



Kingston Bagpuize with Southmoor
Parish Council
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PARISH COUNCIL MEETING 7 NOVEMBER 2022

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

Cllr Eric Batts

8 members of the public

MINUTES

133. Apologies: Cllr Pearce (recovering from surgery)

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

Cllr Batts: Lioncourt application (Land East of Kingston Bagpuize) was due to be considered on 30 November, but will not happen as still waiting for information from developer, expecting to go to committee early 2023. Vale has published results of its call for sites for development which can be viewed on its website. Boundary review application from the parish council refused on the grounds that the Lioncourt planning application had not yet been approved. Full council meeting held in October – call for ban on fracking which was supported unanimously. Two more full council meetings in December and February before local elections. Network Rail doing work on railway bridge at Botley Road, and it is proposed by OCC that Botley Road will be closed in the area of the bridge from 8 Jan for a year (there will still be pedestrian and cycle access). Group opposing reservoir at Garford having public consultations 6 Dec Garford, East Hanney 9 Dec. Application for solar farm at Denchworth, consultation meeting end Nov.

135. Public Participation: an adjournment of 20 minutes to allow the public to ask questions. Question asked regarding actions to prevent overdevelopment of the village. Cllr Batts encouraged local residents to study the Vale's call for sites publication to inform themselves of where and what they are in order to form a decision on whether it is opposed or not. As this is a matter concerning all residents, opinions should be canvassed as to whether there is support or opposition for the development.

136. Approval of minutes of the meeting of 3 October. Agreed to be a true and accurate record of the meeting.

137. Clerk's report

- a. Fire risk assessment has been carried out on the pavilion by Turner Fire Safety Ltd, highlighting some actions that need to be taken within the next 2 months.
- b. Tree work programme has been started by Young's Trees and will continue over the next few months.
- c. Letters have been written to those relatives where an address could be found regarding levelling of the mounded plots in the burial ground.

- d. Finance committee meeting to be arranged before December meeting.

138. Declarations of interest: Cllr Smith, item 144(b)

139. Planning Applications for consideration:

- a. [P22/V2292/FUL](#), Plot 6, Springhill Farm, Little London Lane, Southmoor OX13 5HL. Erection of detached double garage. **Council voted no objections.**
- b. [P22/V1874/LDP](#), 2 Aelfrith Court Kingston Bagpuize Abingdon Oxfordshire OX13 5PW, enclose existing car port to make garage. **Council voted no objections.**
- c. [P22/V2481/HH](#), Stone Haven, Bellamy Close, Southmoor OX13 5AB. Garage conversion with an extension and increase in roof pitch to form an ancillary granny annexe. Objection: to query stairs within a “granny annexe”, the number of parking spaces appears to be 2 not the 3 advised, and that it is claimed within the supporting letter to the application that should it cease to be needed a “granny annexe” it would be subsumed into the main house when in fact the garage is sited some distance from the house. Cllr Batts to request with planning officer that if approved the annexe should have conditions imposed to prevent it being used as a separate dwelling rather than accommodation for an elderly relative.
- d. [P22/V2238/HH](#), 12 Larch Close, Southmoor Abingdon OX13 5DD, Demolition of existing garage. Proposed single storey front extension, two storey side extension, part two storey, part single storey rear extension. Objection on the grounds that: the new west wall is incredibly close to the neighbouring boundary of no. 14 Larch Close to the extent that a foundation cannot be provided that does not encroach on the neighbouring property. In addition, the paving over of the front garden to provide car park spaces is contrary to government guidelines covering natural surface water drainage. Any permission needs to condition the choice of material and design to allow the safe passage of surface water to the substrate.

140. Planning Applications results:

- a. [P22/V1831/HH](#), Webbs Cottage, Witney Road, Kingston Bagpuize OX13 5AN. Single storey rear extension – permission granted
- b. [P22/V2055/FUL](#), Land Adjacent Wayside House, Longworth Abingdon OX13 5BL, Solar PV array comprising 40 modules on a gravelled base, permission granted

141. Date for next Planning Committee meeting: 1 December, 6pm, Elkins Room

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

- a. **Payments:** Councillors provided with a list of payments for the month for approval which will be shown on the minutes of this meeting.

