



Kingston Bagpuize with Southmoor
Parish Council
The Village Hall
Draycott Road
Southmoor
OX13 5BY

w: www.kbsparishcouncil.org.uk
e: clerk@kbsparishcouncil.org.uk
t: 07908 472827

KINGSTON BAGUIZE WITH SOUTHMOOR PARISH COUNCIL MEETING 3 JUNE 2024, 6.30pm, Swallow Room, Village Hall

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

5 members of the public

MINUTES

34. **Apologies:** council to receive apologies for absence and to approve reasons for absence where appropriate. Cllr Kousari (away), District Cllr Jill Rayner.
35. **Reports from** District Councillor Cllr Jill Rayner: written report provided (Appendix 1).
36. **Public Participation: an adjournment of 20 minutes to allow the public to ask questions.** Matter raised regarding carved boulders in Wellington Way and whether they constitute a safety risk with regard to children playing/cars entering development. Rospa to be contacted to assess. Also matter of youths/children creating a nuisance on the green – Cllr Barnett to contact police liaison to monitor.
37. **Approval of [minutes](#) of the meeting of 7 May 2023.** Agreed to be a true and accurate record of the meeting.
38. **Clerk's report:**
 - a. Abi Brown, Arts Officer at the Vale has entered the stones at Wellington Way into Oxford Preservation Trust in the 'landscape and public realm' category, on behalf of Alex Wenham.
 - b. The pavilion needs a fire alarm zone plan, which the clerk is in the process of organising. This will cost around £35. Quote previously received from Pyrotec for £800+.
 - c. Lighting in rec: when previously discussed it was asked whether the ground lights could stay on all night (answer yes) and whether flooding could damage them (answer no, but might reduce efficacy). The column lights might be a possibility for the path as they are on a 5 meter pole which has a small solar panel on top, with the actual light sited at the level required (ie would be below level of surrounding hedges). These can be timed to be on at certain times, with a motion sensor so they brighten or turn on when a pedestrian approaches.
 - d. Result of vote on type of replacement for Jubilee Fort in the playground: 454 in total, 354 in favour of multi-play castle, 100 in favour of rope climbing pyramid.
 - e. Following another request from a local resident to the clerk for a bin at the Petypher House bus stop which the clerk forwarded to District Cllr Jill Rayner, Cllr Rayner followed this up and has advised that a bin for the location has been approved. Awaiting confirming of timing for installation.

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 had agreed that there were no grounds for objection and as deadline for comments was before meeting no response was submitted.

41. Update from planning committee meeting. Discussion around solar farm proposals. District Cllr Jill Rayner was contacted by Exogen, re solar farm proposal west and south of Millets, a site of 473 acres. Exogen are planning to hold a residents meeting at the village hall but no date has been set. Money apparently to be made available to local community which should include KBS.

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

a. Payments

Councillors provided with a list of payments below for the month for approval which will be included in the minutes of this meeting. Payments noted.

Payee	Details	Budget Heading	Amount (£)	VAT (£)	Total amount to payee (£)	Date of Payment
Giffgaff	Mobile phone (May)	Admin & office	5.00	1.00		
Co-op group	Refreshments for finance meeting	Admin & office	2.70			
HP Instant Ink	Ink replacement service	Admin & office	4.57	0.92		
Garden & Home	Hedgehog food	Climate & Environment	33.98			
Cannings	Repair of lawnmower	Burial ground, R&R	44.24	8.85		
RBLI	Unknown Tommy & woman statues	War memorial	291.66	58.34		
OnBuy	Refund for hedgehog food	Climate & Environment	-77.00			
Credit card fee		Bank charges	3.00			
Lloyds Bank	Multipay credit card	Separate statement as above			377.26	31/05/24
Village Hall	Office rental	Admin & Office	220.50		220.50	03/06/24
Alex Wenham	Supply and installation of carved boulders	S106 arts monies, Wellington Way (EMR)	4,700.00	940.00	5,640.00	04/06/24
Artisan Print	6 banners for D-Day event	CIL spend 21-22 (D-Day)	275.00	55.00	474.00	04/06/24
Artisan Print	8 D-Day event posters	CIL spend 21-22 (D-Day)	120.00	24.00		
ICCM	Membership subs	Subscriptions	100.00		100.00	04/06/24
KBS News	Advert for D-Day event	Admin & office	35.00			
KBS News	Notice re Neighbourhood Dev Plan meeting	Admin & office	65.00		100.00	04/06/24
KGB Property	Cleaning of bus shelters	S&P, maint	140.00	28.00	168.00	04/06/24
Drayton Construction	Concrete pads for benches x 2	S106 art monies, bench trail	2,993.33	598.67	3,592.00	04/06/24
Logs Unlimited	Pavilion fire safety checks	Sp & Pav, maint (May)	112.00	22.40	985.20	04/06/24
Logs Unlimited	Grass cutting	S&P, grass cutting (May)	709.00	141.80		
Shield Maint	Dog bins	S&P, dog bins	112.66	22.53	630.74	04/06/24
Shield Maint	Litter and litter bins	S&P, litter	412.96	82.59		
Wel Medical	Defibrillator battery	Defibrillator	232.95	46.59	279.54	04/06/24
Young's Trees	Completion of tree work in BG	S&P tree maintenance	130.00	26.00	156.00	04/06/24

