



Kingston Bagpuize with Southmoor Parish
Council
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KINGSTON BAGPUIZE WITH SOUTHMOOR PARISH COUNCIL MEETING 4 OCTOBER 2021, 6.30pm

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

3 members of the public

MINUTES

107. Apologies: County Cllr Ash, District Cllr Batts, Cllr Bello (away), Cllr Swale (unwell)

108. Reports from County Councillor Juliette Ash and District Councillor Cllr Eric Batts – received via email and attached as appendices (1 and 2 respectively).

Cllr Ash report – Appendix 1

Cllr Batts report – Appendix 2

109. Public Participation: an adjournment of 20 minutes to allow the public to ask questions. Resident brought to the attention of the council that the stile leading to the footpath leading south off Springhill to Bullockspits Lane is difficult to negotiate. The clerk will make a report on OCC Public Rights of Way website but it is the owner's responsibility to make any required changes.

110. Approval of minutes of the meeting of 6 September 2021: agreed to be a true and accurate record of the meeting

111. Clerk's report:

- a. Vehicle activated speed sign near Frax Close has now been repaired.
- b. A request had been received from a resident to install a "small mammal" road sign on Faringdon Road near Rimes Close as she has reported a number of hedgehogs being run over at this point. To install the sign requires permission from the Department for Transport which in turn requires evidence to be provided. Cllr Smith to investigate the proposal and make a future agenda item.
- c. Three new SIDs poles locations have been authorised by OCC and an order confirmed.
- d. Clerk has received email from a resident to report a near miss with a child at the exit of the Hind's Head Co-op due to lack of visibility for drivers.

112. Declarations of interest: none declared

113. Planning Applications for consideration:

- a. **P21/V2457/FUL**, Land at Springhill Farm Kingston Bagpuize Southmoor, erection of detached double garage: council voted no objections

- b. **P21/V2598/HH**, The Cottage, Hanney Road, Southmoor Abingdon OX13 5HT, Ground and first extension and internal alterations: council voted to object on the grounds that first floor bedroom windows on the proposed extension will overlook the garden of the property to the west resulting in loss of privacy.

114. Planning Applications results:

- a. **P21/V1636/HH**, 5 Rimes Close, Kingston Bagpuize, OX13 5AL. Proposed single storey rear extension (Additional information received 2 August 2021).
Permission granted

115. Accounts: the council to approve payments presented by the clerk, and acknowledge receipts

a. **Payments**

Payee	Details	Method	Amount (£)	VAT (£)	Total payment to payee (£)
HP Instant Ink*	Ink replacement service	DD	2.91	0.58	3.49
Village Hall*	Office rental	SO	210.00	-	210.00
GiffGaff*	Mobile phone	DD	5.00	1.00	6.00
BGG Garden Care	Litter picking	BACs	Awaited		
Caloo	Outdoor gym equipment	BACs	16,195.50	3,239.10	19,434.60
Enrych	Donation (agreed at meeting of 6 Sept)	BACs	300.00		
David Fell	Painting of play/rec equipment	BACs	1,600	-	1,600
Logs Unlimited	Grass cutting	BACs	Awaited		
Logs Unlimited	Clearing Waggon Path	BACs	110.00	22.00	
Netwise	Website hosting and domain name	BACs	315.00	63.00	378.00
Royal British Legion	Donation agreed at meeting of 6 Sept for poppy wreaths S137	Ch	175.00	-	175.00
Sorbus	Maintenance sports field, supply of padlocks for SIDs	BACs	58.00	11.60	69.60
Spartan	Cleaning of bus shelters	BACs	Awaited	-	
Ubico	Dog bins (Aug)	BACs	346.19	69.24	830.86
Ubico	Dog bins (Sept)	BACs	346.19	69.24	
Clerk (salary)	Salary	BACs	Awaited	-	
OCC Pension Fund	Pension contributions	BACs	Awaited	-	
* Paid prior to meeting					

Following report from Cllr Weeks on the siting of the gym equipment which does not conform with the agreed specification and plans the council resolved to withhold payment from Caloo pending an independent inspector report on the equipment's safety and use.

Receipts

Date	Method of Receipt	From	Details	Amount (£)
08/09/2021	BACs	VWHDC	Precept (2 nd half)	42,500.00
23/09/2021	BACs	Carters Funeral Dirs	Interment of ashes	150.00

116. Councillors to be appointed to authorise the month's online payments, which will be set up by the clerk. Cllrs Warr and Grant were duly appointed. Clerk to provide list of payments and the invoices. Payments to be authorised by 5pm on 6 Oct.

