

**KIRTLINGTON PARISH COUNCIL**  
**Minutes of the Meeting of the Parish Council**  
**held in the Village Hall on Tuesday 12<sup>th</sup> June 2018 at 7.00 p.m.**

**Present:** Mrs K Buckingham-Fry, S Jenkins, Mrs R Powles (Clerk), D Richardson (Chairman)  
**In attendance:** Ms Trudy Brock

	Action
<p>Cllr Richardson opened the meeting and welcomed Ms Brock who wished to observe the meeting.</p> <p>1. <u>Apologies</u></p> <p>Cllr Sadler, Carmen Griffiths (Oxfordshire CC), Ian Corkin (Cherwell DC).</p> <p>2. <u>Election of Deputy Chair</u></p> <p><i>It was resolved</i> that Cllr Buckingham-Fry be elected Deputy Chair.</p> <p>3. <u>Co-option to vacancies</u></p> <p>The Council was pleased to note there was interest in the vacancies.</p> <p>4. <u>Parish Council Sub-Committees</u></p> <p><i>Finance Subcommittee: It was resolved</i> that Cllr Jenkins would assist the Subcommittee (Cllrs Richardson and Sadler) if needed.</p> <p>5. <u>Parish Council Representatives / other roles</u></p> <p><i>Footpaths</i> (Dr Macbeth), <i>MCNP Forum reps</i> (Dr Macbeth, Ms Marsh, Cllr Richardson), <i>Public Transport</i> (Dr Macbeth, Mrs Shackleton): until the Council had co-opted to the vacancies there would be no changes to the arrangements.</p> <p><i>School Endowment Trust:</i> Mr Eeley and Dr Grimshaw had confirmed they were happy to continue as the Parish Council appointed Trustees of the Kirtlington School Endowment Trust.</p> <p>6. <u>Approval of the Minutes of the Parish Council meeting held on 8<sup>th</sup> May 2018</u></p> <p>The minutes were approved.</p> <p>7. <u>District &amp; County Councillor Reports</u></p> <p>No County or District Councillors were present.</p> <p>Church Lane, extension of tarmac area to gate: OCC Highways had not yet set a date for the work.</p> <p>County Councillor's Priority fund (Highways or community group project): the Council continued its discussion of options for a project. It was suggested that the establishment of a compulsory 20 mph section in the village centre could be a suitable use of the money although such a project was likely to cost more than the funding available. Elements of the Council's recent proposal to the Mid-Cherwell Neighbourhood Plan's traffic fund might also be suitable. The Clerk would check the sum on offer, Cllr Buckingham-Fry would enquire if there was a cut-off date for application and whether any criteria had to be met. Cllr Richardson requested the Council consider the use of its reserves for a Parish project at the next meeting. It was recommended that expenditure on the Play Area and fence repairs be met from existing funds.</p>	<p>RMP KBF</p>

<p>8. <u>Progress reports</u></p> <p>Thames Water / Consumer Council for Water (CC4W), update: the Clerk reported that Thames Water had written on 16<sup>th</sup> and 24<sup>th</sup> May. They had provided a map of the pitch fibre pipework in the centre of the village which contradicted maps provided earlier in the year. A problem had been identified in pitch fibre foul sewer pipes in the Oxford Road area and a new section of pipework would need to be installed here. The Clerk had written to request clarification of which maps were correct and the exact location of the Oxford Road repairs, and had copied this email to CC4W. Thames Water had offered a second goodwill sum, of £60. It was resolved to ask Mrs Banks which village group she would like to benefit from this donation.</p>	RMP
<p>The Council noted that Councillors had delivered Thames Water’s “Bin It, Don’t Block” it leaflets to the entire parish excepting those outlying farms which were not supplied by Thames Water.</p>	
<p>Highways / Road safety measures:</p>	
<p>Community Speedwatch – Cllr Richardson confirmed his recent report to the volunteer group: PC Webb had advised that the speedgun which had been recommended for such projects might no longer comply with requirements. The suitability of the speedgun was now under review, and until the matter was resolved the volunteer speed watching programme was on hold. He would contact PC Webb for updates.</p>	DR
<p>Parish Council submission 30<sup>th</sup> May to MCNP Forum for Traffic Calming funding: Cllr Richardson reported on the submission made by Dr Macbeth and Ms Marsh. The £40,000 sum had been allocated to another, single location. However the Forum had acknowledged that Kirtlington’s problems were serious, and Cllr Richardson suggested that the work done on this submission would be useful for the Council’s future smaller Highways projects. The Council noted its thanks to Dr Macbeth and Ms Marsh for their very hard work on the submission.</p>	
<p>Compulsory 20 mph section through village: Cllr Buckingham-Fry had written to Mr Wasley of OCC Highways to request details on the criteria needed to secure this change and would press for a reply.</p>	KBF
<p>For information: Long depression channel in surface of northbound A4095 (Oxford Road stretch): Mr Wilson of OCC Highways had confirmed that the channel followed works by Thames Water and OCC would be enforcing re-instatement. The Clerk would press for progress updates, especially as Thames Water had advised it had further work to carry out on this section of road.</p>	RMP
<p>The Council noted that the A4095 between Portway and Middleton Stoney was also in a very poor state.</p>	
<p>Oxford-Cambridge Expressway: updates from Oxfordshire County Council &amp; Cherwell DC: Cllr Corkin had forwarded a statement from Cherwell DC’s Planning Policy department: An announcement in summer 2018 (July) was expected to confirm the preferred corridor; from summer 2018 to autumn 2020 work would be undertaken to develop the preferred <i>route within</i> the corridor; the preferred route would be announced in autumn 2020. Two of the three <i>corridor</i> options would pass close to Bicester and require major upgrades to the A34. The Expressway already had its 'need case' agreed which established the principle of the road, so the next stages would be to confirm the precise route, field by field. “The two (corridor) options close to Bicester would bring significant infrastructure forward that would further improve the connectivity of the town, remove the need for a new SE peripheral route which has caused so much concern at Wendlebury, as well as providing an additional route to the Motorway network, helping to remove through traffic from Bicester. [...] CDC is continuing to engage with the East West Rail project and the development of the Expressway. Once the corridor decision is announced in July a further report will be presented to (Cherwell DC) Members on steps to address its implications.”</p>	
<p>9. <u>Parish Council Assets</u></p>	
<p>War memorial: Cllrs Richardson and Jenkins hoped to mow the grass as needed; Cllr Richardson also hoped the general maintenance of this area might be a project for the Scout group. Cllr Buckingham-Fry had received a quotation from O G Stonemasonry which in some respects was cheaper and in others dearer than the quotation from Harristone. She had started looking at grant funding. <b><i>It was resolved</i></b> that grant sources be investigated in the first instance, and enquiries would be made of the Royal British Legion. It was agreed that any cleaning should be done sympathetically, to retain the patina.</p>	DR/ SJ  KBF
<p>Notice boards: Cllr Jenkins had repaired the large notice board by the School.</p>	
<p>Mowing of footpath Hatch Way to Pound: Dr Macbeth had reported that Mr Sprake, of Hatch Way, had offered to keep this section strimmed.</p>	