Payee	Details	Budget Heading	Amount (£)	VAT (£)	Total payment to payee (£)	Date of Payment*
HP Instant Ink	Ink replacement service	Admin & office	3.74	0.75	4.49	11/10/2022
British Gas	Gas supply - pavilion 12 Sept-11 Oct	Sports Field & pavilion maintenance	109.60		109.60	31/10/2022
Village Hall	Office rental	Admin & office	210.00		210.00	03/11/2022
Post Office (KB)	Postage stamps	Admin & office	11.40		11.40	03/11/2022
Microsoft	Microsoft 365 subs	Admin & office	66.66	13.33	79.99	16/10/2022
Dell Tech	Laptop, inc transfer of data	Admin & office	520.83	104.17	625.00	09/11/2022
Clerk	Reimbursement for mobile phone package paid to GiffGaff	Admin & office	5.00	1.00	6.00	09/11/2022
MyVision Oxfordshire	Donation	Grants & Donations (S137)	350.00		350.00	09/11/2022
OALC	Training, Cllr Weeks, Internal Controls	Training	55.00	11.00	66.00	09/11/2022
Oxford Architects	CDM services - issue of H&S file	Pavilion build	550.00	110.00	660.00	09/11/2022
Oxford Architects	Architectural services, RIBA stage 6-7	Pavilion build	975.00	195.00	1,170.00	09/11/2022
Redlynch	Supply/installation of grass matting	R&P, maintenance	1,328.00	265.60	1,593.60	09/11/2022
Shield Maintenance	Litter bins	S&P, litter	386.96	77.39	464.35	09/11/2022
Shield Maintenance	Dog bins	S&P, dog bins	95.33	19.07	114.40	09/11/2022
Spartan	Cleaning of bus shelters (biannual deep clean) Sept	S&P, maintenance	225.00		225.00	09/11/2022
Spartan	Cleaning of bus shelters Oct	S&P, maintenance	140.00		140.00	09/11/2022
Turner Fire Safety	Fire safety audit for pavilion	Sports Field & pavilion maintenance	300.00		300.00	09/11/2022
Clerk	Salary	Staff salary (net)				25/11/2022
OCC Pension Fund	Pension contributions	Pension contributions				25/11/2022

b. Receipts – council to acknowledge list of receipts shown

Date	Method of Receipt	From	Details	Amount (£)
28/10/2022	BACs	Sports Field Assoc	Reimbursement for gas bill for pavilion	109.60
28/10/2022	BACs	Vale of White Horse DC	CIL monies	14,351.71

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

144. Recreation and Play Facilities:

- a. Report from Cllr Weeks, including the October inspection. General update: grass matting has been replaced under rockers in the playground and repair to hole in safety surface at outdoor gym carried out on 17 Oct, minor repair to Jubilee Fort climbing net made and disclaimer sign at outdoor gym now back in place. Update on potential grant from Football Foundation – progress report requested several times, eventually soliciting a response. Assigned pitch advisor contacted to request release of assessment report, eventual response confirmed no progress has been made in this regard. Cllr Weeks of the opinion that this application will be fruitless and that a sum for the work should be considered for next year's budget. Monthly council inspection noted four minor findings.
- b. Council to consider quotes from Logs Unlimited and Sorbus GC for decompacting the Jubilee Fort safety surface. Council voted to accept Sorbus' lower quote of £61.25.

