

**KINGSTON BAGPUIZE WITH SOUTHMOOR PARISH COUNCIL
MEETING 7 DECEMBER 2020, 6pm via Zoom**

Present: Cllr Bello, Cllr Charlton, Cllr Forster, Cllr Grant, Cllr Pearce, Cllr Smith, Cllr Swale, Cllr Warr, Cllr Weeks

District Cllr Eric Batts, County Cllr Anda Fitzgerald O'Connor

2 members of public

129. Apologies

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

Cllr Batts: council taking over on-street parking enforcement from about this time next year. 2800 electors now on electoral role in KBS parish. Free parking in Abingdon, Faringdon and Witney during Christmas. Concerns have been raised on lack of ease of navigation of the Vale's new website. Lioncourt application still unresolved with no end date obvious. Street cleaning – contractors have asked to keep details of which streets have been cleaned. Cllr Charlton asked about the cut through from Hayfields to Bullockspit Lane, but answer not currently known.

Cllr Fitzgerald: the county council budget will be set later when advice received from central government. A response to Mr Blackwell's concern expressed regarding lorries going over the bridge at Newbridge having passed through the village first was supplied by email from Cllr Charles Mathew. A meeting was held at Sunrise Nursery school meeting re speed of traffic outside on A415. Signs warning to slow down to be installed and a plan to impose a 40mph speed limit from the business park going west into the village is being proposed. OCC Highways are to conduct speed survey along the stretch of road initially. Cllr Grant raised the matter of the outstanding pedestrian crossing – to be discussed at next meeting.

131. Public Participation: an adjournment of 20 minutes to allow the public to ask questions. No matters raised.

132. Approval of minutes of the meeting of 2 November 2020. The council agreed these to be a true and accurate record of the meeting. The chairman signed the official copy and displayed to the council on screen.

133. Clerk's report:

- The bus shelter contract has now been signed and an initial deep clean of all shelters has taken place.
- The external audit report and certificate has been received with no problems highlighted. This has been circulated to councillors and uploaded to the website.
- The new website is to go live on Wednesday 9 December.
- Footway at Spring Hill – the clerk has spoken to Highways and asked that they arrange for the vegetation to be cut back. A response was received that an inspector would attend to view the problem. Cllr Fitzgerald has also raised this with them.
- The Vale has asked for suggestions for a street name for the development off the Oxford Road – suggestion of Aelfrith's Way or Place to made.

134. Declarations of interest: none declared.

135. Planning Applications for consideration:

- a. **P18/V2791/O:** (Lioncourt) amendments – suggestion of writing to MP re foul water treatment in the villages and the extra load being provided by new developments. Cllr Batts advised the parish boundary review will start early next year and a letter will be received from Vale asking if the parish would like a change made. Letter in response to the planning application to be drafted by Cllr Warr.
- b. **P20/V2877/HH:** 4 Paddock Mews Longworth Abingdon OX13 5BU, single storey entrance porch: the council voted no objections.
- c. **P20/V2921/FUL,** Applewood, Faringdon Road Southmoor Abingdon OX13 5HE, Change of Use to Class C3(b) – application withdrawn after agenda published.
- d. **P20/V2931/HH,** Rimes Cottage, Abingdon Road Kingston Bagpuize Abingdon OX13 5AY, Single story side extension and roof extension: the council voted no objections.
- e. **Pavilion application** – update from Cllr Warr: planning granted subject to a number of conditions. Budget is very tight so architect will need to work with funds available.

136. Planning Applications results:

- a. **P20/V0174/HH,** 1 Norwood Avenue, proposed extension, re-modelling and replacement garden buildings. Appeal dismissed.
- b. **P20/V2541/LB,** The Old Stables, Faringdon Road Longworth Abingdon OX13 5HN, Replacement of 3 windows, and minor enlargement of one of these windows, on the front elevation – permission granted (with conditions).
- c. **P20/V2423/HH,** 1 South View Faringdon Road Southmoor Abingdon OX13 5AF, Single storey rear extension. Two storey, side extension with proposed dormers and rooflights in the existing and extended roof. Detached double garage with annexe over. Permission granted (with conditions).

