

**KIRTLINGTON PARISH COUNCIL**  
**Minutes of the Parish Council Meeting**  
**held remotely (Zoom) Tuesday 9<sup>th</sup> June 2020 at 6.00 p.m.**

Present: Ms Trudy Brock, Mrs Buckingham-Fry, S Jenkins, Mrs R Powles (Clerk), D Richardson (Chairman)  
Cllr Ian Corkin (for Oxfordshire CC and Cherwell DC, to 6.44 p.m.)

**In attendance:** Ms Emma Lambert (to 6.15 p.m.), Mr S Murray (to 6.35 p.m.), Mr Tony Summerfield (to 7.09 p.m.)

1. Apologies

Cllr Carmen Griffiths (Oxfordshire CC).

2. Declarations of pecuniary interests / other conflicts of interest

None.

3. Approval of the Minutes of the meeting held remotely on 12<sup>th</sup> May 2020

The minutes were approved.

Cllr Richardson invited members of the public to speak:

Ms Lambert expressed parishioners' concern about traffic speed through the village and urged the Parish Council to engage with the parish on the matter; also it seemed no consultation had taken place on various measures set out in Council minutes, such as the siting of planters and the use of (speed detection) cameras. She asked if cost was a reason for the latter. Cllr Richardson explained that decisions on initial traffic calming measures had followed earlier (County Council) funding allocations and although feedback on the best use of that funding had been sought via the Village News the number of responses had been extremely small. Similarly, the later County Council place-making initiative had been publicised, but he was encouraged that the village was now discussing the traffic problems and hoped it would be a two-way process. Cllr Richardson added that the Speed Indicator Device would be used as soon as Covid-19 pandemic restrictions were sufficiently eased. Ms Lambert left the Zoom meeting at 6.15 p.m.

Mr Summerfield (Kirtlington Neighbourhood Watch) outlined recent and ongoing anti-social behaviour in Mill Lane, at the Quarry and at the Village Hall car park. Some of this activity was drug-dealing, possibly facilitated by ease of access. He had been urging fellow-parishioners to not wait but to dial 101 immediately if they witnessed this behaviour. It was now only possible to dial this number for non-emergencies as the direct mobile numbers of the Kidlington community policing team were no longer available, however, members of the local team visited Kirtlington at least once every shift. Thames Valley Police had today told him that, as last year, they would set up Police awareness signs in Mill Lane and at the car park, which last year had had some effect. He queried whether Cherwell DC could assist, not least because it was responsible for the Quarry. Cllr Corkin offered to find out what might be possible, and suggested contact with the Community Safety Wardens, and would forward contact details. He suggested CCTV might help at the Village Hall.

Mr Murray stated the Mill Lane problems had increased noticeably since Cherwell DC had tarmacked the bridleway to the Quarry, and the County Council had thereafter removed the speed humps because there were no lights. He had reported speeding vehicles via Mr Summerfield and was very concerned there might be injury or worse. He hoped Cherwell DC could be prevailed upon to improve management of the Quarry as their amenity and was anxious for any action to limit vehicle access and speed. Councillors noted that Cherwell DC seemed responsive with regard to reports of safety concerns or damage at the Quarry, however there was no lawful vehicular access except for residents, and so on that point and with regard to other anti-social behaviour more support from Thames Valley Police was needed. As the bridleway was not a highway the Parish Council did not consider speed limit signs appropriate. The re-instatement of a central (padlocked) post might be impractical because delivery and emergency vehicles needed access (*but see Item 6 on this point also*). Cllr Richardson thanked Mr Murray for his offer to liaise further; Mr Murray left the Zoom meeting at 6.36 p.m.

4. District & County Councillor Reports

Cllr Corkin referred again to new provision for cycle routes; the County Council had been allocated a sum of about

£2.8 million for this. He referred also Cherwell DC's virtual briefing to Parish Councils on the Dorchester (i.e. Upper Heyford) Masterplan application which took place after the last Parish Council meeting and said he appreciated Kirtlington's concerns as expressed at the briefing. He recommended contact with Cllr Griffiths on these points, including Kirtlington's request for up to date traffic data from OCC Highways (*see Item 10 ii*), to show for example any increase in traffic since any data prepared for the Jersey Cottages application (*Clerk's note, application 17/01688/OUT*). He anticipated the Masterplan would go to Cherwell DC's Planning Committee in July. Cllr Corkin also expressed support for the Traffic Sub-Committee's current engagement with OCC Highways staff.