Payee	Details	Budget Heading	Amount (£)	VAT (£)	Total amount to payee (£)	Date of Payment
Clerk (salary)	Salary	June				25/06/24
HMRC	PAYE/NI	PAYE/NI June				25/06/24
OCC Pension	Pension contributions	Pension June				25/06/24

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: Cllr Bello and Cllr Clements were appointed.

44. Accounts and audit:

- a. **Internal audit report:** council to consider [internal auditor's report](#) to the council and any recommendations made. The internal auditor had reviewed all aspects of the council's internal control mechanisms and finance and accounting systems. The internal auditor pronounced the overall internal audit assurance rating as excellent with no recommendations. Her report commended the clerk for her excellent governance of the council's affairs.
- b. **The council to receive and acknowledge the [bank reconciliation](#) for 31 March 2024.** Received and acknowledged.
- c. **Council to review and acknowledge [explanation of significant variances](#) for 2023-24 provided by the clerk.** Required by the external auditor – received and acknowledged.
- d. **AGAR part 3, section 1, [Annual Governance Statement](#):** approved by the council this was then signed by the chairman and the clerk.
- e. **AGAR part 3, section 2, [accounting statement](#):** certified and signed by the clerk, 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 in April 2023).
- f. **Dates for exercise of public rights:** council agreed to the date 10 June – 19 July, with notice to be displayed by the clerk on noticeboards and on the council's website.

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.

The council agreed to all of these items being included in the tender but decided that initially the specification to be sent to further companies to assess available products, prior to drawing up detailed tender documents.

- 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). The council decided to postpone purchase of the shelter until the full specification for the playground had been drawn up.
 - 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. The council decided to postpone order of a new surface until the full specification for the playground had been drawn up.
 - d. Update on monthly inspection: none received
- 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). As no further quote had been obtained this item is to be revisited at next meeting.
- 47. Burial Ground:**
- a. Council to consider the burial ground committee's recommendation to adopt the revised [rules and regulations](#) for the burial ground. The burial ground committee had suggested a minimal change in wording which was agreed and accepted by the council. Date for next review will be June 2026.
 - b. Council to consider the burial ground committee's recommendation to adopt the [revised fees](#) for the burial ground. The committee's recommendation to an increase in fees in line with other similar burial grounds, and to indicate separately the fee for the Exclusive Right of Burial was agreed and accepted by the council. Fees will next be reviewed in June 2025.
- 48. Review of [asset register policy](#):** the policy was reviewed with no changes made. Next review June 2026.
- 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. Cllr Forster has offered to purchase a further "Unknown Tommy". District Cllr Rayner was looking into sponsorship or donations from local businesses.
- 50. D-Day 80 event:** final update was given on timings and participants. The event will open at 6pm with food and drink available from Elegant Cuisine and Oxford Cow Ice-cream. Music to be provided by Wantage Silver Band and Sisters of Swing. Tribute to be read and beacon lit at 9.15pm, to signal end of event. Councillor participation to help in various roles requested. Cllr Sabah and Cllr Clements offered to co-ordinate helpers.
- 51. Village fete (Saturday 29 June, 1-4pm) –** councillor rota to be agreed. Cllr Sabah 1-2pm, Cllr Barnett 2-3pm, further manning of stand needed for 3-4pm.

