



Kingston Bagpuize with Southmoor
Parish Council
The Village Hall
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**KINGSTON BAGPUIZE WITH SOUTHMOOR PARISH COUNCIL MEETING
5 FEBRUARY 2024, 6.30pm
Swallow Room, Southmoor 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

14 members of the public

Before the start of the meeting proper Julian Sayers, land agent, was invited to speak the council and attendees on behalf of his clients, on a proposal to build a development of 9 houses on land immediately south of Wellington Way. The southern area of this parcel of land would then be transferred to the parish council as public open space together with an appropriate maintenance fund. The timescale for submission of a planning application is hoped to be within 3 or 4 months. Questions were raised regarding the size of the houses, which on the current proposal are 3-5 bedroom detached dwellings. Concerns raised that this would not provide any opportunities for first-time buyers. Landscaping would be part of the deal in transfer of the land to the parish council with further funds for capital projects and maintenance. Further queries were raised regarding access to the open space during the build, whether there would be a public footpath created and the importance for vehicular access for maintenance. Would the provision of this amenity result in greater number of cars being parked in the development, if so how would this be managed? It was pointed out that a sewer runs across the land roughly east to west. Following further discussion with his clients, Mr Sayers will update/consult the parish council before a planning application is submitted.

MINUTES

- 215. Apologies:** council to receive apologies for absence and to approve reasons for absence where appropriate. District Cllr Jill Rayner
- 216. Reports from** District Councillor Cllr Jill Rayner and County Councillor Juliette Ash.
- 217. Public Participation: an adjournment of 20 minutes to allow the public to ask questions.** Several attendees commented on the planning application relating to 1 Cherrytree Close (item 221a on the agenda) – comments noted under that item.
- 218. Approval of minutes of the meeting of 8 January 2024.** The minutes were agreed to be a true and accurate record of the meeting.
- 219. Clerk's report:**
- a. John Blandy School's request for parking restrictions around the school have been vetoed by Oxfordshire County Council as it is not a large enough project to be dealt with by the Parking Team, with the view of the officer that parking restrictions in one area would just push the problem along. The parish council had committed to pay for the traffic regulation order that this project would have required at a cost of £3,600. This will now not be required.

- b. Installation of wig-wags lights around the school pickup/dropoff point on Faringdon Road have been delayed and will now take place in March.
- c. The new zebra crossing on the A415: installation underway.
- d. Vale's neighbourhood area designation consultation is underway online, poster have been put up in the village hall and on the parish council board.
- e. Transfer of the community hut land at Kingston Park from Bloor Homes to the parish council has taken place.
- f. Proposal to install lighting in the recreation ground made in January – report to be made to the parish council in March.
- g. Branches obstructing the vehicular access to the recreation ground have been removed.
- h. OALC councillor forums: these networking/information exchange sessions take place monthly via Zoom. One councillor from each council is invited to take part. Clerk to circulate details so that councillors can request to attend. Cllr Sabah requested to attend the next session on 13 February.
- i. Bench trail and stones for Wellington Way: first designs for the carving on the stones have been produced and are being considered by Cllrs Grant and Clements who are overseeing the project. The initial designs for the first two wooden benches featuring local buildings and motifs have also been produced. The benches will be sited at Draycott Road crossroads and Latton Close.

220. Declarations of interest: none declared

221. Planning Applications for consideration, if resolution not passed at the planning committee meeting of 31 January 2024:

- a. [P24/V0170/FUL](#): 1 Cherry Tree Close Southmoor Abingdon OX13 5BB. Change of use from a beauty clinic to a pizza takeaway. Two internal walls to be removed, new kitchen installed, new commercial extractor system to be installed. Amendment from pizza to chicken takeaway. Council heard from the applicant and views of local residents, both for and against. Council voted to support the application with a request that conditions relating to timing, ordours and noise are imposed.
- b. [P24/V0194/HH](#) and [P24/V0173/LB](#), Lamb And Flag House, Faringdon Road, Longworth, Abingdon, OX13 5HN: Proposed part loft conversion to form ensuite bathroom and dressing area, addition of dormer windows to South, West and North Elevations, proposed two new windows to ground floor north elevation, internal modifications to internal layout including the repositioning of stairs. Single storey rear extension to rear (North) elevation, creation of rear roof terrace including guarding and garden access/egress stair. This application was considered by the planning committee at its meeting on 31 January, and voted no objection.
- c. [P23/V2137/FUL](#): 18 Latton Close, Southmoor, Abingdon OX13 5AE: New detached house and associated garage/office/gym building. New vehicular access off Latton Close to serve the existing dwelling (as amended by plans, application form and description received on 30 January 2024). The council voted not to object to this application.