Cllr Richardson thanked Cllr Corkin; Cllr Corkin left the Zoom meeting at 6.44 p.m.

#### 5. Highways and road safety; footpaths

(*Place-making and traffic calming further to OCC Highways trial commenced June 2019*): updates and recommendations of Roads and Traffic Sub-Committee.

Traffic Sub-Committee matters noted and considered by the Parish Council:

Relocation (further north) of 30 mph sign at north end of village: Mr Kirkwood of OCC Highways had advised this would need to go through due process (formal application to and evaluation by OCC) and would cost in the region of £3,100. He hoped to visit this part of the village in the near future and form some initial views.

HGV traffic and Weston on the Green bridge: the Sub-Committee was seeking further information from OCC Highways on the routing of HGV's through Kirtlington and neighbouring villages, and the weight limit at the Weston on the Green bridge to the A34.

Planters (possible locations subject to further advice and consultation: Gossway Fields, Oxford Road at narrow point near Red House, near the School, near the Pond, but not at north end of village) – *the Parish Council agreed* to the suggestion of provision of soil and labour by volunteers to save costs, the *Council also agreed* to an order of materials sufficient for 5, for bulk savings, the location of the fifth planter yet to be decided.

Village entry gates (in addition to those on the Bletchington Road): these were under consideration but not confirmed for the north end of the village; a Sub-Committee member was investigating suitable options.

Coloured wooden pales attached to School railings (small section of railings separating pavement from road), the colours to perhaps be repeated at the wooden fence near the entrance to the Pre-School, cost in the region of £100: *the Council* noted that OCC had no objection to this suggestion and so *was content*.

Traditional or place-making traffic calming methods: *the Council suggested* it might be fruitful to use elements of both methods, in the short and longer term.

Decluttering (excess road signage): there was general support from the Sub-Committee for this, however the Parish Council's approval would be needed first as to which locations should be addressed, and for the cost of removing the signage.

Place-making (longer term aims): Ms Marsh hoped to transfer the proposals to a CAD drawing so that they could be explained clearly to parishioners.

(Part of place-making) Courtesy crossing: a Sub-Committee member was investigating potential locations.

(Part of place-making) 20 mph speed limit: this was one the Sub-Committee's longer term considerations, and discussion continued as regards the potential acquisition of 20-is-Plenty style advisory signs.

*The Council requested* a summary from the Traffic Sub-Committee of its work and proposals to date for early publication on the Village Facebook page, and a similar report for the next Village News edition; Cllr Buckingham Fry would take this forward and liaise with the Clerk.

(*Mr Summerfield left the Zoom meeting at 7.09 p.m.*)

Councillors noted that (setting aside increased traffic anticipated as a result of the Upper Heyford development) the A4095 rat-run between Witney and Bicester was an important factor in traffic load through the village.

Tinker's Ditch: the Council noted the recent request for the hedge alongside The Rectory to be lowered, and for the removal of the small trees in the bank. It was suggested that re-laying the hedge would be an appropriate and long

