

KIRTLINGTON PARISH COUNCIL
Minutes of the Parish Council Meeting
held in the Village Hall on Tuesday 18th February 2020 at 7.00 p.m.

Present: Ms Trudy Brock, S Jenkins, Mrs R Powles (Clerk), D Richardson (Chairman)
In attendance: Ms M Johnson and Ms M-C Hunter (U-Live Portfolio Ltd) to 8.05 p.m;
Mrs A Banks, Mrs J Duckworth, Mrs A Mowat, to 8.10 p.m.

	Action
<p>1. <u>Apologies</u></p> <p>Cllr Griffiths (Oxfordshire CC), Cllr Buckingham-Fry.</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 14th January 2020</u></p> <p>The minutes were approved.</p> <p>Cllr Richardson brought forward Item 5 (Premises Licence application 19/PRM1663/LAPRE1 Kirtlington Park OX5 3JN (Cultural and music festival, June 2020)) for discussion and invited Ms M Johnson and Ms M-C Hunter (U-Live Portfolio Ltd, festival promoters) and members of the public to speak.</p> <p><i>The Council noted</i> that Cherwell District Council’s Licensing Subcommittee had granted a Licence for the festival on 21st January 2020.</p> <p>Ms Johnson outlined the role of U-Live Portfolio in the preparation and promotion of the festival, to be held over Friday 12th June to Sunday 14th June 2020, in conjunction with Tortoise Media. The licence provided a framework as regards the maximum attendance and maximum hours of operation. In the first year attendance might be a maximum of 5,000 at any one time (such as 1,500 camping and 3,500 day ticket attendance); the licence maximum attendance of 15,000 at any one time might be reached in future years. It was anticipated that Cherwell District Council (notably via the Safety Advisory Committee, SAG) would exercise strict oversight in year one in particular. The core of the event was discussion rather than music, thus music might be played from 4 p.m. or 5 p.m. onwards on Saturday 13th and Sunday 14th, and cease around 10.30 p.m. rather than 2 a.m. per the licence. Music disturbance was likely to be greatest between 8.30 p.m. and 10.30 p.m. on those days. The “build” phase would commence about 8 days in advance and the “breakdown” would take about 5 days from Monday. On Thursday and Friday there would be heavy truck and vehicle movement associated with the build phase and sound checking in the afternoons of those days. Details of planning for traffic control and associated logistics were in the early planning stage only and involved consultation with OCC Highways and the landowners and a traffic consultant had been engaged. Traffic movement was expected to be greatest on Saturday and Sunday from around 10.30 p.m. when visitors left after the closure of the main (music) stage. For safety reasons two entrances and two exits to the festival site (the north and east of the Park) would be required from Akeman Street. Ms Johnson anticipated that drivers would approach from the north and would adhere to instructions (e.g. to ignore their Satnavs) to not access the site through the village centre. Other than noise and traffic Ms Johnson said residents usually had concerns about litter and security. A full perimeter fence would be erected and access would be by ticket only, with a no re-entry policy for day ticket holders. Ms Johnson said it was hoped there would be no litter impact.</p> <p>Cllr Richardson thanked Ms Johnson and Ms Hunter for their presentation and expressed a hope that they would attend a further Parish Council before the event. Ms Johnson advised that in advance of such events U-Live would normally send reports only, and would not provide details of plans which were in draft, however attendance at a future meeting before 12th June was possible if it was felt there was information of particular substance to discuss. Tickets for local residents would be discounted, at around 50%. <i>The Council noted</i> Ms Johnson’s request for guidance on support for local charities, causes or organisations. The Clerk would liaise with Ms Hunter about future Council meeting dates and the deadlines for submission of information to the next two editions of the Village News. Ms Johnson and Ms Hunter left the meeting.</p>	<p>All RMP</p>

