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PARISH COUNCIL MEETING 3 JULY 2023, 6.30pm, SWALLOW ROOM, VILLAGE HALL

Present: Cllr Robert Barnett, Cllr Oyebola Bello, Cllr Natalie Clements, Cllr Brian Forster, Cllr Virginia Grant (chairman), Cllr Kim Kousari, Cllr Behnoosh Sabah, Cllr Steve Smith, Cllr Dianna Swale

4 representatives from Thames Water
District Cllr Jill Rayner
9 members of the public

MINUTES

Presentation by Thames Water on its plan to upgrade its treatment works

Presentation given on new treatment plant which will double capacity to 2031 taking 2 years. Thames Water powerpoint presentation documents – appendix 1

Councillor comments/questions:

- Why wasn't a permanent access road being considered to minimise the disturbance to residents?
- Why will this only cover a 6-year period (after 2 year development), rather than looking further ahead?
- Concerns raised regarding Lioncourt development which will include 650 new homes putting further pressure on existing capacity.
- Concerns raised that existing sewage capacity and related issues are not being dealt with ahead of new treatment plant.
- Concern expressed that lorries will be using the roads through the village causing disturbance and discomfort to those residents near the plant on roads that are already poor. Routes for lorries could have been decided on in consultation with the parish council.

54. Apologies: council to receive apologies for absence and to approve reasons for absence where appropriate. None received.

55. Reports from District Councillor Cllr Jill Rayner and County Councillor Juliette Ash (Cllr Ash was not in attendance).

Cllr Rayner: councillor surgeries will begin 3rd week of July in Waggon & Horses with sessions booked until the end of the year. Visit to One Stop Shop regarding its lighting is pending. Attended climate action presentation on wildflower meadows, how to re-wild, use of wildflowers in hedgerows/verges. Climate action fund open applications open until 14 July – £100,000 available, any local group can apply. July is plastic-free month. Waste consultation open until 10 July – survey to fill in. Discussions being held at the Vale regarding strategies to deal with developers leaving new developments with planning conditions unfulfilled. Working on Joint Local Plan with South Oxfordshire. Constituency boundary change so will now be part of Witney – still to be signed off by government. Consultation re speed limit reduction at Frilford.

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

questions. No matters raised.

57. Approval of minutes of the meeting of 5 June 2023. Agreed to be a true and accurate record of the meeting.

58. Clerk's report:

- a. County Council's Highways officer will attend site of proposed wig-wag lights and 20mph advisory speed on exit from school to Faringdon Road this week and then provide costings.
- b. An electric cable was discovered in the burial ground whilst a grave was being dug, the route of which could affect the small number of burial plots remaining. SSE notified and to investigate.

59. Declarations of interest: Robert Barnett, item 69

60. Planning Applications for consideration: none received

61. Planning Applications results: none received

62. Date for next Planning Committee meeting to be agreed: Tuesday 25 July, 6pm, Swallow Room

63. 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 and duly approved them.

Payee	Details	Budget Heading	Amount (£)	VAT (£)	Total payment to payee (£)	Date of Payment*
British Gas	Gas supply to pavilion (final bill) (DD)	Spo & Pav, maint	91.17		91.17	19/06/2023
Unity Trust Bank	Bank charges 05 Mar-03 June (DD)	Bank charges	27.00		27.00	30/06/2023
Unity Trust Bank	Manual credit handling charge (DD)	Bank charges	1.50		1.50	03/07/2023
Multipay credit card	Statement (DD)					03/07/2023
WH Smith	Stationery	Admin & Office	8.49		95.88	18/05/2023
Co-operative food	Provisions for meeting	Admin & Office	9.39			22/05/2023
ICO	Subscription	Subscriptions	40.00			23/05/2023
Giffgaff	Mobile phone sim	Admin & Office	6.00			05/06/2023
i-Repair Tech	Mobile phone unlocking - clerk's old handset for PC use	Admin & Office	29.00			15/06/2023
Lloyds Bank	Credit card monthly fee	Bank charges	3.00			19/06/2023
Village Hall	Office rental (SO)	Admin & Office	220.50			220.50
Autela Payroll Services	Payroll services, 01 Apr-30 Jun	Admin & Office	45.48	9.10	54.58	04/07/2023
BHK	Chairs & tables for Coronation event	CIL spend 21-22 and use of CC Priority Fund	170.00	34.00	204.00	04/07/2023
ICCM	Membership	Subscriptions	95.00		95.00	04/07/2023
Rialtas	Conversion of accounting software to I&E and clerk training	Admin & Office	535.00	107.00	642.00	04/07/2023
Logs Unlimited	Rotation of SIDs	S&P, traffic calming	54.00	10.80	1,384.80	04/07/2023
Logs Unlimited	Pavilion safety checks	Spo & Pav, maint	112.00	22.40		04/07/2023
Logs Unlimited	Grass cutting	S&P, grass cutting	988.00	197.60		04/07/2023