<p>Greens verges mowing areas: it was noted that Greenscape Inspires had increased its fortnightly charge from £120 to £150 because of the inclusion of the verge in front of Dashwood Cottage (South Green). The Council noted the Finance Subcommittee had felt it was appropriate to approve this increase, however <i>the Council resolved</i> to keep an eye on “best value” for this service.</p>	All
<p><b>To consider further:</b> replacement White Gates, Bletchington Road: Cllr Buckingham-Fry had obtained details from Glasdon on price and design options. <i>It was resolved</i> that the replacement be the same as the current gates, but should be in recycled plastic if possible; Cllr Buckingham-Fry would take this forward.</p>	KBF
<p>Stage 2 KWACS pond improvements: with regard to potential repairs to the Pond Wall, KWACS hoped to drain pond in the autumn. This would be the time to inspect and repair the wall, but before that was possible they needed to understand what happened to the water when it flowed from Mr Grant Lee’s pond as they would ideally like to pump the village pond dry via pumping water into his pond. KWACS was therefore also liaising with the Park owners as Mr Lee’s pond drained to the Park.</p>	
<p>10. <u>Defibrillator</u></p> <p>Cllr Richardson had written to South Central Ambulance Service requesting further detail following SCAS’s report on the Parish Council’s complaint but a response was not expected until around 22<sup>nd</sup> June.</p>	
<p>11. <u>Village Hall, Sports Field and Play Areas</u></p> <p>KVMHC AGM, Monday 21<sup>st</sup> May: Cllr Richardson had attended. A new large notice board on the main hall wall included space allocated to the Parish Council. The floor surface in the main hall had been a problem for several years and might need to be replaced, and the window defects were the subject on an ongoing warranty claim. The Committee had not offered a pitch fee reduction to the Steak &amp; Chips van. Bookings were up and the cash balance was healthy. The Council commented that if the Committee wished to investigate the provision of electric vehicle charge points a full survey of the existing electrical supply to the building would need to be carried out.</p>	
<p>For information / update: Play Area, fence &amp; tractor shed repairs: Cllrs Sadler and Jenkins had inspected the Play Area fence and recommended it be replaced in its entirety; Cllr Jenkins was obtaining prices. At present the Play Bark did not need to be topped up. Over twenty of the Sports field fence posts needed to be replaced.</p>	SJ
<p>TCA for crown reduction works (2 x Cedars): permission had been granted for the work, and Mr Ableson of Sylva would liaise with Mr Draper and Mrs Allison about the date and access.</p>	
<p>Broken commemorative bench: a Sylva employee had installed the replacement bench on 9<sup>th</sup> June, Mrs Love would attend on 13<sup>th</sup> June, when Mr Draper would fit the plaque.</p>	RMP
<p>Sports field pitch fees for junior games (use of field, other than at Village Fete): Cllr Richardson as Chairman requested consideration of this matter. It was recommended there should be no charge for junior cricket games as long as they remained amateur, however Cllr Richardson would make further enquiries of Mr Bartlett as to whether those attending already paid subs to the organisers.</p>	DR
<p>Dog bin by kissing gate to Park: it was understood that Mrs Hawkesworth would replace the broken lid.</p>	
<p>12. <u>Planning</u></p> <p>(i) MCNP: (as noted previously) - the public consultation on the Neighbourhood Plan was live and would close on 19<sup>th</sup> June.</p> <p>(ii) Monthly planning application schedule – the Council <i>noted</i> the report (to be filed with the approved Minutes). It was noted that while permission had been granted for the variations at Akeman Spinney (18/00366/F), further permitted development rights had been removed from the approved proposals.</p>	
<p>13. <u>Correspondence</u></p> <p>A parishioner had written to complain about the sexist nature of the decor on some of Hebborns’ fairground equipment. It was suggested that the encouragement of a debate, possibly via the Village News, on the key features of the Lamb Ale weekend and in particular on the merits of the funfair, might be fruitful.</p> <p>Dr Macbeth had written to KWACS to query whether KWACS could undertake maintenance of parts of Tinkers Ditch; KWACS had replied to say that it did not have the capacity to do this.</p>	



**Akeman Spinney – revisions** (Akeman Spinney, Heyford Road)

**18/00366/F** | Variation of condition 2 (plans) of 17/02158/F - minor layout alterations, minor increases to sizes of houses and materials alterations |

**Akeman Spinney, Heyford Road**

KPC Objection, Weds 25<sup>th</sup> April. Further revisions published on 26<sup>th</sup> April – KPC sent further comments but no change to position.

CDC Permission granted 10<sup>th</sup> May, further permitted development rights removed from approved proposals.

**18/00095/TCA** | T1, T2 x Cedars - Crown reduction up to 3.0m. |

**Playing Field, South Green, Kirtlington**

KPC KPC is applicant and so has not submitted comments

CDC Permission granted 7<sup>th</sup> May.

**18/00486/F** | Demolition of rear conservatory and erection of a single storey extension |

**The Cottage On The Green, South Green, Kirtlington OX5 3HJ**

KPC extension proposals seem acceptable but insufficient information on size and type of tree to be removed, so unable to comment properly.

