



Kingston Bagpuize with Southmoor  
Parish Council  
The Village Hall  
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03 January 2023

Dear Councillor

The next meeting of the Parish Council will be held on **8 January 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 4 January 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

SARAH BATES  
Parish Clerk

## AGENDA

193. **Apologies:** council to receive apologies for absence and to approve reasons for absence where appropriate.
194. **Report from** District Councillor Cllr Jill Rayner.
195. **Public Participation: an adjournment of 20 minutes to allow the public to ask questions.**
196. **Approval of minutes of the meeting of 4 December 2023.**
197. **Clerk's report**
198. **Declarations of interest:**
199. **Planning Applications for consideration:**
  - a. **P23/V2697/FUL**, 1 Farm Cottages, Stonehill Lane, Southmoor, OX13 5HU. Conversion of two existing cottages into one dwelling with addition of single and two storey extensions, erection of new detached double garage with home office above, plus change of use of a strip of land to residential curtilage. To be resolved by the planning committee under its delegated powers at its meeting of 4 January 2024 – resolution to be reported.
  - b. **P23/V2694/HH**, 6 Buchan Place, Kingston Bagpuize, OX13 5GE. New two-storey side extension incorporating garage at ground floor and bedroom with en-suite at first floor. New single storey rear conservatory with 'Lantern' Roof. Construction of an indoor swimming pool, plant room and 'Chilling Area'. Demolition of existing garage. To be resolved by the planning committee under its delegated powers at its meeting of 4 January 2024 – resolution to be reported.

- c. **P23/V2631/CM**, A change of use of a parcel of land adjoining Kingston Bagpuize Sewage Treatment Works to operational land. Installation of a security fence around the extended operational area. Installation of security gates. Within the extended operational area, the following development is proposed: Sludge holding tank; Transformer; Meter enclosure; Generator; Fuel tank; Activated sludge plant: feed pumping station, two way flow split chamber, tanks and motor control centre; Sludge Blending Tank; Thickener Enclosure; Enclosure; Blower Units and Areas of hard-standing and internal access road. Consultation end date: 30 December 2023.

**200. Planning Applications results – for information only:** 18 Cherry Tree Close Southmoor Abingdon OX13 5BE – application to re-instate the balcony that was removed approximately 10 years ago to make roof repairs with an additional cladded screen. Originally refused by Vale Planning Dept, appeal lodged and upheld.

**201. Date for next Planning Committee meeting to be agreed/advised.**

**202. 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 included in the minutes of this meeting.

**b. Receipts**

Date	Method of Receipt	From	Details	Amount (£)
31/12/2023	BACs	Unity Trust Bank	Bank interest	1,234.42

**203. Councillors to be appointed to authorise the month’s online payments.**

**204. Ratification of budget and precept 2024:** council to vote on accepting the proposed budget outlined and agreed in principle at the December meeting. To consider further proposal to include an additional £500 each year to be added to an earmarked reserve to cover election costs (every 4<sup>th</sup> year) and additional £300 for Recreation & Play inspection costs (to be agreed under item 205a below). Proposed precept would therefore amount to £111,538, which indicates an increase of 5.7%, though with adjustment for increase of number of properties indicates an actual increase of 3.2% (£1.89 p.a) for a band D property. Documents made available to council:

- i. Budget report for 2023-24 including projections to year end and agreed figures for 2024-25.
- ii. Notes on budget decisions and proposals
- iii. Financial analysis and overview

**205. Recreation and Play Facilities:**

- a. Update
- b. Quote from Caloo for annual inspection and maintenance of gym equipment: council to consider acceptance of quote (£445 ex VAT).
- c. Offas Dyke – removal of posts: the recreation facilities committee agreed that the original quotation from Vale Site Solutions should be put before the full council again for approval in order to close this action as it is a health and safety matter.

- 206. Pavilion fire and security system maintenance:** council to consider quotes to maintain the systems in the Jubilee Pavilion from Executive Alarms, Hazlo and Pyrotec with reference to report provided by the clerk.
- 207. Lighting in recreation ground:** council to consider proposal to instruct the clerk to research possible lighting options and associated costs for the recreation ground along the path/around the park.
- 208. Hedge along northern edge of football area in Millennium Green:** council to consider whether to bear the cost of cutting back the growth from the neighbouring properties (which have been requested to cut this back but have not responded). If agreed quotes to be sought for approval at February meeting.
- 209. Burial ground:** following request to purchase Exclusive Right of Burial of plot last used in 1989 council to agree a fee for this service (not currently listed on the fee plan).
- 210. D-Day anniversary –** amount to be budgeted for event to be agreed and committee formed to oversee organisation. If raffle required, clerk to be instructed to apply for licence.
- 211. Taylor Wimpey transfer of land:** council to consider acceptance of revised plan of land to be transferred into its ownership.
- 212. Bloor Homes community hut land –** on resolution of the council the chairman, vice-chairman and clerk will sign the transfer title and plan documents for this parcel of land.
- 213. Orchard Gate public open space deed of grant for drainage easement:** on resolution of the council the deed of grant (to allow Oxfordshire County Council right of access to a section of the land for maintenance of drainage and soakaway from the adopted adjacent roads) will be signed by the chairman and witnessed by the clerk. (This deed prohibits the parish council from erecting any building or structure, planting any trees or shrubs or carrying out any digging etc that may damage the designated area).
- 214. Next meetings:**
- a. Monday 5 February
  - b. Monday 4 March
  - c. Council to decide on dates for April and May meetings: Tuesday 2 April or Monday 8 April, Tuesday 7 May or Monday 13 May.
  - d. Date for annual parish meeting also to be agreed (proposal 20 May)
  - e. August meeting: council to consider whether to hold two meetings in July with none in August, or retain August meeting.