



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

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02 February 2022

Dear Councillor

The next meeting of the Parish Council will be held on **7 February at 6.30pm** the Swallow Room, the Village Hall.

All Councillors are summoned to attend for the purpose of considering and resolving upon the business set out below. Public and press are welcome to attend. Members of the public wishing to speak during public participation must inform the clerk via email or in writing by **Thursday 3 February** including the subject matter: if they are unable to attend the meeting they will receive a written response from the clerk in the days following the meeting.

Yours faithfully

A handwritten signature in black ink that reads 'Sarah Bates'.

SARAH BATES
Parish Clerk

AGENDA

185. Apologies

186. Reports from District Councillor Cllr Eric Batts and County Councillor Juliette Ash.

187. Public Participation: an adjournment of 20 minutes to allow the public to ask questions.

188. Approval of minutes of the meeting of 10 January 2022.

189. Clerk's report

190. Declarations of interest:

191. Planning Applications for consideration:

- a. [P21/V3549/HH](#): Rosemont, Hanney Road, Southmoor, OX13 5HT: alterations and single storey side and rear extensions.
- b. [P21/V3503/HH](#): Hamilton House, Charney Road, Longworth, OX13 5HW: conversion of 2 bay garage into en-suite guest bedroom/annexe. Conversion of 3 bay garage and workshop into the pool room, games room and gym. Addition of an outdoor swimming pool and pump house south of this building.
- c. [P22/V0039/HH](#): 4 Fir Tree Close, Southmoor, OX13 5DQ; Resubmission of previously approved application - Two storey extension and enlargement of

existing drive - ref P18/V2804/HH

- d. [P21/V2015/FUL](#): S19 Kingston Bagpuize Business Park, Kingston Bagpuize: siting of a shipping container for storage of materials and machinery
- e. [P22/V0042/FUL](#): Land at Oxford Close Oxford Road Kingston Bagpuize OX13 5AP: Subdivision of existing two bedroom flat (plot 6 of planning approval P19/V0953/FUL) to create 2 x 1 bedroom flats, with associated operations including provision of additional parking space.
- f. [P22/V0134/HH](#): 43 Blandy Avenue Southmoor Abingdon OX13 5DA: rear gable extension and loft conversion. Single storey rear extension with oak frame. Increase eaves by 800mm with increased roof pitch. Upgrade external finish with white render and timber cladding where specified.

192. Planning Applications results:

- a. **P21/V3390/HH: 6 Storksbill Lane Southmoor Abingdon:** Single storey rear extension, garage conversion and single storey front extension. **Permission granted.**
- b. **P21/V3059/FUL:** Webbs Barn Cottage Witney Road Kingston Bagpuize Abingdon: Construction of new 3 bedroom detached 2 storey dwelling with 2 bay carport. **Permission granted.**

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

Payments

Payee	Details	Invoice No(s)	Amount (£)	VAT (£)	Total payment to payee (£)	Date of Payment
HP Instant Ink	Ink replacement service	DD				11/01/2022
Zoom	Annual subscription	127569437	119.90	23.98	143.88	13/01/2022
Life Build	1st payment – pavilion build	BACs	6,308.95	1,261.79	7,570.74	18/01/2022
Village Hall	Office rental	SO	210.00	-	210.00	03/02/2022
GiffGaff	Mobile phone	DD	5.00	1.00	6.00	06/02/2022
AKS Ward	Structural engineer (pavilion build)	36028	220.00	44.00	264.00	09/02/2022
BGG Garden Care	Litter picking		awaited			09/02/2022
Parish Online	Mapping service annual subscription	38UE036-0006	135.00	27.00	162.00	09/02/2022
Spartan Cleaning	Cleaning of bus shelters	1430	140.00			
Spartan Cleaning	Installation of SID and solar panel and brackets on remaining poles	1431	72.00	-	212.00	09/02/2022
Ubico	Dog bins		awaited			09/02/2022
White Horse Pest Control	Mole control in burial ground	31 Jan	150.00	-	150.00	09/02/2022
Clerk (salary)	Salary		Confidential			25/02/2022
OCC Pension Fund	Pension contributions		Confidential			25/02/2022

Receipts

Date	Method of Receipt	From	Details	Amount (£)
24/01/2022	Ch	Edward Carter Funeral Directors	Burial ground fees	85.00
24/01/2022	BACs	HMRC	VAT reclaim	2,323.68

194. Councillors to be appointed to authorise the month's online payments.

195. Virements: ratification of proposed virements of sums into earmarked reserves:

- a. Council to approve £15,000 to be taken from general reserves to be put in an earmarked reserve to cover shortfall in funds for pavilion build.
- b. Council to approve £10,000 (£6,289 from general reserves, £3,711 from code 130/4410, Recreation & Play/Repairs & Renewals) to be transferred into an earmarked reserve to fund replacing the Jubilee Fort play equipment.
- c. Next year's budget – division of budget for tree maintenance split between Trees & Parks and Sports Field according to the costs indicated on the tree survey.

196. Appointment of internal auditor: council to consider appointing David Cuthbertson of Shilton Accounting as internal auditor (as per last year), at a fee of £250.

197. Tree maintenance: council to consider approval of tree works as outlined on Ringrose's tree survey of November 2021 as needing work within 3 months, to the cost of £350.00 (Ringrose) and £450.00 (Young's Tree Services). Sum to be taken from the 2022-23 tree maintenance budget.

198. Pavilion build – payments: council to acknowledge payment schedule to Life Build Solutions and approve payments to be made between meetings in order to comply with the schedule.

199. Proposed zebra crossing on A415: OCC Highways has confirmed the location for the proposed crossing is immediately to the north of the entrance to Appletrees on Abingdon Road and has requested that parish council support for the crossing is confirmed in order to progress the project: motion to decide, with reference to documents and details provided by OCC Highways, whether to support the installation of the crossing.

200. Recreation and Play Facilities: report from Cllr Weeks.

201. Grant & donation requests (total related council budget £4,000: balance £3,525):

- a. **Kingston Bagpuize Cricket Club**, application form completed for grant for temporary accommodation/facilities during new pavilion build and permanent storage facilities, amount requested: £8,000 (LG(MP)A 1976 s.19(3))
- b. **Southmoor Baby & Toddler Group**, application form completed for a donation towards apparatus, amount requested: £250 (LG(MP)A 1976 s.19(3))
- c. **Citizen's Advice**, application form completed for donation towards general costs, amount requested: £525 (LGA 1972 s.142(2A))

- d. **Cedar Club**, application form completed for donation towards general running costs, amount requested: £1,000 (LGA 1972, s139).
- 202. Queen's Platinum Jubilee:** committee to appoint chairman, agree date to meet, during which a list of actions to be drawn up with deadlines, with committee members assigned to the actions. Committee to report back monthly to the full council.
- 203. Dogs on sports field:** council to consider whether signage is sufficient to deter dog walkers or whether larger or extra signs required.
- 204. Street naming:** council to consider approval of proposal by developer of properties at Webbs Barn Cottage to name the street "Webbs Orchard".
- 205. Thames Water and Lioncourt application:** update for information from Cllr Grant.
- 206. Public Transport (S6) used by school children –** update for information from Cllr Swale.
- 207. Parking problems, Draycott Road:** Council to consider supporting the Village Hall Committee's proposal to offer specific parking spaces to Corne Motors in response to parking problems caused on Draycott Road.
- 208. Sports pavilion build:** motion to authorise the chairman and vice-chairman to sign the JCT Intermediate Form of Contract in respect of the sports pavilion project having thoroughly reviewed its contents.
- 209. Next meetings:**
- Monday 7 March
Monday 4 April