145. Update from Speeding Working Party by Cllr Forster: further meeting held of the group on 27 October. No success has been had in contacting Matthew Barber to ascertain Thames Valley Police's likelihood of supporting ANPR cameras in the near future. The meeting discussed the stretches of road to be considered for the "20's

Plenty” initiative. These included either two sections of Faringdon Road or one long stretch between Bellamy Close and Cherrytree Close. Committee would like to engage with local residents to elicit their views and will be considering how best to achieve this. County Cllr Juliette Ash’s support will be sought to take any proposals forward with OCC Highways. A further proposal that the group would like the parish council’s support for is for an uncontrolled road crossing on east end of Faringdon Road constituting a dropped kerb, refuge island and tactile paving, and the subsequent removal of the diagonal crossing on the Witney Road. No measures can be achieved without the support of Oxfordshire County Council. (See end of minutes)

- 146. Speed limit on Faringdon Road west of Charney Road Roundabout:** council to consider request to OCC Highways to instigate traffic calming measures such as reduction of speed limit to 30mph following reports of dangerous driving in the area. Clerk to contact Highways to ascertain whether there are measures that can be put in place such as warning signs and/or reduction in the speed limit. Registration plates of vehicles deemed to driving dangerously have been passed to the police by local residents.
- 147. Remembrance Sunday arrangements:** update from Cllr Grant. Service to be held on the Millennium Green at 10.15am. 16 servicemen in total attending. Procession to war memorial for Act of Remembrance. Soldiers will activate the road closures during the Act of Remembrance. Rev David Tyler, Archdeacon of Dorchester, taking service. Council to agree sum to be put towards hospitality following wreath laying and agree on who will be included in this. Local resident has offered to cover cost for soldiers. Chairman’s allowance previously agreed in budget as £500 which will go towards the rest of the cost.
- 148. Sponsorship from local financial management business:** councillors requested to put forward proposals for subject of sponsorship following offer for funds for the local community from local businessman. Vote to be made on proposals. Councillors put forward suggestions of money towards a microforest on the Millennium Green and John Blandy Educational Trust.
- 149. British Gas account for pavilion –** council to consider approval of retaining British Gas account for the pavilion until end of fixed term in May, with clerk to invoice the Sports Field Association on a monthly basis for reimbursement. Council resolved to accept this arrangement.
- 150. Caretaker for pavilion:** council to consider, once a job description has been prepared, discussing with the Sports Field Association and the management committee of the Village Hall, the appointment of a single individual as joint caretaker for both the pavilion and the Village hall. Agreed to consider, but cannot proceed on a recruitment process until job descriptions are agreed.
- 151. Door code – village hall:** Council to consider requesting the door code for the village hall for emergency purposes be supplied to the clerk to be then forwarded to the council’s Civil Protection Officer. Council agreed to make this request.
- 152. Equality, Diversity and Inclusion policy:** the council reviewed the policy and made no changes. To be reviewed in 2 years’ time.
- 153. Risk Management Policy:** the council reviewed the policy and made no changes. To be reviewed in 2 years’ time.

20.15pm Cllr Swale left the meeting

- 154. Council to consider closing the meeting to the public to discuss item 155 (under the Public Bodies (Admission to Meetings) Act 1960).** Council agreed to close the

meeting.

155. Clerk’s appraisal/salary review: council to consider recommendations for salary review from the staffing committee following clerk’s appraisal. The clerk left the room during council discussion. Following discussion it was agreed that the clerk’s hours needed to be increased to 22 hours per week from December. As no appraisal or salary review had taken place for 2022-23 the council resolved that the clerk should move up two salary scale points to scale 27 from 1 April 2023. An NJC salary scales review has been published at the beginning of November and awarded £1 per hour on all scales. NJC conditions of service apply to the clerk’s contract and this pay award will be backdated to April 2022.

156. Next meetings:

Monday 5 December

Monday 9 January

Meeting concluded at 8.30pm

Cllr Juliette Ash arrived at the conclusion of the meeting having been held up elsewhere and discussion was held regarding speeding concerns. Cllr Ash recommended a meeting with the county council traffic and safety officers to carry out a survey of the area to make recommendations on what the most appropriate measures would be and how these can be achieved.

Clerk: Sarah Bates

Signed chairman Dated