



Kingston Bagpuize with Southmoor  
Parish Council  
The Village Hall  
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24 July 2024

Dear Councillor

The next meeting of the Parish Council will be held on **29 July 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 25 July 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

74. **Apologies:** council to receive apologies for absence and to approve reasons for absence where appropriate.
75. **Reports from** District Councillor Cllr Jill Rayner and County Councillor Juliette Ash.
76. **Public Participation: an adjournment of 20 minutes to allow the public to ask questions.**
77. **Approval of [minutes](#) of the meeting of 1 July 2024.**
78. **Clerk's report**
79. **Declarations of interest:**
80. **Planning Applications for consideration:**
  - a. [PP24/V1382/HH](#) and [P24/V1383/LB](#), Lamb and Flag House, Faringdon Road, Longworth, Abingdon OX13 5HN: Single storey rear extension to modern "WC" addition to create dining room and utility. Add two windows at ground floor to North facing elevation. To rear west facing elevation, replacement of dormer window and structure, replacement of rooflight with further dormer and addition of further rooflight. Add rooflight to North rear elevation as reinstatement where one has previously existed. Internal alterations including reinstatement of internal space to first floor to create wardrobe including reinstate previously infilled doorway. Creation of bedroom in rear north first floor wing plus bathroom and shower room, reposition modern staircase to same area.
  - b. [P21/V1195/FUL](#), E:440909 N:198283 Oxford Road, Kingston Bagpuize:

Construction of a single storey "Young Persons Centre" building providing activity spaces and facilities to support local scout groups and young people. (As amplified by Transport Statement received 15 June 2022 and amended by plan received 6 February 2023, and amplified by additional travel survey and walking policy, and amended site layout plan received 8 July 2024).

**81. 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 (£)
14/06/2024	Cash	Raffle	D-Day event raffle	714.00
30/06/2024	BACs	Unity Trust Bank	Bank interest (Apr-Jun)	1,431.55
15/07/2024	BACs	HMRC	VAT refund (Apr-Jun)	3,581.05

**82. Councillors to be appointed to authorise the month's online payments.**

**83. Quarterly finance/budget report from the clerk:** council to consider and approve [budget report](#) to 23 July 2024, and acknowledge current and savings bank account balances at 30 June 2024.

**84. Quarterly verification of bank reconciliations:** Cllr Steve Smith (non-signatory) to confirm verification and signing of the documents for April, May and June 2024.

**85. Recreation and Play Facilities:**

**a. Update**

**b. Tender for replacement play equipment:** proposal by clerk to engage Michael Carter of [Sports & Play Consulting](#) to draw up and manage tender process with a fee of 2.5% of the tender value. The service includes:

- 2 x site visits to offer any initial design advice to help create the brief, and also to then meet with suppliers once the tender is made public.
- Answering any questions from interested suppliers during the tender process.
- Evaluating and reporting on the tender submissions back to council.
- Advising on any amendments and how to engage with the community with the preferred design.
- Providing and compiling the Building Agreement to formalise the order.

**86. Review of [Code of Conduct](#)**

**87. Update on burial ground works.**

**88. Remembrance Sunday:** actions to be assigned

**89. Neighbourhood Development Plan:** update

**90. Land east of Kingston Bagpuize application (Lioncourt) update.**

**91. OALC councillor forum meeting:** next meeting is on 13 August, 7pm via Zoom

**92. Next meetings council:**

Monday 2 September

Monday 7 October

Dates of committee meetings