



Kingston Bagpuize with Southmoor
Parish Council
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**MEETING OF THE PARISH COUNCIL
MONDAY 3 APRIL, 6.30pm, SWALLOW ROOM, VILLAGE HALL**

Present: Cllr Oyebola Bello, Cllr Ian Charlton, Cllr Brian Forster, Cllr Virginia Grant, Cllr Linda Pearce, Cllr Steve Smith, Cllr David Warr, Cllr David Weeks

9 members of public

County Cllr Juliette Ash

MINUTES

Thanks given to all councillors by the chairman for their service during this term of office, particularly throughout the difficulties of covid.

247. Apologies: council to receive apologies for absence and to approve reasons for absence where appropriate. Cllr Swale (away), District Cllr Eric Batts

248. Reports from District Councillor Cllr Eric Batts (read out by the chairman, see appendix 1) and

County Councillor Juliette Ash: council tax is to rise by 5%. Boundary changes – reorganisation due to number of houses and growth. Buses for senior school children – proposal to remove the spare seat scheme, which Cllr Ash opposes. LTN. 20s Plenty schemes are progressing but concern from the bus companies worried about some stretches as it could slow down route. Asked about zebra crossing on A415 and timings. Closure of Botley Road bridge discussed and concerns expressed on how those with mobility problems trying to access healthcare at the Oxford hospitals will manage during this long period.

249. Public Participation: an adjournment of 20 minutes to allow the public to ask questions. Resident expressed thanks to councillors and clerk. Complaint raised that the steps leading to the footbridge over A420 are in disrepair, advised to report to OCC via Fix My Street.

250. Approval of minutes of the meeting of 6 March 2023. Agreed to be a true and accurate record of the meeting.

251. Clerk's report:

- a. Thames Water have asked to give a presentation on its application to upgrade its treatment works. Invited to attend the annual parish meeting on 22 May.
- b. Taylor Wimpey – transfer of public open space. Clerk chased this up with the Vale as there has been no contact for 6 months. Advised that if the Vale does not receive a response by Easter, it will escalate with its legal team to pursue a breach of obligation.
- c. Interest on the council's savings account has now increased to 2.16%

- d. Clerk needs new printer – to be sourced and purchased with credit card (once received).
- e. Orchard Gate apple sculptures have been cleaned and repair carried out on one that has been vandalised.
- f. Clerk has sourced contractor to monitor and maintain the fire alarm system at the pavilion: Executive Alarms will charge £240p.a. This needs to be put in place as soon as possible.
- g. Councillor emails – these will be deactivated as soon as members cease to be councillors
- h. Invoices received by end of the month: owing to the election the clerk cannot be sure whether there will be sufficient signatories to authorise payments at the May meeting, which is also not being held until the middle of the month. Therefore the clerk will set up payments to any contractor or regular payee to be authorised before the election and to be reported to the council at the following meeting.

252. Declarations of interest: none declared.

253. Planning Applications for consideration:

- a. **P23/V0500/HH**, 4 Cascade Corner, Longworth, OX13 5GB, Single storey rear extension: No objection
- b. **P23/V0361/HH**, Stone Haven, Bellamy Close, Southmoor, OX13 5AB, Garage conversion to form an ancillary granny annexe: council voted to object on recommendation of the planning committee as follows: the previous application at the same property in 2022 met refusal for reasons as follows: the proposed annexe would not be physically or functionally integrated with the principal dwelling, contrary to advice within the Joint South and Vale Design Guide and policy DP4 of the adopted local plan 2031 part 2 and the form and appearance of the prominently located proposed annexe would be incongruous for a domestic outbuilding, having regard to its large dormer windows, its degree of fenestration, steep roof pitch and flat-roofed extension, and would be out-of-keeping with the character of the area, contrary to advice within the Joint South and Vale Design Guide and policy DP37 of the adopted local plan 2031 part 1. The current application is for the same use but without the single storey extension to the altered garage. The parish council supported the reasons for refusal last time, which the current application does nothing to ameliorate, except the omission of the single storey extension, therefore its objection stands.
- c. **P23/V0544/HH**, 18 Latton Close, Southmoor, OX13 5AE, Part single/two storey rear extensions. New vehicular access off Latton Close. No objection – comment to be included in response regarding new vehicular access possibly leading to further development.
- d. **P23/V0584/HH**, 5 Acacia Gardens, Southmoor, OX13 5DE, Construction of rear dormer window to main roof and insertion of roof windows to existing kitchen extension, front porch and partial garage conversion. No objection.
- e. **P23/V0607/HH**, Niesen, Faringdon Road, Southmoor OX13 5AF, two storey side and single storey rear extension. No objection.