117. Recreation and Play Facilities:

- a. Report from Cllr Weeks, including September's monthly inspection: this took place on 20 Sept conducted by Cllr Bello and Cllr Weeks. One new finding: loosing fittings on climbing posts on the agility trail – now tightened so action closed. Toddler seats on the swings have cracking on crotch straps which has worsened but which Wickstead have offered to replace free of charge. Cllr Weeks to request SJ Applin to install when on site servicing the seesaw, cost quoted £45.00, clerk to organise. Sputnik roundabout, basketball backboard and goal posts in Millennium Green have been painted. Report completed on 30-month old child who fell from the jubilee fort and broke his wrist. Advice sought from independent inspector who confirmed that the jubilee fort is fully compliant and indicated that Cllr Weeks' suggestion of a small sign attached to the equipment advising a restriction to children aged 4 upwards or at least 3'6" in height is reasonable. Signage to be designed and ordered.
- b. Councillors to be appointed for October's monthly inspection: Cllrs Weeks and Forster volunteered to carry this out.

118. Quote for tree survey: council to consider for approval quotes to carry out tree survey of the playground, recreation ground, sports field and burial ground to include tagging and identifying those trees not yet mapped. The council had received only one quote out of three by the date requested, from Ringrose Tree Services, and therefore resolved to accept the quote.

119. Council to consider quote from Spartan Cleaning of £35 to move SIDs on a 6-weekly basis. The council voted to accept this quote.

120. Taylor Wimpey, transfer of public open space: council to resolve whether to proceed with proposed transfer of public open space and if so as per the plan on the S106 agreement or whether to request a deed of variation to remove specific identified small areas. Council to appoint new solicitors (item 127), and to ask for advice on a deed of variation. Concern raised about drainage following reports of localised flooding, and any hidden aspects that might need consideration.

121. Bloor Homes: proposed transfer of public open space. Following receipt from Bloor Homes of answers to some questions raised at the public meeting in June, council to consider its next steps and any instructions for the clerk. Discussion centred on whether it would be possible to take on solely the public open space in centre and consider other grassed areas excluding the attenuation ponds, swales and bund which require detailed maintenance and cannot be used as public space. Clerk to seek advice from solicitor with report to follow at November meeting.

- 122. New footpaths/open space:** following invitation received by the clerk to meet from the Carter family solicitor regarding land commonly used to the south of Wellington Way, councillors to delegate members to attend such a meeting and agree proposed dates. Council appointed Cllr Charlton and Cllr Smith to attend the meeting, together with the Clerk.
- 123. Council to consider appointing Wellers Hedley as new solicitors to act in any forthcoming negotiations.** Council considered fee proposal and voted to appoint Frances Webster of Wellers Hedley
- 124. Pavilion build:** Council to consider appointment of Oxford Architects as principal designers, RIBA stages 4-6 as outlined in the proposal of 28 May 2021 for a fee of £2,750 plus (if needed) £250 for site visits per half day. Council also to request clerk to confirm in writing to Oxford Architects appointment to take the project through to RIBA stage 6 as outlined in its fee proposal of 28 October 2018. Council voted to accept this and instructed the clerk to sign the agreement.
- 125. Next meetings:**
- Monday 1 November
- Monday 6 December
- Council to decide on date for January meeting: as first Monday of month is a bank holiday it was agreed the January meeting would be held on Monday 10th as there will still be 4 weeks until the February meeting.
- Clerk to organise finance committee meeting in October.
- 126.** Council to consider closing the meeting to the public to discuss item 127 (under the Public Bodies (Admission to Meetings) Act 1960). Council voted to close the meeting.
- 127. Pavilion build:** council to consider tenders received on 9 July, including terms of appointment and negotiation of proposals outlined by Cllr Warr, project leader. Wide spread of tenders received, all of which were above the amount available in S106 monies. Lowest bid was value engineered to £631,152 from LifeBuild which will require a shortfall of c. £30,000 to be made up by other means, to be decided going forward. Council resolved to accept the tender from LifeBuild, with contract to be drawn up by Oxford Architects to be signed by the clerk and chairman.

Meeting concluded at 8.45pm

Clerk: Sarah Bates

Signed Chairman Date