



Kingston Bagpuize with Southmoor
Parish Council
The Village Hall
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29 May 2024

Dear Councillor

The next meeting of the Parish Council will be held on **3 June 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 31 May 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

A handwritten signature in black ink that reads 'Sarah Bates'.

SARAH BATES
Parish Clerk

AGENDA

34. **Apologies:** council to receive apologies for absence and to approve reasons for absence where appropriate.
35. **Reports from** District Councillor Cllr Jill Rayner and County Councillor Juliette Ash.
36. **Public Participation: an adjournment of 20 minutes to allow the public to ask questions.**
37. **Approval of [minutes](#) of the meeting of 7 May 2023.**
38. **Clerk's report**
39. **Declarations of interest:**
40. **Planning Applications for consideration: [P24/V0461/HH](#): 6 Buchan Place Kingston Bagpuize Abingdon OX13 5GE Two storey rear extension, with pitched roof and side-facing dormer window. Single-storey side extension to existing garage. New outdoor swimming pool. New outbuilding including changing room and toilet with shower (as amended by plan submitted 01 May 2024). Planning committee to report its decision regarding this application.**
41. **Update from planning committee meeting.**

42. 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 (£)
10/05/2024	BACs	Sorbus Garden Care	Donation towards "Unknown Tommy" statue	145.83
17/05/2024	BACs	J Godfrey Funerals	Burial ground fees	120.00

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

44. Accounts and audit:

- a. **Internal audit report:** council to consider [internal auditor’s report](#) to the council and any recommendations made.
- b. **The council to receive and acknowledge the [bank reconciliation](#) for 31 March 2024.**
- c. **Council to review and acknowledge [explanation of significant variances](#) for 2023-24 provided by the clerk.**
- d. **AGAR part 3, section 1, [Annual Governance Statement](#):** to be signed by the chairman and the clerk.
- e. **AGAR part 3, section 2, [accounting statement](#):** certified and signed by the clerk, to be acknowledged by the council and signed by the chairman (NB figures for 2022-23 are re-stated owing to the conversion to Income & Expenditure basis of accounts).
- f. **Dates for exercise of public rights (10 June – 19 July) to be agreed by the council.**

45. Recreation and Play Facilities:

- a. Replacement of playground equipment: Council to consider proposal that tender documents be drawn up to include the following:
 - i. A replacement for the Jubilee Fort (to be a multi-play castle/fort-like structure, to include where possible inclusive options).
 - ii. A basket swing
 - iii. A replacement for the Jubilee Slide with a multi-play unit suitable for toddlers/younger children
 - iv. Provision of a playhouse suitable for toddlers/younger children
 - v. A replacement for the Offa’s Dyke section of the agility trail
 - vi. Budget including all installation and surfacing costs to be (agreed) deadlines, lead times to be agreed.
- b. Council to consider quotes for supply and installation of an open-sided shelter for installation on the northwestern section of the recreation ground from [Caloo](#)

- (YS102), [Sutcliffe Play \(open half-pod shelter\)](#) and Playdale (to be confirmed).
- c. Council to consider quotes from [Caloo](#) and [Sutcliffe Play](#) obtained for installation of a new surface for and relocation of the table tennis table on the recreation ground.
 - d. Update on monthly inspection.
- 46. Pavilion fire safety feature recommendations:** council to consider [quote](#) from Pyrotec following fire alarm and emergency lighting maintenance checks on 29 April 2024 for installation of lockable, labelled isolator on incoming supply adjacent to the control panel. (Clerk attempting to obtain further quotes in the meantime).
- 47. Burial Ground:**
- a. Council to consider the burial ground committee's recommendation to adopt the revised rules and regulations for the burial ground (to be circulated by D Weeks).
 - b. Council to consider the burial ground committee's recommendation to adopt the revised fees for the burial ground (to be circulated by D Weeks).
- 48. Review of [asset register policy](#)**
- 49. "Unknown Tommy" statues:** council to consider how many statues it would like (to add to the two existing) and how this will be achieved.
- 50. D-Day 80 event:** final update, councillor participation.
- 51. Village fete (Saturday 25 June, 1-4pm) –** councillor rota to be agreed.
- 52. Land south of Wellington Way – council to request clerk to pass any comments to the land agent ahead of submission of the planning application.**
- 53. OALC councillor forum meeting:** July 9th 2.30pm – councillor attendee to be agreed.
- 54. Next full council meetings:**
- Monday 1 July
 - Monday 29 July
- 55. Dates of committee meetings.**