



Kingston Bagpuize with Southmoor
Parish Council
The Village Hall
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**PARISH COUNCIL MEETING
4 APRRIL 2022, 6.30pm, Swallow Room, Village Hall**

Present: Cllr Bello, Cllr Charlton, Cllr Forster, Cllr Grant (Chairman), Cllr Smith, Cllr Swale, Cllr Warr, Cllr Weeks

MINUTES

3 members of the public

234. Apologies: Cllr Linda Pearce (isolating), District Cllr Eric Batts, County Cllr Juliette Ash

235. Reports from District Councillor Cllr Eric Batts and County Councillor Juliette Ash: councillors not able to attend. Report from County Cllr Ash received after the meeting and published separately. Report from District Cllr Batts awaited.

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

237. Approval of minutes of the meeting of 7 March 2022: the minutes were agreed to be a true and accurate record of the meeting.

238. Clerk's report:

Cllr Bello had been in touch with the clerk out of courtesy to advise the council that the residents of the Orchard Gate development would be holding a celebration event for the Queen's Platinum Jubilee on the public open space off Petypher Gardens on Saturday 4 June in the afternoon. This is likely to take the form of a picnic but she will advise the clerk of the full details once they are finalised. All litter and belongings will be removed after the event.

The stone bus shelter outside the Hind's Head Co-op has been demolished by OCC contractors as agreed, leaving the back wall which forms part of the boundary. This has resulted in greatly improved sightlines for drivers and pedestrians at the entrance/exit of the car park.

239. Declarations of interest: Cllr Grant declared an interest in item 240.e.

240. Planning Applications for consideration:

- a. [P22/V0536/HH](#), 9 Buchan Place, Kingston Bagpuize, Abingdon OX13 5GE, Two storey rear extensions to No 8 and No 9 Buchan Place plus single storey side extension to No 9, core policy 37, design guide ?, complicated roof design, loss of amenities for neighbours. The council voted to object as the application fails to comply with local planning policies CP37 (design quality, scale of development, overwhelming existing dwellings etc.), DG105 (complicated roof forms - extensions not subordinate to existing), DP23 (loss of amenity to others – i.e. nos 5, 6,7 Buchan Place).

- b. [P22/V0557/FUL](#), Lower Lodge Farm, Charney Road, Longworth, Abingdon OX13 5HW, Variation of Condition 2 (Approved Plans) on P18/V0940/FUL -Changes include reconfiguration works to the floor plan, materiality, fenestration, canopy design, and relocation of the workshop and car port. The council did not have any objections to this application.
- c. [P22/V0605/FUL](#), Lower Lodge Farm Charney Road Longworth Abingdon OX13 5HW, Conversion of existing barn, including ancillary buildings. The council did not have any objections to this application.
- d. [P22/V0628/HH](#), Paddock End, Beggars Lane, Longworth, Abingdon OX13 5BL, Install PVCu orangery to the side elevation. The council did not have any objections to this application.
- e. [P22/V0691/HH](#), Whispering Trees, Rectory Lane Kingston Bagpuize Abingdon OX13 5AT, Single storey side extension; fit two velux cabrio balconies; remove existing canopy over the front door and form new porch. The council did not have any objections to this application.

241. Planning Applications results:

- a. **P21/V3279/FUL**, Courts, Southmoor Village Hall, Draycott Road Southmoor OX13 5BY, permission granted
- b. **P22/V0251/HH**, 18 Wood Lane, Longworth, Abingdon OX13 5PL, Single storey garden outbuilding. Permission granted.
- c. **P21/V2816/LB**, Lamb and Flag House Faringdon Road Longworth Abingdon OX13 5HN: proposed replacement of the existing timber framed windows to the front elevation. Permission granted.

