

KIRTLINGTON PARISH COUNCIL
Minutes of the Parish Council Meeting
held in the Village Hall on Tuesday 10th December at 7.00 p.m.

Present: Ms Trudy Brock, Mrs K Buckingham-Fry, S Jenkins (from Item 10), Mrs R Powles (Clerk), D Richardson (Chairman)

In attendance: None

	Action
<p>1. <u>Apologies</u></p> <p>Cllr Corkin (Cherwell DC), Cllr Griffiths (Oxfordshire CC).</p>	
<p>2. <u>Declarations of pecuniary interests / other conflicts of interest</u></p> <p>None.</p>	
<p>3. <u>Approval of the Minutes of the meeting held on 12th November 2019</u></p> <p>The minutes were approved.</p>	
<p>4. <u>District and County Councillor reports</u></p> <p>Cllr Griffiths had written to re-iterate the County Council's opposition to the Oxford-Cambridge Expressway and had forwarded a copy of Cllr Ian Hudspeth's letter to that effect to the Rt Hon Robert Jenrick, Secretary of State for Housing, Communities and Local Government.</p>	
<p>5. <u>Highways and road safety; footpaths</u></p> <p>County Councillor's Priority Fund, application for further funding for traffic calming (deadline 31st January 2020): Cllr Buckingham-Fry reported on a suggestion from the Traffic Calming and Road Safety Subcommittee for potential traffic calming features at South Green (to be replicated at other key locations on the village section of the A4095 in order to create repeated delays which in combination would potentially reduce flow); the Council requested further detail on the likely cost and an indication as to whether OCC Highways would support it; Cllr Buckingham-Fry would make further enquiries. The Traffic Calming and Road Safety Subcommittee would next meet in the New Year.</p> <p>Broken bollard by North Green: Cllr Richardson reported on updates from OCC Highways; it seemed the County's repairs schedule was significantly behind schedule but a senior officer had offered to ensure this item was expedited.</p> <p>OCC Highways grass cutting arrangements: Cllr Brock had yet to hear from OCC Highways following her enquiry (whether Highways would carry out an additional cut of selected areas where visibility was important, and to provide a quote for the cost which subject to the cost per square metre she estimated would be around £80).</p> <p>Footpath maintenance: the Council noted its thanks to Cllr Brock for her efforts in clearing leaves from Church Lane.</p> <p>The replacement gates for the Bletchington Road approach had been delivered; councillors would make arrangements for their installation.</p> <p>Grit bin, Hatch Way: OCC Highways had confirmed this would be topped up.</p> <p>Abandoned vehicle at the Pound; the MOT had expired on 16th November and Cllr Richardson was endeavouring to establish which body was responsible for its removal.</p>	<p>KBF</p> <p>DMR</p> <p>TB</p> <p>SJ/ DMR /KBF</p> <p>DMR</p>
<p>6. <u>Parish Council Assets</u></p> <p>Allotments, gate: Cllr Richardson reported the Allotments Society were happy for him to remove the metal projection and rectify any associated defects.</p>	DMR

<p>South Green (Church Lane intersection), broken timber bollard: the bollards here had been supplied and installed by OCC Highways in 2012 but identical bollards were easily obtained. Details of the anti-graffiti paint and green paint for the MUGA wall had been circulated. The suppliers of the bus shelter on the Bletchington Road had also provided a cleaning kit, which the Clerk had in safekeeping.</p>	[KBF]
<p>South Green lime trees and oak tree, willow at the Pond (crown raising): Cllr Buckingham-Fry confirmed that Sylva's quotations included submission of the application papers to Cherwell DC.</p>	KBF
<p>Cherry trees for Play Area, Oak tree for Car Park: it seemed delivery might be possible before the end of the month.</p>	KBF
<p>KWACS programme to clear the Pond and KWACS grant application to TOE: KWACS had identified a drain clearing company which could carry out a camera survey of the pipe flow to the Park. A parishioner had provided contact with an organisation which could carry out the silt analysis required by TOE. <i>The Council resolved</i> that as previously, invoices for this work could be addressed to the Council.</p>	
<p>Gravel Pit field: Sustainable Kirtlington members had advised they would not renew the license of the field corner (which therefore expired on 24th November). The Council discussed aspects of the ongoing maintenance and use of the field including the question of the rental use of the field and an appropriate level of rent. As regards both use and the possibility of tree planting in a section, it was agreed to await the outcome of a meeting to be held in January between parishioners interested in forming a tree planting group, which Dr Macbeth would also be able to attend. It was hoped the aims of this group would dovetail with the MCNP Forum's interest in tree planting (as discussed previously with Dr Macbeth) at by member parishes.</p>	
<p>The Clerk had circulated details of the Government's and Hedgelink.org's recommendations on hedge cutting. These bodies recommended that hedge trimming took place only every two or three years. It was also recommended not to cut in the autumn, to leave berries for wildlife. The Gravel Pit field hedges had last been cut in October 2018, so the earliest next cut would be in February 2021.</p>	
<p>7. <u>Churchyard extension</u></p>	
<p>There were no updates to report.</p>	
<p>8. <u>The Kirtlington Charities (Fuel Trust, John Wicker Trust)</u></p>	
<p>The Council noted that Mr Eeley had confirmed he would take on the role of the Parish Council's appointed Trustee.</p>	
<p>9. <u>Village Hall, Sports Field and Play Areas</u></p>	
<p>The Council noted particular thanks to Mr Derek Hayes and Mr Jon Gardner and their team for a spectacular fireworks display on 16th November, which had afforded the Village Hall Management Committee a record sum in profits.</p>	
<p>Electric vehicle charging points: these were now operational.</p>	
<p>Truck tyres, behind Village Hall: Cllr Richardson confirmed these would be removed.</p>	
<p>Sports field and outfield, mole hills: the Council agreed to appoint Mr Phil (<i>Howe</i>), at £200.</p>	
<p>10. <u>Planning</u></p>	
<p>(i) Mid-Cherwell Neighbourhood Plan (MCNP), Older People's Housing Options Survey. Copies had been left at the shop and with Mrs Summerfield, who could distribute them via the Kirtlington Care network, and the survey had been publicised on local social media.</p>	
<p>The Council noted MCNP Chairman Martin Lipson's assessment of recent Planning Inspectorate determinations of appeals against CDC's refusal of permissions for development in Category A Villages – the PINs determinations "breached" CDC's Policy Villages 2 cap of a combined total of 750 new homes for such villages in the Plan period (to 2031) but such appeals had not yet been tested in Category A villages with Neighbourhood Plans.</p>	
<p><i>Cllr Jenkins joined the meeting at 8.05 p.m.</i></p>	
<p>(ii) Monthly planning application schedule – the Council noted the report (to be filed with the approved Minutes).</p>	