137. Accounts: the council resolved to approve the payments and acknowledged the receipts.

a. Payments

Date	Method of payment	Payee	Details	Amount (£)	VAT (£)
03/12/2020	SO	Village Hall	Office rental	210.00	
03/12/2020	DC	Land Registry	Docs	6.00	
04/12/2020	DC/SO	Zoom	Monthly licence	11.99	2.40
06/12/2020	DC/SO	Giffgaff	Mobile phone contract	5.00	1.00
09/12/2020	DC	SSAFA	S137 donation	300.00	
09/12/2020	BACs	A&L Garden Maintenance	Maintenance, burial ground	75.00	
09/12/2020	BACs	ARD Playgrounds	Minor works	461.00	92.20
09/12/2020	BACs	BGG	Litter picking	325.00	65.00
09/12/2020	BACs	BGG	Litter picking	260.00	52.00
09/12/2020	BACs	McCrackens	Grass cutting	789.75	157.95
09/12/2020	BACs	Moore	External audit	360.00	
09/12/2020	BACs	OALC	Training	100.00	20.00
09/12/2020	BACs	Playsafety	Operational inspection	158.00	31.60
09/12/2020	BACs	Spartan	Bus shelter deep clean	275.00	
09/12/2020	BACs	White Horse Pest control	Pest control	90.00	
09/12/2020	BACs	Ubico	Dog bins (Aug, Sept, Oct)	1017.63	203.52
18/12/2020	BACs	Clerk	Salary (Dec)	Council provided with details	
18/12/2020	BACs	OCC Pension fund	Pension contributions		
18/12/2020	BACs	HMRC	PAYE/NI contributions		

b. Receipts

Date	Method of Receipt	From	Details	Amount (£)
20/11/2020	BACs	VoWH District Council	S106 monies towards pavilion build	2395.00
20/11/2020	BACS	HMRC	VAT reclaimed (April-Sept)	3213.83

138. Councillors to be appointed to authorise the month's online payments: Cllr Grant and Cllr Weeks were appointed. Clerk to email checklist of payments and copy of all invoices. Payments to be authorised by 5pm on Wednesday 9 December.

139. Budget: Council to consider budget report for current year and proposal for 2021-22 with a view to setting the precept – to be ratified at the January meeting. The clerk had produced a budget report circulated to councillors before the meeting, and following a meeting of the finance committee. The current projection shows a small surplus at the end of the year, with projections for next year showing a small rise in the cost of the precept of between £1-3 per annum for a band D property. The budget was agreed in principle but a few costs are still to be obtained and adjustments made which will be discussed and approved at the January meeting when full details will be published and the precept agreed.

140. SIDs: council to consider report from clerk with comparison of makes and types of SIDs with a view to purchase and installation of two models using CIL monies (as agreed at the meeting of 3 February 2020). The council considered the details of the options and voted to purchase two Evolis solar-powered SIDs from Elancity(at a cost of £3,665 including delivery), locations to be decided at the January meeting. The clerk to place the order before Christmas.

141. Recreation and Play Facilities:

- a. Update on play and recreation facilities from Cllr Weeks: ARD Playgrounds carried out scheduled minor works on 26 November. MUGA back panel to be installed week of 14 December. At the same time the engineer will check the seesaw and sputnik roundabout. All findings reported in the operational inspection were already logged. Councillor inspection – dead leaves and stone ingress in the playground (swept away by Cllr Weeks), graffiti needing removal on the basketball court.
- b. Councillors to be appointed to carry out this month’s inspections. Cllr Weeks and Cllr Smith were appointed.

142. Waggon & Horses Pub: council to consider proposal by Cllr Forster to apply to have the pub listed as an asset of community value. The council resolved to submit an application to have the pub listed. Considerable evidence is required to complete the application, so Cllr Forster volunteered to collate this, and then to work with the clerk to complete the necessary form.

143. Memorial crescent: council to consider proposal by Cllr Forster to apply to have the Memorial Green (Oxford Road) registered as a village listed as an asset of community value. It is unclear whether this meets the criteria to be considered so a decision was deferred, pending further investigation by Cllr Forster.

144. Cllr Weeks to provide an update on the burial ground bin rota: a few teething problems arose initially and some changes have been made to the rota. Cllr Weeks asked that if anyone on the rota is unable to fulfil their turn that they contact him in advance to arrange a replacement or swap.

145. Tennis Club – council to acknowledge receipt of letter on behalf of the Tennis Club and grant permission to commence building works for new tennis courts. This was duly acknowledged and the council resolved to grant permission. The clerk to confirm to the Tennis Club.

146. Council to consider closing the meeting to the public to discuss item 106 (under the Public Bodies (Admission to Meetings) Act 1960). The council resolved to close the meeting.

147. Council to consider changes to the clerk’s salary scale, hours and contract details as circulated in advance by the chairman. The clerk withdrew during discussion. Following an appraisal completed by both the clerk and the council, and a subsequent meeting with the clerk by Cllrs Forster and Grant, Cllr Grant proposed that the clerk’s hours be increased by 1.5 hours per week to 20 hours from 1 January 2021 to take into account the increase in workload, and that with reference to SLCC guidance document, in line with responsibilities and duties fulfilled that the clerk to move up two incremental points on the salary scale to point 23 to be backdated to 1 April 2020. There would be a further incremental point rise at 1 April 2021 to point 24. This was seconded by Cllr Forster and the council voted to accept the proposal. The clerk re-joined the meeting.

148. Next meetings:

Monday 11 January

Monday 1 February

Clerk: Sarah Bates

Signed Chairman Dated: