

Kingston Bagpuize with Southmoor Parish Council

Minutes of the Annual meeting held in the Village Hall on On Monday 9th of May 2016

Present	Brian Forster	Carol Shepherd	David Hancox
	Robert Ian Charlton	Elizabeth Oastler	Josie Allsworth
	Stephen Smith		
	With 6 members of the public		
	Commenced 1900	Ended 2105	

The meeting was opened by Brian Forster as current Chairman

1. **Apologies:** Roy Wolfe, Cllr Melinda Tilley, Cllr Eric Batts
2. **Minutes of last meeting:** the minutes of the additional meeting of 18th April 2016 were recorded as being accurate records of proceedings
3. **Declarations of interest:** none
4. **Members leaving the Council in the last year**
 - a. Alex Chartres and Audrey Goodgame resigned during the year. Brian Forster as Chairman thanked them for their contributions and assistance.
5. **Election of Chairman**
 - a. Brian Forster asked for nominations for the post of Chairman. Josie Allsworth proposed Elizabeth Oastler, seconded by Carol Shepherd. No other nominations were received. It was resolved unanimously to accept Elizabeth Oastler as Chairman
[Clerk's note: co-opted members of the Council are permitted to be Chairman]
6. **Election of Vice-Chairman**
 - a. Elizabeth Oastler took over the Chair and thanked Brian for his contributions. The position of Vice Chairman is currently vacant. Elizabeth Oastler asked for nominations. Ian Charlton proposed Brian Forster, seconded by David Hancox. It was resolved unanimously to accept Brian Forster as Vice Chairman
7. **Co-option of Councillors:** none
8. **Confirmation of Committees and Representatives**
 - a. Planning Committee - all members
 - b. Recreational Facilities - Elizabeth Oastler, Josie Allsworth
 - c. Burial Ground - Josie Allsworth, Brian Forster
 - d. Village Hall Committee - Ian Charlton
 - e. Blandy Foundation - David Hancox, Carol Shepherd, and John Blandy School Governor – Brian Forster
 - f. Faringdon Neighbourhood Area Group - Steve Smith, Brian Forster, Carol Shepherd
 - g. KBS News Liaison - Brian Forster, Elizabeth Oastler
 - h. Civil Protection Officer - Brian Forster
 - i. Parish Transport Representative - Josie Allsworth
 - j. Age UK - Ian Charlton
 - k. Youth Facilities Co-ordinator - David Hancox
 - l. Sports Field Committee - Steve Smith, Elizabeth Oastler
 - m. War Memorial (inc flags and poles) - Brian Forster
9. **Public Participation**
 - a. Guy Morgan: raised the issue that KBS News online did not reasonably reflect the upcoming meeting agendas, although there is always one on the notice board. In

Cont: Minutes of the KBS PC meeting held in the Village Hall on On Monday 9th of May 2016

order to be more in line with modern communications, could the website be used more effectively? The issue was discussed. There are difficulties getting information posted in a timely fashion. It is recognised that the website is serviced by volunteers. It was decided that better use of the website would be investigated.

- b. Ron Green: echoed the above point, and wished to thank Brian Forster for his Chairmanship.

10. Reports from District and County Councillors

- a. Cllr Melinda Tilley – see attached report
- b. Cllr Eric Batts – see attached report

11. Planning Applications

- a. For updates on previous Planning Applications see attached note.

12. Accounts

- a. Refer to Finance Report
- b. Financial Statement and Annual Return including Audit update:
 - The last statement for the financial year was received too late to complete the Accounting Statements and Annual Return for the External Auditor for the meeting of 9th May 2016. The submission date is 16th May 2016. This can be changed but must not be later than 3rd June 2016 when the public rights period starts. The Clerk will require to have an additional Council meeting arranged to discuss the finances and sign off the appropriate forms and accounts. As the budget for 2016-17 has still not been done, then this should be done at the same time. It was agreed that the accounts shall be dealt with at a meeting on 24th May 2016 after the Parish Meeting.
 - Dates have been set for the internal audit inspection for financial year 2015-16 (7th June 2016).
 - The initial Internal Audit report has been received. There are a number of outstanding issues for financial years 2015-16 and 2012-13. These are mainly the production of copies and proof of key documents and external audit results.

13. Correspondence/ Matters arising

- a. The notice of renewal of the Local Council Insurance has been received, at a premium of £843.94 as of 1st June 2016 in accordance with the long term agreement up to end of May 2018. It was resolved to continue with this policy.
- b. The annual membership renewal notice has been received from CPRE. Membership cost is by way of a gift donation. Last year this was £36. The PC was asked to resolve whether membership is continued and at what level the donation shall be. Brian Forster proposed paying a donation subscription of £36 and seconded by Ian Charlton, and was resolved unanimously.
- c. Annual Parish Survey – Ian Charlton will be completing it.
- d. David Wilson Homes/ John Blandy Trust/ Scout Group land transfer: The PC was asked to consider and discuss the email of 21/04/16 from David Hancox. David Wilson Homes wish to hand over 3 parcels of land to the Parish Council: an area of public open space, an area for the Scouts, and a large part of School Lane. The option, possibilities and risks were discussed. The Scouts intend to move to another premises and so do not require their piece of land. It might be inappropriate for the Parish Council to own the road. It was resolved unanimously that the Parish Council would take both pieces of land (and commuted sums), allowing the Scouts to use their piece when required, and to defer the issue of School Lane preferring that it is transferred to the users of the road. It was agreed

Cont: Minutes of the KBS PC meeting held in the Village Hall on On Monday 9th of May 2016

- that David Hancox would follow the issue of School Lane and report back.
- e. Oxfordshire County Council have formally invited all interested town and Parish Councils to sign the Section 101 Local Agency Agreements that will enable the council to formally transfer the undertaking of highway services under the Oxfordshire Together proposals to town and parish councils that wish to take them on. It was proposed that this invitation is acknowledged and a small committee is set up to consider the document to put a suitable recommendation to the Parish Council in due course. It was agreed that Steve Smith, Elizabeth Oasler and Brian Forster would look into these issues and report back.
 - f. Public Path Diversion Order (public right of way adjacent Taylor Wimpey development). A copy of the signed and sealed order has been received.
 - g. The Oxfordshire Local Enterprise Partnership (OxLEP) is about to undergo public consultation for a refresh of their Strategic Economic Plan for Oxfordshire. This public consultation starts on Thursday 21st April and ends Friday 20th May 2016. The Clerk has some leaflets. If further copies are needed please contact Megan Owen, Marketing and Communications Executive:
megan.owen@oxfordshirelep.com. If you have any queries about the Strategic Economic Plan please visit our website www.oxfordshirelep.com, email info@oxfordshirelep.com or call on 01865 261433.
 - h. Transfer of Land at Ridgeway from Pye Homes: The Clerk has negotiated the following, the PC is asked to resolve this approach and allow the Clerk to confirm to the PCs Solicitor.
 - Transfer date 1st July 2016 with revised plan
 - Remedial works for the ponding areas will be done prior to transfer – Pye Homes will not accept any liability after transfer – suggest transfer is delayed until PC is satisfied work is acceptable.
 - Commuted sum £7000 and £180 for dog bins payable on transfer
 - Weed removal and seeding done prior to transferAfter some discussion it was resolved unanimously that the handover of the land will not be signed until the PC is confident that the works have been completed satisfactory.

14. Village Amenities

- a. General
 - The brown signs need to be removed referring direction to Fallowfields.
- b. Recreation grounds
 - The gate of the path does not close properly
 - Outstanding repairs: climbing cargo net on playfort, and damaged monkey grip
- c. Burial Ground
- d. War Memorial
 - The flags will be flying on 11th June for the Queen's birthday and 24th June for Armed Forces Day.
- e. Faults
 - Weed growth on footpath between Acacia and Whitegates Faringdon Road
 - Holes in carriageway Faringdon Road near ex roadworks
 - Holes in carriageway Faringdon Road (Little London)

15. Next meetings

- a. The Annual Parish Meeting 24th May 2016 with an additional meeting required for planning applications and finance/audit sign off.

Cont: Minutes of the KBS PC meeting held in the Village Hall on On Monday 9th of May 2016

- b. Next ordinary meeting 6th June 2016
- c. Extra meeting 20th June 2016 if needed
- d. Ordinary meeting 4th July 2016
- e. Extra meeting 18th July 2016 if needed

SIGNED

DATE:

PLANNING APPLICATION UPDATES

- P16/V0490/HH, Yalunga Springhill Longworth Abingdon OX13 5HL, Extension and alterations to existing dwelling. Construction of new 4-bay garage with annex above. Approved 27/04/2016
- P16/V0234/O, Springfield Farm Bullockspit Lane (Kingston Bagpuize with Southmoor) Longworth OX13 5HJ, Outline application for residential development of 25 no. dwellings with some matters reserved. Appeal lodged (presumed to have been refused)
- P16/V0768/HH, Little Pelham Rectory Lane Kingston Bagpuize Abingdon OX13 5AT, Proposed single-storey extensions, internal alterations, and loft conversion to main property, and construction of new garage building. Travel Pack Information submitted – only for OCC Highways, PC views not asked for.
- P16/V0788/DIS, Land off Field Close Kingston Bagpuize w/Southmoor, Discharge of condition (2 Building works, 3 Materials, 4 Landscaping, 7 Acoustic report, 8 Drainage design, 11 LAP design, 14 County Archaeologist, 17 Construction environmental management plan, 21 Existing site survey and proposed levels) of planning application P15/V1795/FUL. PC not asked for comments.
- P16/V0271/HH, 1 Larch Close Southmoor Abingdon OX13 5DD, Two-storey side and single-storey front extension. Approved 4/5/16
- P16/V0610/FUL, Land at Springhill Farm Springhill Southmoor, Temporary siting of residential lodge. Approved 6/5/16

**Cont: Minutes of the KBS PC meeting held in the Village Hall on
On Monday 9th of May 2016**

FINANCE REPORT

Invoices outstanding	Recipient	Value
3/5/16	BGG litter picking April 2016 (invoice 0036/16)	£240.00
15/4/16	Local Council Insurance	£843.94
30/4/16	Mc Cracken Millennium Green grass cutting 7436	£170.40
30/4/16	Mc Cracken verges, recreation ground, village hall grass cutting 7420	£1324.80
Invoices paid	Recipient	Value
None		
Receipts	Payee	Value
None		
Donations	Recipient	Value
9/5/2016	First KBS Brownies	£150.00
Clerk Payments		Value
9/5/2016	Month salary	£489.67
	Expenses (Travel/ Accommodation etc)	Nil
	Reclaimed (Stationary etc)	Nil

REPORT FROM Cllr MELINDA TILLEY

PROPOSALS FOR UNITARY COUNCIL

Without consulting the public or OCC, on Thursday 25th February a surprise announcement was made by Oxfordshire's District Councils and Oxford City Council. It called for the abolition of OCC and the establishment of four district quasi-unitary councils. In addition, the announcement called for the creation of an unelected quango to be known as a 'Combined Authority' to take on difficult areas of responsibility currently with OCC, such as social care and major road projects.

The Districts put out a tender to consultants to produce a report to support their proposals. Their brief to consultants initially stated: "The District Councils' view is that a single county-wide unitary authority is not the right solution for Oxfordshire". It went on to say that any finding suggesting a single county-wide unitary is best would not be approved. The OCC view was that a single county-wide unitary authority was an option that should be considered, and stated that it would therefore be forced to commission a separate report.

As a result of OCC and public pressure, District Council leaders eventually agreed to commission a report covering all the options. However, the protocol relating to the commissioning and management of the report could not be agreed between OCC and

Cont: Minutes of the KBS PC meeting held in the Village Hall on On Monday 9th of May 2016

Districts, so the nett result is that two separate reports costing in excess of £100,000 each will proceed. Initial findings will be available June/July with public consultations to follow. It is likely the Secretary of State will rule on the reports in the autumn.

CHILDREN'S CENTRE CONTRACTS EXTENDED UNTIL SPRING 2017

OCC has extended contracts for Oxfordshire's children's centres and early intervention hubs until 31 March 2017. The Cabinet is due to meet on 24 May to consider a proposal on how to allocate an additional £2m that the County Council agreed not to cut from early intervention services when the budget was set in February. The extension to the contracts until the spring of 2017 is intended to allow more time to manage the transition into the new service, pending decisions being taken on how the £2m is to be spent. It will also allow more time for OCC to continue working with community groups to develop the best possible local solutions for the continuation of open access services – including proposals for the continued use of children's centre and hub buildings. Following the decision of the Cabinet, the council will carry out an extensive staff consultation regarding the new Children's Service model and the roles within it.

OXFORDSHIRE TOGETHER - HIGHWAY SERVICES NEXT STEPS

Since the launch of the Oxfordshire Together proposals in September 2015, around 140 town and parish councils have expressed an interest in taking on delivery of some local highway services that the council will no longer be able to deliver in the future, or will only deliver to the statutory minimum standard. OCC is now inviting all interested town and parish councils to sign the necessary agreements that will allow the council to formally transfer the undertaking of highway services under the Oxfordshire Together proposals to town and parish councils that wish to take them on. More information on Oxfordshire Together and the approach and services which can be taken on by Towns and Parishes can be found at www.oxfordshire.gov.uk/oxfordshiretogether and any questions or comments should be sent to localities@oxfordshire.gov.uk

COUNTY'S ADOPTION WAITING TIMES AMONG NATION'S SHORTEST

Children are waiting less time to be adopted in Oxfordshire than almost anywhere else in the country, latest Government figures show. The council is rated among the best performing authorities on three key measures linked to the time taken for children in care to move in with adoptive families. Between 2012 and 2015, 73 per cent of Oxfordshire children waited less than 16 months between entering care and moving in with their adoptive family - the third highest figure out of 149 authorities across the country. The council was sixth best for the average time taken between a child entering care and moving in with its adoptive family, and recorded the 15th shortest average time between receiving court authority to place a child and matching them with a family.

PIONEERING PROJECT BRINGS SERVICES CLOSER TO THE PEOPLE WHO USE THEM

People in Oxfordshire with learning disabilities have taken a lead role in the commissioning of services that will provide them with care and support. The project run by OCC involved about 60 people with learning disabilities and members of their families in the appointment of five new service providers to run contracts worth a total £15million. Service users and/or a member of their families sat on the evaluation panels which examined all the bids to provide 18

Cont: Minutes of the KBS PC meeting held in the Village Hall on On Monday 9th of May 2016

supported living services before deciding on the five successful providers. This means that on April 1, 2016 when the contracts came into force the appointment of the new providers will have been heavily influenced by some of the people who will use them.

TAXI SAFEGUARDING TRAINING

All taxi drivers and passenger assistants transporting children and vulnerable adults as part of OCC contracts are now required to have completed safeguarding training. This training also covers bus and coach drivers. The aim of the training is to raise the bar for the safety of all passengers – and empower drivers to play a key role in protecting those in their care. Like other professionals who come into regular contact with children – including those with complex care needs – OCC wants to ensure they are equipped with the knowledge they need to feel confident in that environment and to ensure the safety of all passengers in their care.

ONE AND A HALF TIMES AROUND THE WORLD FOR OCC'S GRITTERS

OCC's gritters travelled the equivalent of one and a half times around the world this winter to keep the roads as safe as possible during the colder weather. The winter was not one of the coldest in recent times – so the total of 39,907 miles covered was not unusual compared to previous years. Gritters are on standby from October 30 right the way through to April in Oxfordshire – similar to many neighbouring councils. In total the gritters were sent out countywide on 32 occasions. In addition they were sent out on five occasions to specific areas in the north and south of the county only. A total of 6,374 tonnes of salt were used during the course of the winter – within the resources that had been brought in at the start of the colder months.

LATEST INFORMATION ON CRIME AND COMMUNITY SAFETY IN OXFORDSHIRE

An updated version of the Safer Oxfordshire Partnership's Strategic Intelligence Assessment has been published. The Strategic Intelligence Assessment (SIA) provides the latest information on crime and community safety in Oxfordshire. It aids understanding of emerging trends and patterns in crime and disorder, and it explores future threats and opportunities. The SIA is part of the evidence base which supports community safety partners to plan and target their work. It is a good first port of call for anyone wanting to know about crime and community safety in Oxfordshire. The headline long-term trend shows that crime in Oxfordshire has fallen by 33% over the past eight years. The full report and an executive summary can be seen via this link:

<http://insight.oxfordshire.gov.uk/cms/community-safety-0>

REPORT FROM Cllr ERIC BATTS

Unitary Councils:

The five districts have now appointed their consultants to carry out the stakeholder consultation on the proposals. Their initial report should be ready by July and it will then form the basis of a much wider consultation in the late summer /early autumn which will include Parishes and other interested parties.

Cont: Minutes of the KBS PC meeting held in the Village Hall on On Monday 9th of May 2016

The cost of the consultation is being shared equally between the five districts.

When the announcement of the appointment of the consultants was made the districts did approach the county seeing if they would like to come on board they showed interest but wanted certain preconditions. These included adding an extra layer of bureaucracy such as a stakeholder panel and independent liaison with the consultants. These were considered unnecessary. The offer to join the consultation still remains open to the County but indications are they wish to carry out their own consultation at more cost to the council tax payers.

The leader of the District Council is happy to attend a Parish Council meeting to explain more about the bid.

Local Plan:

We are now waiting for further feedback from the inspector following initial comments and request for further information from him which has been submitted. Hopefully a final decision on the plan will be made in the late summer early autumn with adoption in early 2017. An indication that the inspector finds our plan sound will also assist the council in decision making on speculative planning applications.

The issue of Oxforde's unmet housing need will be addressed in local plan part two.

Local Planning Issues:

Southmoor House the planning appeal into the original refused application has taken place and we are awaiting the outcome, the second application will then either be approved or refused depending on the decision.

Cross Roads Garage: The applicant has now submitted a transport /traffic assessment which the county requested. No date yet for committee.

Springfield Farm: Further detailed information has been requested by both district and county which has or is being submitted. Vale has requested S106 contributions for the village. Again no date for committee

Land East of Witney Road: Planners had a meeting with the developer last week to discuss S 106 and other issues and you will be discussing this tonight in relation to the maintenance of the public open space. It looks highly likely that the current applicant will sell the site on. However once the S 106 agreement has been signed the new developer has to abide by that agreement. There are some S106 issues that concern the county.

Sports Field and Pavilion: It has been confirmed that this application is still live and therefore can still go ahead.

Land at Kingston Business Park: The land is not identified in the current or new local plan for development so any such application would have to go through the normal process. I am not aware of any discussions between the Vale and potential developers.

**Cont: Minutes of the KBS PC meeting held in the Village Hall on
On Monday 9th of May 2016**

Vale Chief Executive and Corporate Contract:

David Buckle will be retiring in the late summer, Interviews have already taken place for his replacement final interviews are taking place tomorrow with it is hoped a recommendation to full council on Wednesday to appoint a replacement. The corporate services contract is moving forward for implementation in August. With this and the appointment of a new chief executive a restructuring of the senior management posts within Vale and South is planned.

I should add that there is very little cost to the Vale in the retirement of the Chief Executive unlike that of the retirement of the County chief executive.

Freedom of the Vale:

On Wednesday at the annual council meeting the honorary freedom of the district is being bestowed on 3 Regiment Royal Logistic Corps. 4 Regiment Royal Logistic Corps and The Rifles. This is In recognition of their contribution to the service of the country, and residents of the Vale.

As always I am happy to discuss and take up any issues relating to the Vale with the Parish Council and residents.