254. Planning Applications results:

- a. P22/V2980/FUL, Tall Trees 11 Rimes Close Kingston Bagpuize Abingdon OX13 5AL, Proposed erection of dwelling in side garden of 11 Rimes Close. (As amended & amplified by information received 25 January 2023). Permission granted (with conditions)

255. Report on meeting with Catesby Estates, for information only. Cllr Grant initially outlined contents of second meeting on 16 March with Nicholas King Homes (following initial meeting in December, reported to the parish council at its January meeting), who are now preparing to submit a planning application (notes on meeting, appendix 1). Link to website outlining proposals is on parish council website (www.kbsparishcouncil.org.uk). Catesby Estates, land promoters who have had a long term option on land south of Springhill had also requested a meeting was with the parish council which was held on 28 March and attended by Cllrs Grant and Warr along with the clerk (notes on meeting, appendix 2).

256. Date for next Planning Committee meeting: Thursday 27 April, 6pm, Elkins Room

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

a. Payments

| Payee | Details | Budget Heading | EMR applied | Amount (£) | VAT (£) | Total payment to payee (£) |
|-------------------------|--|-----------------------|--------------------|-------------------|----------------|-----------------------------------|
| Village Hall | Office rental | Admin & Office | | 220.50 | | 220.50 |
| British Gas | Gas supply to pavilion | Spo & Pav, maint | | 166.32 | | 166.32 |
| Home Front | Rec & play supplies (deposit) | R&P, R&R | | 412.50 | 82.50 | 495.00 |
| Webbs Build Merch | Play bark | R&P, maint | | 749.70 | 149.94 | 899.64 |
| Artisan Print | Jubilee Pavilion signage | Pavilion build | | 261.85 | 52.37 | 314.22 |
| Autela Payroll Services | Payroll services | Admin & Office | | 57.76 | 11.55 | 69.31 |
| Glasdon | 2 dog bins and fixings | S&P, dog bins | | 586.24 | 117.24 | 703.48 |
| Home Front | Rec & play supplies (balance) | R&P, R&R | | 137.50 | 27.50 | 165.00 |
| KBS News | Advert for coronation event | CIL spend 21/22 | CIL 21/22 | 35.00 | | 35.00 |
| Logs Unlimited | SIDs rotation | S&P, traffic calming | | 54.00 | 10.80 | 177.60 |
| Logs Unlimited | Installation of 2 dog bins | S&P, dog bins | | 94.00 | 18.80 | |
| OALC | Resources (Good Councillor guides) P&P | Admin & Office | | 78.00 | 2.00 | 80.00 |
| Shield Maintenance | Dog bins | S&P, dog bins | | 95.33 | 19.07 | 578.75 |
| Shield Maintenance | Litter and litter bins | S&P, litter | | 386.96 | 77.39 | |
| Sisters of Swing | Performance for Coronation event | CIL spend 21/22 | | 350.00 | | 350.00 |
| Spartan | Cleaning of bus shelters | S&P, maint | Not rec'd | | | - |
| Village Hall | Room hire | Admin & Office | | 135.00 | | 135.00 |
| Wantage Silver Band | Performance for Coronation event | CIL spend 21/22 | CIL 21/22 | 400.00 | | 400.00 |
| Wellers Hedleys | Legal fees relating to sports field/pavilion licence | Professional fees | | 1,350.00 | 270.00 | 1,620.00 |
| Clerk (salary) | Salary | Staff salary | | | | - |
| OCC Pension Fund | Pension contributions | Pension | | | | - |

b. Receipts

| Date | Method of Receipt | From | Details | Amount (£) |
|------------|-------------------|------------------|--------------------------------------|------------|
| 15/03/2023 | BACs | Tonks Bros | Burial ground income | 150.00 |
| 27/03/2023 | BACs | KB SFA | Repayment of gas bill | 166.32 |
| 31/03/2023 | | Unity Trust Bank | Interest on savings a/c 3 Feb-31 Mar | 398.66 |

- 258. Councillors to be appointed to authorise the month's online payments.** Cllr Weeks, Cllr Warr were appointed.
- 259. Internal auditor:** council to consider authorisation of Shilton Accountants to undertake the internal audit for third year. Cost £275. Council authorised this proposal.
- 260. Caretaker/fire safety officer services for pavilion:** council to consider appointment of Logs Unlimited to carry out specified duties for 1 hour per week for until such a time as the council wishes to consider other options. Quote £28 per hour. Council voted to approve this proposal.
- 261. Recreation and Play Facilities:**
- a. Update from Cllr Weeks: inspection on 27 March, 2 new findings. Recommendation to get rid of table tennis table which is not used for table tennis. Bark around Jubilee Fort has been topped up. Other works outlined at last meeting have either been carried out or are scheduled to be so.
 - b. Council to consider the RFC's recommendation to approve the quotation of £986 (ex VAT) from Logs Unlimited for reseeding the Millennium Green football pitch, following meeting with Kingston Colts in January to bring the space up to standard. Logs Unlimited as grass cutting contractor will therefore also maintain the pitch going forward. Council voted to accept this proposal.
 - c. Council to consider the RFC's recommendation that the parish council should introduce a voluntary scheme to encourage users to refrain from smoking in the Fir Tree Close play area. Council agreed to this proposal with 2 signs to be ordered, to include vaping.
- 262. Coronation event update:** report from Cllr Grant. Event advertised in KBS News – free entry, with refreshments to buy and licenced bar. List of activities.
- 263. Speeding working party update:** report from Cllr Forster. Cllrs Smith and Weeks organised a Zoom meeting with another parish councillor regarding ANPR to be advised on all criteria to lobby the Police Commissioner to be allowed to install one. A proposal has been sent to OCC Highways with eight measures as outlined in the parish council meeting in February.
- 264. Burial Ground:** Update from Cllr Weeks on the replacement burial ground footpaths. Proposal to update the paths from gravel to tarmac previously agreed in Dec?? Quotes re-sought, have gone up 17%, but still within budget.
- 265. Facebook administration:** council to consider the management of its social media. The council's previous Facebook page was deleted by the councillor who was administrator. The clerk to set up a new page and to undertake training in social media. Social media policy to be written.
- 266. Review of Media Policy: council agreed** to remove mention of deputy clerk as this position does not currently exist (point 15) and to include reference to Local

Government Act 1988 (point 4).

267. For information: council to acknowledge award to clerk 3 days' increase in annual leave for the clerk after 5 years' service as per her contract of employment.

268. Next meetings:

Monday 15 May (first meeting of new council)

Monday 22 May (annual parish meeting)

Monday 5 June

Meeting concluded at 8.38pm

Clerk: Sarah Bates

Signed Chairman

Dated.....

**SECOND MEETING WITH NICHOLAS KING HOMES
16 MARCH 2023**

Present: (For parish council) Cllr Virginia Grant, Cllr David Warr, Sarah Bates (clerk)
(For Nicholas King Homes (NKH)): Will Varrall (Strategic Land Director), David McFarlane (SP Broadway), Alan Divall (planning consultant from Walsingham Planning)

Purpose of meeting

Following confirmation from the district council in January that an Environmental Impact Assessment was not required, NKH has indicated its intention to lodge a planning application on the land north of Springhill and requested a follow-up meeting with representatives of the parish council.

There was no agenda for this meeting as it arranged in order for NKH to advise of its intentions and related timetable and it was made clear that the parish council members present had no authority from the full council to enter into any agreements or make decisions.