19/02551/F, Kirtlington Park House Kirtlington Park, Change of use from a C3 dwelling house to a sui generis mixed use classification consisting of residential and private/corporate hire use (and increase in number of Civil Ceremonies, to 20 p/a): **it was resolved** that Cllr Richardson should contact Mr Buxton for further details.

DMR

(iii) Other:

19/02550/F, Land to the east of M40 and south of A4095 Chesterton Bicester Oxon, Redevelopment of part of golf course to provide new leisure resort (sui generis) incorporating waterpark, family entertainment centre, hotel, conferencing facilities and restaurants with associated access, parking and landscaping (Great Wolf Resorts (USA) proposals for development to expand Bicester Hotel and Golf Club (Chesterton) into a Family Waterpark and Hotel Resort): **the Council resolved** to object to the application. The Planning Sub-Committee had provided an analysis of the deficiencies in the proposals with regard to traffic flow and access, and had highlighted the incompatibility with Cherwell DC's adopted Development Plan. The Parish Council would post on Facebook the information provided by Chesterton Parish Council intended to assist members of the public who wished to submit objections.

12. Correspondence

In the light of OCC Highways' reported delay in carrying out minor repairs the Clerk would respond to a parishioner who had written to the Council recently about Highways defects.

12. Finance

Monthly receipts & payments: the Council **approved the payments** (schedule as presented to the meeting, to be attached to the approved Minutes).

13. Date of the next meeting

This was confirmed as Tuesday 14th January 2020.

14. Councillors' reports and items for future agendas

Minor matters of information not elsewhere on the agenda (not for debate/decision):

OCC Bus reps' meeting: Dr Macbeth had provided further information on the last meeting after receiving the minutes. At the meeting several reps including Dr Macbeth had said that a good rural bus service was needed to precede people deciding to leave their cars and use the bus.

Agenda items for future meetings:

January: Lamb Ale: invitation to fairground providers

January: 2020-2021 Draft Budget

Ongoing: Highways and traffic calming (Sub-committee progress)

Ongoing: Parish Council assets – monitoring of agreed maintenance actions

The meeting closed at 8.45 p.m.

Signed

D. M. RICHARDSON

Chairman

Date

14th JANUARY 2020

RMP/
DMR
/SJ

KPC meeting, 10th December 2019 – Agenda Item 10 (ii), Planning update

19/01896/F **The Glebe Troy Lane** Kirtlington OX5 3HA,

Single storey rear extension and two storey extension to front elevation

KPC *No objection*

CDC *Permission granted 22nd November. Stone to match existing, plus development monitoring.*

19/01993/TPO **Akeman Spinney** Heyford Road Kirtlington

T1 – Beech – Crown raise southern side of lower canopy to the same height as roadside section. Reduce southern side of canopy by approx. 1.0m only, making cuts at secondary points of growth and retaining a balanced crown outline – this to bring the tree into scale with recently erected dwelling and increase height intensity into garden and property without having a detrimental effect on the tree.