CDC Permission granted 16<sup>th</sup> May

**18/00156/DISC** | Discharge of condition 4 (folding screen details) of 17/01415/F |

**1 South End Cottages** Bletchingdon Road

KPC No objection

CDC Permission granted 5<sup>th</sup> June

**18/00121/TCA** | T1 x Beech - Remove x2 smaller diameter lower branches overhanging property, remove x2 lower north facing branches overhanging Park Close, reduce x3 extending north facing branch ends by up to 2.5 metres in length, Judiciously thin the remaining canopy, i.e. primarily the removal of overcrowded, undesired patterns of growth, dead or suspect wood T2 x Cherry - Reduce overall height of tree by up to 2.5 metres in branch length (to previous), reduce in proportion the remaining canopy spread to the trees original symmetrical shape, remove dead or suspect wood where required |

**Chequers, Heyford Road Kirtlington**

KPC – No objection

CDC Permission granted 23<sup>rd</sup> May

**18/00141/TCA** | Works to trees as per tree report by Langley Arb Ltd. |

**Kirtlington Park Polo Club** Akeman Street

KPC No objection

CDC Decision awaited

**18/00818/F** | Variation of Conditions 2 and 3 of 16/00002/F - To allow a slightly revised design for the first floor area of the dwelling, replacing the previously proposed render with a timber cladding. The proposed alternative material is a natural material that will fit in well with the area and design of the dwelling and will provide continuity with other buildings on the site |

**Sundown, Crowcastle Lane**

KPC No objection – timber cladding may be more in keeping with the modern style and may weather more attractively in the long term.  
CDC Decision awaited

**18/00804/F** | Erection of building to form linked annexe with bedroom over - Resubmission of 17/00064/F |

**Knotty Ash 14 Park Close**

KPC No objection but as previously frosted glass and black-out blinds may be appropriate if there is overlooking of neighbours.

**18/00797/F** | Removal of existing conservatory/store to rear and the erection of a single storey rear and side extension |

**27 Oxford Road**

KPC Extension quite large but no objection

**18/00135/TCA** | T1 x Apple - Crown reduce by up to 2.0m, reduce side branches to blend and maintain tree's natural form. |

**2 Hatch End**

KPC No objection

**18/00765/F** | Alterations and change of use of part of stable building to living accommodation for Barn House |  
**Barn House** Kirtlington Stud Crowcastle Lane

KPC No objection

**18/00839/F** | Extension and alteration to existing garage to provide home office and workshop |

**6 Roman Close**

KPC **comments by Weds 20<sup>th</sup> JUNE**

***At Tuesday 12<sup>th</sup> June – no further CDC validations or decisions***

## KPC 12th June 2018 - Agenda Item 14 - Finance

### Bank statements at 29 May 2018

Current a/c at 29 May 2018	£40,995.16	Includes first half of Precept at £12,000 and CTRS grant at £368.68
Saver a/c at 29 May 2018	£3,439.26	Unchanged from last statement
	<b>£44,434.42</b>	
Unbanked cheques	<u>-£300.00</u>	2 x Greenscape mowing
	<b>£44,134.42</b>	

### For approval: June 2018 payments

KVHMC	£ 18.00	Hazel Room for KPC and Speedwatch training
KVHMC	£ 30.00	Hazel Room for KPC and Hall for APM
Ady Podbery	£ 297.00	Mowing sports field April
Ady Podbery	£ 529.80	Mowing sports field May & supply 2 bags 20kgs fertiliser
Jake Williams	£ 430.00	Remove old Cedar stump + 2 x Holm Oak rootballs
M&M Builders	£ 1,327.20	Repair Tractor Shed roof (incl VAT)
Helen Macbeth	£ 60.00	Re-imburse 2 x Cherwell Graphics printing bills
J P Draper	£ 132.00	Re-imburse new tractor battery
	<b>£ 2,824.00</b>	

### To note:

Greenscape increase in greens mowing rate- £150 per fortnight, up from £120 (from w/c 21st May)  
Approved by RS/DR, w/c 14th May.

### Additional June payments for approval

Greenscape Inspires	£ 150.00	mowing w/c 18 Jun
Greenscape Inspires	£ 150.00	mowing w/c 2 July
OALC	<u>£ 288.00</u>	3 x delegates to Chairmanship training at £80 ea plus VAT
	<b>£ 588.00</b>	

### Quotations to note

Jake Williams	£360	Remove Horse Chestnut stump south end of field (obstructs Ady Podbury) incl add fresh soil and grass seed in place of stump
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