



Kingston Bagpuize with Southmoor Parish Council
The Village Hall, Draycott Road
Southmoor
OX13 5BY

w: www.kbsp parish council.org.uk
e: clerk@kbsp parish council.org.uk
t: 07908 472827

**KINGSTON BAGPUIZE WITH SOUTHMOOR PARISH COUNCIL
ANNUAL PARISH COUNCIL MEETING
5 MAY 2021, 6pm via Zoom**

<https://us02web.zoom.us/j/86503878808?pwd=dmV4OEJWeVpmK2plaFhHNW5DWnJCQT09>

AGENDA

- 1. Election of chairman**
- 2. Apologies**
- 3. Election of vice chairman**
- 4. Distribution to councillors of register of interests form.**
- 5. Confirmation of committees and representatives, terms of reference and responsibilities:**
 - a. Planning Committee – draft terms of reference circulated for adoption by council.
 - b. Recreational Facilities Committee – draft terms of reference circulated for adoption by council.
 - c. Finance Committee – draft terms of reference circulated for adoption by council.
 - d. Burial Ground Committee – draft terms of reference circulated for adoption by council.
 - e. KBS News Liaison – responsibility: to liaise with KBS News to inform and promote latest parish council news, to provide precis of minutes of parish council meetings.
 - f. Social media officer
 - g. Civil Protection Officer – responsibilities to be outlined.
 - h. Parish Public Transport Representative – to attend any relevant meetings at OCC that involve parish councils to represent the interests of parish public transport user.
 - i. Parish council representative for the elderly: to liaise with Age UK and local charities and groups for the elderly to represent their interests on the parish council.
 - j. Parish council representative for youth: to liaise with the school, scouts, brownies and other local groups and charities for the young to represent their interests on the parish council.
 - k. Parish council representatives on Sports Field Association.
 - l. Staffing committee – terms of reference to be agreed (example included for reference).
- 6. Reports from District Councillor Cllr Eric Batts and County Councillor Anda Fitzgerald-O'Connor**
- 7. Public Participation: an adjournment of 20 minutes to allow the public to ask questions.**
- 8. Approval of minutes of the meeting of 7 April 2021.**

9. **Clerk's report**
10. **Asset register:** council to receive the updated asset register for approval
11. **Declarations of interest:**
12. **Planning Applications for consideration:**
 - a. [P21/V0845/HH](#), 1 Norwood Avenue Southmoor Abingdon OX13 5AD. Alterations to existing extensions/garden room and internal remodelling.
 - b. [P21/V0839/FUL](#), Middle Barn Bullockspit Lane Longworth Abingdon OX13 5HJ, Erection of 6no. dwellings.
 - c. [P21/V0999/LB](#) (Listed Building Consent), Waggon And Horses Faringdon Road Southmoor Abingdon OX13 5BG, Works to repair detached garage building following report by structural engineer.
 - d. [P21/V0945/HH](#), 8 Larch Close Southmoor Abingdon OX13 5DD, detached garden building
13. **Planning Applications results:** none received
14. **Accounts:** the council to approve payments presented by the clerk, and acknowledge receipts

Payments

Date	Method of payment	Payee	Details	Amount (£)
03/05/2021	SO	Village Hall	Office rental	210.00
06/05/2021	DC/SO	Giffgaff	Mobile phone contract	5.00

Receipts

Date	Method of Receipt	From	Details	Amount (£)

15. **Councillors to be appointed to authorise the month's online payments.**
16. **Report from chairman on meeting of the Finance Committee on 21 April 2021.**
17. **Annual Audit:**
 - a. Council to acknowledge receipt of the internal audit report.
 - b. Annual Governance Statement (AGAR part 3, page 4, section 1) – council to approve. As the meeting is held remotely the clerk/RFO will sign it in advance and deliver to the chairman who will sign on screen during the meeting.
 - c. Accounting statements (AGAR part 3, page 5, section 2) – completed copy

signed by the clerk/RFO to be approved by the council, signed by the chairman.

- d. Clerk to notify council of the date of the commencement of the period for the exercise of public rights.

18. Recreation and Play Facilities:

- a. Update from Cllr weeks, including April's monthly inspection
- b. Councillors to be appointed for May's monthly inspection
- c. Council to consider quotes for topping up the playbark at the Jubilee Fort. To be circulated to councillors by Cllr Weeks.
- d. Update on the Outdoor Exercise Equipment at the Millennium Green, with quote to consider from Caloo for the fifth element and alternative surfacing.

19. Update on Bloor Homes transfer of public open space. Council to set date for extraordinary meeting to resolve on the matters relating to the transfer of open space.

20. Bloor Homes: parking for contractors proposal – council to consider proposal (previously circulated) from Bloor Homes to use for parking the land to be transferred for a community centre in return for payment of £10,000.

21. Footpath working party – report on meeting (notes circulated to councillors).

22. Litter collection and picking contract: council to consider if it wishes to retain the services of BGG Ground Care for a further year (contract circulated to councillors).

23. Next meetings:

To be confirmed in the light of government ruling that legislation allowing remote meetings during the coronavirus pandemic will not be extended.