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

Payments:

Payee	Details	Budget code/heading	Amount (£)	VAT (£)	Total payment to payee (£)	Date of Payment*
HP Instant Ink	Ink replacement service	Admin/office costs	3.74	0.75	4.49	11/03/2022
Land registry	Land reg doc	Admin/office costs	3.00		3.00	14/03/2022
Life Build	Construction (pavilion)	Pavilion build	76,184.30	15,236.86	91,421.16	16/03/2022
Epson	Ink cartridge for office	Admin/office costs	14.12	2.82	16.94	17/03/2022
Land registry	Land reg docs	Admin/office costs	6.00		6.00	21/03/2022
GiffGaff	Mobile phone	Admin/office costs	5.00	1.00	6.00	24/03/2022
Cannings	Leaf blower	Burial ground, maintenance	239.17	47.83	287.00	25/03/2022
Pitchworks	Football nets	Rec & Play, repairs & renewals	158.00	31.60	189.60	25/03/2022
Village Hall	Office rental	Admin/office costs	210.00		210.00	03/04/2022
		Total amount (paid between meetings)			92,144.19	
BGG Garden Care	Litter picking	Litter	337.50	67.50	405.00	06/04/2022
Church PCC	Stall at fete	Admin/office costs	15.00		15.00	06/04/2022
ICCM	Annual subscription	Subscriptions	95.00		95.00	06/04/2022

Logs Unlimited	Grass cutting	Grass cutting	438.00	87.60	525.60	06/04/2022
Rialtas	Accounting software annual licence and support	Admin/office costs	129.00	25.80	154.80	06/04/2022
Ringrose	Tree surgery	Tree maintenance, Streets/Parks/Sports field	350.00	70.00	420.00	06/04/2022
Spartan	Cleaning of bus shelters	Streets/Parks, Maintenance	140.00		140.00	06/04/2022
Spartan	Moving SIDs	Streets/Parks, traffic calming	35.00		35.00	06/04/2022
Thames Valley Archaeological Services	Archaeological services (pavilion build)	Pavilion build	1,245.00	249.00	1,494.00	06/04/2022
Ubico	Dog bins	Dog bins	346.19	69.24	415.43	06/04/2022
Wantage Silver Band	Queen's Platinum Jubilee event	CIL spend 20/21 (QPJ)	300.00		300.00	06/04/2022
Young's Trees	Tree surgery	Streets/Parks, tree maintenance	880.00	176.00	1,056.00	06/04/2022
Life Build	Construction (pavilion)	Pavilion build	66,649.15	13,329.83	79,978.98	14/04/2022
Clerk (salary)	Salary	Salary (net)			Confidential	25/04/2022
OCC Pension Fund	Pension contributions	Pension			Confidential	25/04/2022
				Total amount to be paid	85,034.81	

Receipts:

Date	Method of Receipt	From	Details	Amount (£)
14/03/2022	BACs	Vale of White Horses DC	S106 payment (portion) towards new pavilion	74,237.85
21/03/2022	BACs	Gigaclear Ltd	Payment for access to land	100.00
22/03/2022	BACs	HMRC	VAT repayment	10,166.98

243. Councillors to be appointed to authorise the month's online payments. Cllr Weeks and Cllr Warr were appointed

244. Asset register: council to approve and acknowledge updated asset register presented by the clerk. Discussion held around how to ensure an up-to-date value is maintained against assets. Clerk advised that for audit purposes the only changes should be to show new acquisitions and disposals. To be finalised and approved at May meeting. Finance Committee to look at method of updating for insurance purposes only.