Payee	Details	Budget Heading	Amount (£)	VAT (£)	Total payment to payee (£)	Date of Payment*
Shield Maintenance	Dog bins	S&P, dog bins	112.66	22.53	599.54	04/07/2023
Shield Maintenance	Litter and litter bins	S&P, litter	386.96	77.39		04/07/2023
Sorbus	Burial ground maintenance	Burial Gd, maint	43.75	8.75	52.50	04/07/2023
Sorbus	Filling holes in rec & MG	R&P, maint				04/07/2023
Spartan	Cleaning of bus shelters	S&P, maint	140.00		140.00	04/07/2023
Young's Tree Services	Programme of tree works from Nov 2022	Tree maintenance	5,400.00	1,080.00	6,480.00	04/07/2023
Clerk (salary)	Salary	Staff salary		Noted		25/07/2023
HMRC	PAYE & NI Q1	PAYE/NI		Noted		25/07/2023
OCC Pension Fund	Pension contributions	Pension		Noted		25/07/2023

b. Receipts

Date	Method of Receipt	From	Details	Amount (£)
07/06/2023	Transfer	Savings Account	Monthly sweep	6,8456
12/06/2023	BACs	Sports Field Assoc	Repayment of gas bill	91.17
16/06/2023	BACs	J Godfrey & Sons	Burial ground income	300.00
30/06/2023	BACs	Unity Trust Bank	Bank interest (3 months)	878.86

64. Councillors to be appointed to authorise the month's online payments. Cllrs Bello and Swale were appointed.

65. Recreation and Play Facilities:

- a. Update from Recreational Facilities Committee. Monthly councillor inspection carried out on 23 June (Cllr Swale and David Weeks): findings - tarmac of basketball court starting to lift due to tree roots – to be monitored. Grass needs cutting around equipment – clerk has requested contractor to trim.
- b. Council to consider a quote of £375 from Spartan for the cleaning of bird fouling on benches and play equipment. Approved, clerk to instruct.

66. Traffic calming: on consideration of items 66 a, b and c if agreed council to also consider conducting a local survey to gauge support for the measures

- a. Council to consider the Speeding Working Group's (SWG) recommendation for the introduction of 20's plenty on the Hanney Road from its junction with the Faringdon Road to the end of the current 30mph zone and that the parish clerk is instructed to make the application to OCCH on behalf of KBSPC. OCC Highways has advised that it will not be undertaking any speed limit changes until the next financial year, therefore the council resolved to conduct public survey via KBS News and Facebook before apply to Highways for reduction to 20mph in order to strengthen its case. This resolution was also applied to items 66b and 66c below.
- b. Council to consider the SWG's recommendation for the introduction of 20's plenty on the Draycott, Road, Blandy Avenue and Laurel Drive and that the parish clerk is instructed to make the application to OCCH on behalf of KBSPC.
- c. Council to consider the SWG's recommendation for the introduction of 20's plenty on the A415 from Frax Close along the Witney Road to the end of the current 30mph zone, just before the A420 roundabout and that the parish clerk is instructed to make the application to OCCH on behalf of KBSPC.

- d. To address issues raised by residents exiting from Webbs Orchard and the private access road opposite Birch Close, the SWG ask the Council to consider making a formal enquiry to the OCCH for the installation of concealed entrance signage and mirrors on the A415, with the parish clerk instructed to make the enquiry on behalf of KBSPC.

67. Traffic Regulation Order for regulatory road markings around John Blandy

School: with reference to item 46 from meeting on 5 June an parish council agreement to pay for the, the cost has been confirmed as £3,652 (rather than £3,400 which was agreed). Council to consider agreement of revised price. The council agreed to support this fee.

- 68. Tree policy:** council to consider adopting Tree Management Policy drafted and circulated by the clerk. The council agreed to adopt the policy.

- 69. Trees in recreation ground:** council to consider action relating to trees overhanging properties in south-eastern corner of recreation ground: April Cottage and Craven Villas – overhanging branches, Silver Birch (property) – trees being climbed, potentially dangerous. Arboriculturist to be engaged to inspect both groups of trees.

- 70. Burial ground:** Council to consider the quotations from Andrew Maclean (£600 + VAT) and Steve Young (£380 + VAT) to reduce the crown and thin the canopy of Holm Oak in the burial ground. Council voted to accept Steve Young’s quote.

- 71. Hedge along northern edge of Millennium Green:** council to consider action to be taken as this hedge (originating from adjoining properties) and undergrowth (within the MG) is obstructing the pathway used by the Park Run. Clerk to write to owners of the properties to request cutting back in the first instance.

- 72. Update on meeting of Sports Field Association by Cllr Grant:** meeting on 8 June, officers were appointed, Cllr Grant appointed chairman, Cllr Swale vice-chairman. Electrical snagging issues have been dealt with, paving problem leading to pooling of water still outstanding. End of term inspection on 1 August arranged with architects and Life Build (contractors). Still impasse on foul water drainage from the pavilion which will not be resolved until Thames Water adopt the system. Next meeting 19 September.

- 73. Council to consider request to District Cllr Rayner to support request for extra litter bin(s) to be provided, specifically at the Petypher House bus stop.** Agreed

74. Next meetings:

Monday 31 July (Jubilee Pavilion, Edward Strauss Park)
Monday 4 September (Swallow Room, Village Hall)
Monday 2 October (Swallow Room, Village Hall)

Meeting concluded at 8.25pm

Clerk: Sarah Bates

Signed Chairman Dated