Points of Discussion

1. NKH had followed the debate and subsequent approval of the Lioncourt application for 600 homes. Principles implicit in the approval has allowed NKH to move forward.
2. NKH had held a meeting with District Cllr Eric Batts (prior to the last parish council meeting) regarding the local plan and what he felt the village was lacking in terms of infrastructure. NKH confirmed that it has a long term option on the land but does not own it.
3. NKH advised they are in consultation with Thames Water and the electricity board about future capacity to provide services. The expressed intention was to move the project forward sensitively, bearing in mind Lioncourt and the issues with highways and air quality at Marcham.
4. Cllr Grant mentioned the foul water drainage difficulties, especially with a long ribbon development. Alan Divall (AD) advised that a developer cannot address this until a planning application is submitted.
5. Cllr Warr asked if NKH's plan is to submit an application before local plan gets approved. AD advised that an application will be submitted at an appropriate time, which will relate to NPPF proposed changes, which if adopted are likely to make it harder for developers to put forward applications that are trying to rely on lack of 5 year housing land supply. The expectation is the plan will be adopted in 2024-25, and it may or may not exclude the Springhill site as preferred housing land. At present it is not excluded which is why NKH wish to pursue an application soon.
6. Lioncourt S106 is awaited and is relevant as what is included could affect future applications.
7. For NKH the S106 matters they would want to consider would be inter alia:-
 - a. Walking distance to schools
 - b. Traffic mitigation measures (e.g. access to the A420 by the Charney exit).
 - c. Consideration of funding for expanding the burial ground facilities

- d. Provision of allotment land
- e. Funding of expanded youth provision
- f. Improvements to village hall.

NKH will consult with the public on the types of provision they would like to see should be application be successful.

- 8. AD advised schemes are available where developer provides the facilities rather than simply funding them.
- 9. Draft plans for the development were shared to view but copies were not supplied. These indicated a development with lower density on west, higher density in east split by a green central path bounded by two access roads from Springhill, containing 249 dwellings. The full plans will be made available on a website in the coming weeks. The parish clerk will be advised of the link once available in order to make it public.
- 10. It was advised that NKH should attend a full parish council meeting after the local elections (possibly June), with a wider public consultation meeting to follow.
- 11. NKH were advised that the parish council will be seeking to appoint a planning consultant to advise the PC during the next phase.

Sarah Bates
Parish Clerk

MEETING WITH CATESBY ESTATES, 28 MARCH 2023

Present: (for the parish council) Cllr Virginia Grant, Cllr David Warr, Sarah Bates (clerk)
(for Catesby Estates) Ed Barratt (Planning Director), Katie Yates (Marketing and Communications Director)

Purpose of meeting

Initial contact from Catesby Estates to introduce themselves and advise the parish council of its plans for the land south of Springhill. There was no agenda as the meeting was for information only and the parish council members present did not have authority to enter into agreements or make decisions on behalf of the council.

Points of discussion

- Catesby Estates is a land promoter who has had an option with the landowner to pursue an application for 400 homes since 2015.
- Catesby Estates does not expect that a planning application submitted in the near future would be successful and is in no hurry to do so ahead of:
 - The local plan part 2 being updated to either include or exclude this site for housing
 - The updating of the NPPF which will impose more restrictions on developers.
- Housing allocations have been achieved so currently assuming that an application would be refused.
- Outline plan hard copy was shared with the meeting. The plan showed 400 houses, however the shelter belt of trees planted across the site was shown to be removed. When questioned on this by Cllr Grant the attendees present conceded that this was unlikely to be carried out as the trees will be fully mature by the time any planning application is submitted, therefore the plans will need revising down to 300 houses. Charney Road shown as used for emergency access.
- Cllr Warr pointed out the problem with foul water drainage.
- Catesby Estates asked a highways consultant to examine the junction on A420 from Charney Road.
- The continued problem of lack of infrastructure in the villages was discussed. Catesby Estates would like to engage with the local community but views this as a long term project which may not be viable. Catesby Estates is aware of the plans of Nicholas King Homes and concede that it (CE) would be behind NKH in the queue for development.
- Agreed that dialogue maintained with parish council is important.

Sarah Bates
Parish Clerk