KPC *No objection*

CDC *Permission granted 18th November. Works limited to those requested only.*

19/02270/TCA **2 South End Cottages** Bletchingdon Road Kirtlington OX5 3HF

T1 x Bay - Reduce height by up to 45% as causing light issues and damage to garage buildings.

KPC *Hopes the tree will survive a 45% reduction, and that the proposed height reduction will indeed prevent any (undefined) damage to the garage.*

CDC *Tree officer happy it will survive, No comments or objections (= permission) 18th November.*

19/02315/TCA **Portway House** Heyford Road Kirtlington OX5 3HU

T1x Horse Chestnut, in decline remove to ground level.

KPC comments by *(none sent) [4th Dec]*

CDC *No comments or objections (= permission) 2nd Dec, tree moribund*

Cherwell District Council: Consultation on the Proposed Main Modifications to the Partial Review of the Cherwell Local Plan Part 1 (Oxford's Unmet Housing Need) –

KPC *Comments by Mon 16th Dec for Friday 20th December: Nov KPC - KPC concern ref potential traffic impact*

19/02551/F **Kirtlington Park House** Kirtlington Park Kirtlington OX5 3JN

Change of use from a C3 dwelling house to a sui generis mixed use classification consisting of residential and private/corporate hire use (and increase in number of Civil Ceremonies, to 20 p/a)

KPC *Consultation letter requests comments by Thurs 19th December, site notice gives 28th Dec.*

19/02583/F **2 Roman Close** Kirtlington OX5 3EX

Loft conversion including installation of velux roof windows in both front and rear roof elevations.

KPC *Consultation letter requests comments by 20th December*

19/02021/F **The Hedges 3 Park Close** Kirtlington OX5 3HR

Demolition of attached outbuildings, replacement with a single storey flat roofed extension

KPC *Comments by Weds 18th Dec for Fri 27th Dec*

CDC *Validated 6th Dec, Case O not appointed at 10th Dec*

19/02550/F **“Great Wolf”, Chesterton**

Land to the east of M40 and south of A4095 Chesterton Bicester Oxon

Redevelopment of part of golf course to provide new leisure resort (sui generis) incorporating waterpark, family entertainment centre, hotel, conferencing facilities and restaurants with associated access, parking and landscaping

Validated 25/11/2019

KPC *CDC Website gives comments due date Saturday 4th January 2020*

CDC *Website gives Committee date 13th February; target decision date 16th March*

At noon Tuesday 10th December 2019 – no new validations or decisions

KPC 10th December 2019 - Agenda Item 12 - Finance

Current a/c at 29th November 2019	£44,678.48	Includes £12,000 Precept (second half for 2019-20) As previously, includes OCC grant £3,450 for traffic calming measures
Saver a/c at 29th October 2019	<u>£3,449.57</u> £48,128.05	No change since last statement
Unbanked cheques	<u>-£457.20</u>	incl: Ady Podbery sports field mowing in Sept and October
	£47,670.85	

For approval: December 2019 payments

CPRE	£ 25.00	Membership donation - £10 / £25 / £50 / £100 - sum for parish councils not specified
KVHMC	<u>£ 12.00</u>	Room hire November
	£ 37.00	

PAYMENT FOOTNOTES (Statutory powers and duties) (at KPC 10th December 2019)

Salary payments to Clerk LGA 1972, s 112(2)

Clerk reimbursement of out of pocket expenses Common law entitlement consequential on employment; also Local Govt (Financial Provisions) Act 1963, s.5

Payments to HMRC ref NICs of staff Councils as employers must make NICs payments where pay exceeds the lower earnings limit

Meeting room/hall hire LGA 1972, S 133 and 134(4)

Website servicing Transparency Code for smaller authorities (Local Audit and Accountability Act 2014) - mandatory website publication of certain information

Sports field mowing and maintenance incl arboriculture Power to provide recreational facilities - Public Health Act 1875, S164; Open spaces act 1906, ss 9 and 10; Local Govt (Miscellaneous Provisions) Act 1976, s.19

Greens / Common mowing and maintenance incl arboriculture Public Health Act 1875, S164; Open spaces act 1906, ss 9 & 10; Local Govt (Misc. Provisions) Act 1976, s.19, Commons Registration Act 1965; Common Act 2006

Training fees for Councillors / Clerk LGA 1972, s 112(2)

Annual subscriptions incl administration fee to MCNP Forum LGA 1972, s 143

War Memorial repairs/maintenance War Memorials (Local Authorities' Power) Act 1923, s 1

Play Area costs - insurance / repairs / equipment purchase Power to provide recreational facilities - Public Health Act 1875, S164; Open spaces act 1906, ss 9 and 10; Local Govt (Miscellaneous Provisions) Act 1976, s.19

Dog bin clearance service (Cherwell District Council) Power to provide recreational facilities - Public Health Act 1875, S164; Open spaces act 1906, ss 9 and 10; Local Govt (Miscellaneous Provisions) Act 1976, s.19

Road safety Local Government and Rating Act 1997, s. 30 (by arrangement with the highways authority)