new Council to manage this going forward. Cllr Hancox suggested that the precept will need to be increased for the next financial year in order to finance the large amounts required.

15. Council to consider for approval quotations for the refurbishment of the Jubilee Fort play surface:

Sorbus Garden Care £7,250.00 (ex VAT).

ARD Playgrounds £12,822.50 (ex VAT).

Bark surface can be partially recycle reducing the cost to around £5,400 from Sorbus.

Council resolved to defer the decision on spending until the May meeting, after the local election and the formation of the new Council.

16. Council to consider for approval quotations for the supply and installation of replacement sheathed metallic support ropes for the Yukon Log Roll, Pillars of Hercules and Offas Dyke:

ARD Playgrounds £1,412.05 (ex VAT)

S J Aplin Playgrounds £1,724.00 (ex VAT)

Council resolved to accept the ARD quote.

Action: Clerk to instruct ARD Playgrounds to commence the work as soon as possible.

17. Bloor Homes transfer of Local areas of play (LAPs) and public open space (POS).

Council considered proposals from Bloor Homes regarding a 4-phase transfer of POS and LAPs put forward in an email received by the Clerk on 18 March 2019. The Council considered concerns that the site is still under construction with a sales office by the entrance, making it difficult to manage and therefore resolved to advise Bloor Homes that it will consider taking areas 1 and 2 when area 2 is complete. Areas 3 and 4 could be taken once the development is complete.

Action: Clerk to advise Bloor Homes of the Council's resolution.

18. Cllr Warr report on meeting with agents from the OCC regarding a crossing on the A415.

On 14 March Cllr Warr (along with Cllr Batts, Cllr Fitzgerald-O'Connor and the Clerk) met Lee Turner and Mark Francis from OCC Highways regarding a potential crossing on the A415, for which S106 monies are available. There is currently a new uncontrolled crossing with an island just south of the mini roundabout which allows crossing towards the Co-op. Previous plans to install a zebra crossing between the bus lay-by and Oxford Road were met with opposition from the residents facing the site. This site is currently served with a dipped pavement and is the only possible site for a zebra crossing on this stretch of road. In the event that a crossing was requested here the new controlled crossing would have to be removed. Queries were raised as to whether those approaching from the north towards the Co-op would wish to loop down to a zebra crossing. There is also an uncontrolled crossing with an island north of the mini roundabout which serves well those coming from the Orchard Gate development or through from the recreation ground, or going from the Kingston Park development towards the rec. The pavement is too narrow south of Petypher House for a zebra crossing. The S106 monies available would not allow for a pelican crossing or traffic lights, and is solely for use for a crossing on the A415. No solution immediately presented itself and discussions will be ongoing.

19. Council considered selection process for legal services for ongoing projects.

Cllr Grant advised that practices with experience in working with local councils should be sought. Cllr Charlton suggested the Clerk approach OALC for recommendations to bring to next meeting.

20. Proposal by Cllrs Grant and Warr to form a committee to recommend the Parish Council's future policies and regulations regarding management of the sports

field. Since the occupation of the properties on the Abbey Homes development problems have arisen regarding public use of the sports field, parking by sports field users and lack of clear regulations on where dogs may be walked or taken. Cllr Warr suggested creating a committee to recommend Parish Council guidelines and regulations for use of the sports field. Cllrs Forster, Warr and Grant volunteered to form the committee, which will be re-formed following the May elections.

21. Village Amenities

- a.** Trees and shrubs:
- b.** Dog and litter bins: Cllr Weeks reported on the litter building up on the Witney Road and lack of a litter bin near the bus stops. S106 monies about to be received from David Wilson Homes include for provision of bins and litter picking. Permission would need to be sought from SOHA to install a bin on their land next to the bus stop.
Action: Clerk to write to SOHA.
- c.** Recreation ground: Cllr Warr reported holes repeated dug by dog causing a trip hazard. Sorbus to provide quote for re-turfing.
- d.** Play ground: – councillors to be appointed for this month's inspection - Cllr Warr with Cllr Weeks.
- e.** Burial Ground: Cllr Weeks reported poor condition of ground.
Action: Cllr Smith to organise a working party possibly in May.
- f.** War Memorial:
- g.** Faults:

22. Next meetings:

Annual Parish Council Meeting, Monday 13 May
Annual Parish Meeting, Monday 20 May.

Meeting concluded 10.10pm

Clerk: Sarah Bates