222. Planning Applications results (for information only): P22/V2587/FUL: Land North

of Stonehill Lane Southmoor Abingdon OX13 5HU: Erection of 3no. new dwellings, conversion of an existing agricultural /storage building and the localised widening of Stonehill Lane to facilitate the development (as amended by plans received 21 March 2023 and as amplified by additional information received 18 September 2023).
Permission granted.

223. Date for next Planning Committee meeting: Thursday 29 Feb, 6pm, Elkins Rooms

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

a. Payments: the list below was approved by the council.

Payee	Details	Budget Heading	Amount (£)	VAT (£)	Total amount to payee (£)	Date of Payment	Legislative power to spend
Giffgaff	Phone (Jan)	Admin & office	5.00	1.00			LGA 1972 s.111
Post Office	Postage	Admin & office	4.20				LG(FP)A 1963 s.5
Credit card fee		Bank charges	3.00				LGA 1972 s.111
Lloyds Bank	Multipay credit card	See separate statement as above			13.20	31/01/24	LGA 1972 s.111
Village Hall	Office rental	Admin & Office	220.50		220.50	03/02/24	LGA 1972 s.111
Caloo	Inspection and maintenance of outdoor gym equipment	R&P, maintenance	445.00	89.00	534.00	06/02/24	LG(MP)A 1976 s.19(3)
Executive Alarms	Replacement of smoke detector in pavilion	Sp & Pav, R&R	85.00	17.00	102.00	06/02/24	LGA 1894 s.8(1)(i)
Greenspace Designs	25% deposit for 2 benches	New - Bench trail S106 public art	1,631.25	326.25	1,957.50	06/02/24	S106 for public art
Logs Unlimited	Pavilion fire safety checks	Sp & Pav, maint (Jan)	140.00	28.00			LGA 1894 s.8(1)(i)
Logs Unlimited	Groundworks	Removal of obstructing branches and discarded branches in rec	130.00	26.00	324.00	06/02/24	OSA 1906 s. 10
Parish Online	Mapping software, annual subs	Admin & office	135.00	27.00	162.00	06/02/24	LGA 1972 s.111
Ringrose Tree Servs	Tree survey	S&P, tree maintenance	2,400.00	480.00	2,880.00	06/02/24	OSA 1906 s. 10
Shield Maintenance	Dog bins	S&P, dog bins	112.66	22.53			Env Protection Act 1990
Shield Maintenance	Litter and litter bins	S&P, litter	386.96	77.39	599.54	06/02/24	Litter Act 1983, ss 5
St John Baptist Ch	Stall at summer fete	Admin & office	15.00		15.00	06/02/24	LGA 1972 s.111
Sorbus	Minor works in playground	R&P, maintenance				06/02/24	LGA (Misc) 1953 s. 4
Spartan	Cleaning of bus shelters	S&P, maintenance	140.00		140.00	06/02/24	LGA (Misc) 1953 s. 4
Vale Site Solutions	Removal of posts in playground	R&P, maintenance	195.00	39.00	234.00	06/02/24	LGA (Misc) 1953 s. 4
Clerk (salary)	Salary	Staff salary				26/02/24	LGA 1972 s 112(2)
OCC Pension Fund	Pension contributions	Pension				26/02/24	LGPSR 2013 (SI 2013/2356)
Total to be transferred from easy access savings a/c to current a/c (payment ref 391236134)					7,190	06/02/24	
Approx balance to be retained in current a/c					10,000		
Approx balance to be retained in savings a/c					181,059		

b. Receipts

Date	Method of Receipt	From	Details	Amount (£)
10/01/2024	BACs	HMRC	VAT refund	4,961.95
25/01/2024	BACs	Dignity Funerals	Burial ground fees	125.00
29/01/2024	BACs	Village Hall	Refund of overpayment for room hire	6.00

225. Councillors to be appointed to authorise the month's online payments: Cllr Clements and Cllr Bello were appointed.

226. Quarterly verification of bank reconciliations: Cllr Steve Smith (non-signatory) confirmed verification and signing of the documents for October, November and December 2023.