245. Recreation and Play Facilities:

- a. Report from Cllr Weeks. The March council inspection recorded that one resin climbing stone was missing from the Jubilee Fort, manufacturer to provide replacement at no cost. New football nets now installed at the Millennium Green. Update on proposed grant from football foundation: Cllr Weeks has investigated this possibility and been in touch with the Berks & Bucks FA, who advised that there is a possibility of funding from of the Football Foundation, but that there would be a requirement for a pitch report. Cllr Weeks to consult with the secretary of Kingston Colts on taking the matter forward.
- b. Council to consider the RFC's recommendation to approve the revised 4-year plan for the Fir Tree Close play area and School Lane recreation ground following its annual review. The review confirmed that the parish council had completed

the programme of work for Year 3 Plans, except for the trampoline and zip-wire which were abandoned for reasons of health & safety concerns and lack of comparable quotes received, respectively. The focus for Year 4 is to establish an Ear Marked Reserve (EMR) fund for the replacement of the Jubilee Fort. Council voted to approve the plan as set out by Cllr Weeks.

- 246. Draft litter collection/picking contract** – council to approve specification for litter contract as presented by the clerk, with agreement to be reached on the queried points. Proposal to increase scope of works to litter pick westwards beyond Beggar's Lane to Charney roundabout. As budget for this is already set this will be included as an extra and decision made to include dependent on quotes received. Provision to be made to combine both litter and dog bin contracts if contractor is able to provide both services for an acceptable cost. Clerk to advertise.
- 247. Dog bin contract** – council to approve specification for dog waste collection contract as presented by the clerk. Council agreed scope of works. Clerk to advertise as above.
- 248. Table tennis table:** council to decide whether to accept table from the Vale following update on information from the clerk. Proposed by Cllr Bello, seconded by Cllr Swale. Cllr Smith and Cllr Weeks to coordinate agreement of siting, and installation and coordinate with clerk.
- 249. Gate to path to Rimes Lane:** council to consider quotes received for supply and installation of a gate to replace the existing stile as previously discussed. The council agreed to accept the quote from Oxford Fencing for supply of the gate and posts and Logs Unlimited for installation. The cost of the work will be paid from CIL monies.
- 250. Resurfacing of path to Rimes Lane:** council to consider motion by Cllr Charlton to resurface this path, informed by quote received in August 2021. Council requested quotes sought to fill in the trip hazards, uneven ground at the top of the path only.
- 251. Update from Queen's Platinum Jubilee Committee – Cllr Bello.** Second planning meeting was held on 24 Feb. Overall budget is £2500 with £300 on Wantage Silver Band and £175 for advertising spent so far. Pending costs include £410 flyers, banners and posters. Sponsorship sought for banners. Hire of toilet facilities being debated. Sound system and generators being sourced. Donation to Air Ambulance being considered as a proposal to council. Purchase of 7 lime trees pending, however these will not be able to be received/planted until Nov. Responses from village clubs very low. Suggestions put forward for a local resident to light the beacon.
- 252. Update on pavilion build - Cllr Warr:** contractor up to wall plate level, soon will be moving on to roof trusses. Contractor about a week behind but hoping to make that time up. Existing septic tank not big enough to service the pavilion, so looking at other options. Still on track to complete by first week of August.
- 253. S106 funding agreement for new pavilion:** motion for the council to resolve to accept the agreement, to then be signed by two councillors and witnessed by the clerk. Motion carried. Document signed by Cllr Grant and Cllr Forster and witnessed by the clerk at the end of the meeting.
- 254. Sports field licence on completion of pavilion:** council to consider for approval proposal that Wellers Hedleys draft the new licence between the parish council and sports club, the terms to be effective from the date the new Pavilion is ready to use. Quote received for £950 to draw this up. Cllr Grant proposed acceptance, seconded by Cllr Charlton, motion carried.
- 255. Council to acknowledge agreed statutory pay award of 1.75% to the clerk as**

advised by NALC for the financial year 2021-22 to be backdated to 1 April 2021.
The chairman to write to the clerk to confirm the award. This was duly acknowledged.

256. Next meetings:

Monday 9 May 2022, 6.30pm Annual Meeting of the Parish Council

Monday 23 May 2022, 7pm, annual parish meeting.

Monday 6 June 2022, 6.30pm ordinary meeting of the parish council

Meeting concluded at 8.20pm

Clerk: Sarah Bates

Signed Chairman Dated