<p>The Council noted a recommendation for independent measurement of the decibel level during the festival and that photographs were taken, for example of traffic movement, and concern about the potential for drivers to attempt vehicular access to the Park other than from Akeman Street, via central village residential locations. The members of the public left the meeting.</p>	
<p>The Council discussed the possible benefit to village charities and local causes from festival support and agreed to return to the matter.</p>	All
<p>Cllr Richardson resumed the meeting Agenda.</p>	
<p>4. <u>District and County Councillor reports</u></p>	
<p>Cllr Griffiths' end of January report had been circulated.</p>	
<p>6. <u>Highways and road safety; footpaths</u></p>	
<p>Roads and Traffic Sub-Committee, updates: none.</p>	
<p>Application for grant of up to £1,549 from County Councillor's Priority Fund for further traffic calming measures: Cllr Richardson had submitted the application and would contact Cllr Griffiths for a progress report.</p>	DMR
<p>Verge cutting: Mr Podbery had advised that he did not undertake Highways verge mowing but had provided contact details for Mr Edward Hawes. Cllr Brock reported that Mr Hawes would be happy to do such work, at £200 plus VAT per half day. The Council resolved to appoint Mr Hawes at an appropriate date in the summer; Cllr Brock would ascertain when OCC Highways would carry out its annual cut and arrange for Mr Hawes to mow extra sections after that.</p>	TB
<p>Parishioner request for improvements at South Green: the Council noted that decluttering of signage at South Green and the possible replacement of a now lost signpost to the Church were desirable, but felt that a footpath alongside the green to assist schoolchildren in accessing the southern end of the village was not needed; the suggestions would be passed to the Traffic Sub-Committee.</p>	
<p>7. <u>Parish Council Assets (maintenance)</u></p>	
<p>Allotment gate: Cllr Richardson reported this had been repaired and the Allotment society would repaint it.</p>	
<p>South Green potholes: Gigaclear had declined to repair the holes outside Stoke House and Mr Eeley had filled them; the Council noted its thanks to Mr Eeley.</p>	
<p>Wind damage to second Leylandii in Sports Field adjacent Cornbrash, further damage to Cornbrash trees: the Clerk had contacted Sylva to arrange the additional remedial work and hoped a date would be confirmed the next day. The prolonged rain in recent weeks meant it was unlikely Sylva could clear the cut timber in the near future as the ground was too wet to allow access for heavy vehicles.</p>	RMP
<p>Greens mowing contract for 2020: it was resolved to confirm Greenscape's re-appointment and arrange a start date.</p>	RMP
<p>Cherry trees for Play Area, commemorative Oak tree for Car Park: these had been planted.</p>	
<p>8. <u>Kirtlington Tree Project</u></p>	
<p>The Village tree planting group had formed the Kirtlington Tree Project. Its Chair, Mrs Willcock, had written to ask if part of the Gravel Pit Field could be used to establish a community orchard: Cllr Richardson would reply to express the Council's support for this proposal.</p>	DMR
<p>9. <u>Churchyard Extension</u></p>	
<p>OALC had forwarded further comment from NALC on the law restricting expenditure by local authorities on Church property. The Council noted that it seemed there was no reason to alter its previous resolution to assist this project.</p>	
<p>10. <u>Village Hall, Sports Field and Play Areas</u></p>	
<p>Churchyard mowing: Mrs Mowat had asked if the Council would be happy for the PCC's volunteer to use the Toro mower again; the Clerk would confirm this and ask if the PCC could contribute towards maintenance or petrol costs.</p>	RMP

11. Planning

(i) Mid-Cherwell Neighbourhood Plan (MCNP): Chairman Martin Lipson had circulated the MCNP Forum January meeting minutes. These included a report on the Oxfordshire Neighbourhood Plans Alliance. Representatives of 31 Oxfordshire Neighbourhood Plans had attended the Alliance's third meeting in January. The group was trying to make sure that the ethos, objectives and policies of Oxfordshire neighbourhood plans are embedded in the evidence base for the Joint Statutory Spatial Plan up to 2050.

The next MCNP Forum meeting was currently scheduled for 22nd April.

MCNP Forum, Policy training for member Parish Councils (2 hours duration), Sat 7th March, Steeple Aston. The Clerk might be able to attend; Council members might be able to attend at a later date.

(ii) Monthly planning application schedule – the Council noted the report (to be filed with the approved Minutes).

Oxford Lodge, Bletchington Road: The Council noted that a Building Control Notice application had been validated and the restoration works permitted under Planning application 19/01678/F had commenced.

(iii) Other:

19/02550/F, (Great Wolf Resorts (USA) proposals for development to expand Bicester Hotel and Golf Club (Chesterton) into a Family Waterpark and Hotel Resort): the expected Cherwell DC Planning Committee date for this application remained 12th March.

12. Lamb Ale, Friday 5th to Monday 8th June 2020 – invitation to Funfair provider

It was resolved to invite Hebborn's and the same stallholders as in previous years.

13. Correspondence

The Village News had contacted the Council to enquire of any plans for the 75th VE Day celebrations (8th to 10th May). Cllr Richardson had contacted the WI, and would contact the School.

14. Finance

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

15. Date of the next meeting

This was confirmed as Tuesday 10th March 2020.

15. Date of the Annual Parish meeting

This should be held before 1st June. Councillors would agree a date before 18th March (next Village News deadline).

16. Councillors' reports and items for future agendas

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

Kirtlington Post Office Stores: the Council noted the Shop would close at the end of February; the owners had given notice to the Post Office and Post Office service would continue for the next two to three months.

Abandoned vehicle at the Pound; Cllr Richardson confirmed that this had been removed a few days previously.

Agenda items for future meetings:

March: Governance / Financial risk assessment

Ongoing: KITE Cultural and music festival, 12th – 14th June 2020, Kirtlington Park

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

Ongoing: Parish Council assets – monitoring of agreed maintenance actions

The meeting closed at 9.10 p.m.

Signed

Chairman

Date

RMP

DMR