227. Financial report: the clerk to provide the latest budget report and financial position to the council to comply with Standing Order 17c. Council to acknowledge receipt. Documents provided to councillors:

- a. Budget report to 31 January 2024 including projected figures to year end.
- b. Income & expenditure to 31 January 2024 including % budget spent so far.
- c. Earmarked reserves figures at 31 January 2024.
- d. Bank statements for January for current account and easy access savings account.

The council acknowledged receipt and confirmed examination of the documents.

228. Review of Standing Orders (last reviewed February 2023): the council reviewed the Standing Orders, no changes were proposed. These will be reviewed again in May (thereafter each May).

229. Recreation and Play Facilities:

- a. Update on inspections: meeting of recreational facilities committee held in January. Resistograph testing on wooden structures was cancelled due to failure of company to deliver and in the light of planned changes to play equipment. Monthly inspection of equipment and areas took place on 27 January. Maintenance inspection on outdoor gym carried out by Caloo and minor repairs completed.
- b. Council to consider acceptance of goalposts: Kings Colts are offering the parish council two 21ft x 7ft goals for the use at MG football pitch: the inspection and any maintenance/repairs of the goals would be the responsibility of the parish council. The RFC is seeking approval from the full council in accepting the football post. Proposed by Cllr Swale, seconded by Cllr Bello, motion carried.

230. Tree survey: council to consider authorising clerk to engage a tree surgeon (following receipt of quotes) to carry out urgent work advised on the recent tree survey. Councillors provided with filtered copy of tree survey showing recommended urgent works. Council resolved for the clerk to instruct on work on both urgent and 3-month works in order to complete these before the bird nesting starts.

231. Pavilion fire and safety checks/maintenance: council to consider quotes for fire alarm panel maintenance and security alarm panel maintenance. The clerk had produced a table of the quotes, the council voted to instruct Pyrotec.

232. D-Day commemoration: update and date to be set for committee meeting. To be

held on 6 June, starting 6pm, to end with lighting of beacon at dusk. To be held in KBH. Elegant Cuisine to provide bar and food. Council approval sought to engage Wantage Silver Band, £380 and Sisters of Swing £300 as entertainment, which was agreed. Help and involvement sought from local residents with the organisation. Clerk to promote on Facebook.

233. Village fete: council to consider taking a stall for council promotion, cost £15. Agreed.

234. Update from Village Hall committee by Cllr Smith. New management is undertaking updates in policies and administrative procedures. Have agreed in principle to allow parents at JB School to park at the village hall to create a walking crocodile. Renewing all energy contracts, hoping for a saving of £500 by 2025. Temporary cleaner engaged. Website development planned for online booking form. Looking for a secretary for the committee for about 5 hours a month. Fire alarm risk assessment to be carried out. New sound system required. Carpet in Swallow Room and PC office to be replaced.

Update from Environment committee:

- **New trees in the Village** New trees have been planted by the various management groups around new housing in the village. No further action expected to be taken by this group on the tree front until Autumn 2024.
- **Regular contributions to the KBS News** "Tip of the Month" with an environmental slant has started in the KBS News.
- **Hedgehog Street plans** Further to the ideas gathered at the Linking up Nature, Hedgerows and Verges Conference committee is working towards launching hedgehog streets in the village. Meeting has been arranged with the parish clerk to see how we can create our own village map showing where the hedgehogs are already living. The map will be used as a tool to encourage more gardens to be hedgehog friendly and join in and help to develop safe hedgehog 'streets'.
- **The Keep Britain Tidy Great British Spring Clean 15 – 31 March** An application has been made for us by the Parish Clerk for 20 litter picking kits to be put to good use during the Great British Spring Clean week. Promotion of the Spring Clean will be done once date(s), times and areas for litter picking have been agreed.

235. Next meetings:

Monday 4 March

Monday 8 April

Meeting concluded at 8.15pm

Clerk: Sarah Bates

Chairman Signed Date