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. No further comments made at this time.

53. OALC councillor forum meeting: July 9th 2.30pm – councillor attendee to be agreed.
Cllr Barnett

54. Next full council meetings:

Monday 1 July
Monday 29 July

55. Dates of committee meetings:

Recreational Facilities Committee – Wed 5 June, 6.30pm
Burial Ground Committee, Thurs 25 July, 7pm
Speeding/Road Safety Committee, Tues 11 June, 7pm
Planning Committee, Thurs 27 June 6pm

Meeting concluded 8.35pm

Clerk: Sarah Bates

Signed (Chairman) Date.....

Appendix 1 REPORT FROM DISTRICT CLLR JILL RAYNER, 3 JUNE 2024

General Election Key dates.

- You must be registered to vote by midnight on Tuesday 18 June 2024.
- Postal vote and postal proxy vote applications – by 5pm on Wednesday 19 June 2024. Everybody who applies for a postal vote should receive their ballot pack by 28 June and we are not able to issue replacements before then.
- Changes to existing postal and proxy vote arrangements – by 5pm on Wednesday 19 June 2024.
- Voter Authority Certificate (voter ID) applications – by 5pm on Wednesday 26 June 2024.

New proxy vote applications – by 5pm on Wednesday 26 June 2024.

There will be a **General Election Hustings being held in Faringdon Corn Exchange on Tuesday 25th June.**

6.30 for 7pm

As we are now part of the Witney Constituency it will an opportunity to meet r candidates from every party.

Robert COURT- Conservative

Andrew PROSSER- Green

Barry INGLETON- Independent

Georgia MEADOWS -Labour

Charlie MAYNARD -Liberal Democrat

Richard LANGRIDGE -Reform.

Questions need to be submitted by 24th June and candidates will answer the questions chosen . There will also be a chance to meet the candidates informally from 9-10pm.

As many of us will not yet be familiar with the candidates it is a perfect opportunity to get to know who is standing to represent us on the ground.

Vale of White Horse District Councils have secured funding through the government's [Rural England Prosperity Fund \(REPF\)](#). The fund supports capital projects for small businesses and community infrastructure that help to improve productivity and strengthen the rural economy and rural communities.

Funding is available including action on the climate emergency, and improving community and economic wellbeing. **The next round is now open for applications and will close at midday on Monday 1 July.**

REPF offers up to £75,000 of capital funding for projects that help to improve productivity and strengthen the rural economy and rural communities. Funding categories are:

- Capital grants for small scale investment in micro and small enterprises in rural areas
- Capital grants for growing the local social economy and supporting innovation
- Capital grants for investment in capacity building and infrastructure support for local civil society and community groups

The following organisations are able to apply for funding:

- Town and Parish Councils
- Public sector organisations
- Higher and further education institutions
- Private sector companies
- Registered charities

- Constituted community based organisations
- Social enterprises like CIC's
- Arms-length bodies of government

Eligible projects

Examples of projects include:

- Net-zero and sustainability infrastructure, including solar panels, EV chargers, air-source heat pumps and more
- Bike racks
- Creation and expansion of rural leisure and tourism businesses
- Diversification of farm buildings outside of agriculture
- Purchase of equipment for food processing and promotion
- Nature-based solutions that protect local businesses and community areas from natural hazards (such as flooding)

Climate Action Fund 2024/2025 Our Climate Action Fund has grants from £250 to £10,000 on offer per project to help tackle climate change, with a total of £100,000 available this year. Deadline 28th June

Share your experiences of leaving hospital Have you, or an adult that you look after, stayed in hospital during the last 12 months? Oxfordshire County Council's independent health and social care watchdog would like to hear about your experience of leaving hospital, and any care and support you got in the first few weeks afterwards. Healthwatch Oxfordshire would particularly like to understand what worked well and what could be improved, so it can help shape the support people receive when they leave hospital.