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<p>term solution, although such work would probably not take place until the autumn. Cllr Brock would approach Oxfordshire Conservation Volunteers.</p>	TB
<p>Highways verges, mowing by OCC – <i>see Item 8.</i></p>	
<p>6. <u>Mill Lane and Quarry</u></p>	
<p>Mill Lane bridleway, resurfacing (crushed and graded) of section from Quarry to Pigeons Lock; this work had been completed recently (by Reeds Ltd), with provision for water run-off.</p>	
<p>Traffic increase and anti-social behaviour in Mill Lane and at the Quarry (<i>see also Item 3 above</i>):</p>	
<p>Unlawful vehicle access to Mill Lane, abuse of the lane’s bridleway status: The Parish Council confirmed vehicle access was only lawful for residents; it was assumed that in addition to Mill Lane residents the non-residential landowners fronting the Lane also had such access and this point as well as access for canal boat residents should be clarified; additionally it would be reasonable to assume lawful access for delivery and emergency vehicles. The Council noted that the Oxfordshire Anglers Association’s website showed Mill Lane as the access road for the Lock and Canal area and stated parking was available at Pigeon Lock; Cllr Richardson would contact the Association to request removal of those details from its website.</p>	DMR
<p>The Council discussed what other measures might assist in preventing unlawful vehicle access and parking. It was suggested that clear and unambiguous signage as to the lane’s bridleway status and the limitations on vehicular access was desirable but might not in practice prevent all members of the public from driving down Mill Lane. Therefore, possible means of preventing or hindering unlawful access might be: a gate (with or without a lock and subject to OCC permission), and/or posts either side of the tarmacked stretch to the Quarry. CCTV near the Quarry entrance might help prevent anti-social behaviour.</p>	
<p>Weir Pool, crowding in hot weather: Councillors noted that the pool had always attracted divers and swimmers and unfortunately it was not possible to prevent reckless behaviour by visitors.</p>	
<p>Cllr Richardson would liaise further with the residents.</p>	DMR
<p>7. <u>Covid-19 emergency / Government restrictions on public gatherings</u></p>	
<p>The National Association of Local Councils (NALC) update of early June: NALC was considering whether councils should have the option of continuing remote meetings beyond the current period permitted by legislation, which was until May 2021.</p>	
<p>8. <u>Parish Council Assets (maintenance)</u></p>	
<p><i>Key maintenance tasks including arboriculture (Sports Field and Play Area – see next Item)</i></p>	
<p>Allotment Society replacement gate for northern entrance – the gate was due to be installed soon. Mole control: Councillors noted that Mr Howes had found moles at both North Green and the Sports Field. Tree surgery (Willow by Pond, branches obscuring drivers’ line of sight): the Clerk had asked for an additional quotation for this work, from Town &amp; Country Trees.</p>	RMP
<p>Kirtlington Tree Project: the Council noted Mrs Willcock’s request on behalf of the Committee’s for an indication of which part of the Gravel Pit field area could be used, and for the purchase of a combination lock to replace the current padlock. Purchase of the padlock <i>was agreed</i>. It was suggested perhaps a third of the field would be needed, and that soil type and drainage should be investigated, as well as the most suitable tree species for the site. Cllr Richardson would liaise with Mrs Price with regard to her wishes for safe use of the field by her horses and would respond to Mrs Willcock.</p>	DMR
<p>The Council noted a request from Yew Tree Cottage on South Green for a skip; the skip would be placed on the tarmac track close to the property, not on the green.</p>	
<p>Highways verges, mowing by OCC: Cllr Brock was pressing OCC Highways for a date for the summer cut. KWACS would prefer to see some areas of grass left uncut, so she hoped to look for areas which might be suitable and liaise further with KWACS.</p>	TB

9. Village Hall, Sports Field and Play Areas

Sports Field and Roman Close Play Areas: Covid-19 legislation required these to remain closed for the time being. Councillors should check when passing that the closure of the Sports Field Play Area gate was still secure.

Molly Minns Lane fence: Cllr Jenkins was investigating a replacement post for the opening onto the Sports field.

10. Planning

(i) MCNP Forum comments on Heyford Park Masterplan (18/00825/HYBRID) – the Forum’s formal comments submitted to Cherwell DC included support for Kirtlington’s traffic impact concerns and hoped there would be further discussion on how these could be mitigated.

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

Heyford Park Masterplan (18/00825/HYBRID): the Parish Council had submitted its formal objection of 3<sup>rd</sup> June. This followed a “Teams” (i.e. remote) meeting hosted by the Cherwell DC Case Officer, Andrew Lewis, for Cllr Richardson, Ms Marsh and the Clerk. Mr Lewis had forwarded the points drafted by Ms Marsh for discussion at this meeting to Oxfordshire CC Highways, and Cllrs Corkin and Griffiths were being kept informed. OCC Highway’s response had not yet been received. The Parish Council recorded its thanks to Ms Marsh for the time and work she had put into the Teams meeting and the Parish Council’s subsequent objection.

(iii) Other: none.

11. Correspondence

Covered by the previous Agenda items.

12. Finance

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

Cashbook end of year receipts and payments summary: this had been circulated to Councillors. The Clerk reported that the figures were favourable with regard to the 2019-20 budget and the projected spend for that year.

Zurich Insurance had confirmed that the premium levied this year (£987.54) would not be increased by the acquisition since June 2019 of the replacement Bletchington Road white gates, the Speed Indicator Device, or the replacement Play Area fence (Sports field Play Area).

13. Date of the next meeting

This was confirmed as Tuesday 14<sup>th</sup> July, at 6 p.m. and would be held remotely by Zoom.

14. Councillors’ reports and items for future agendas

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

The Council noted that for the time being there was no progress with the Churchyard extension project.

*Agenda items for future meetings:*

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

Ongoing: Parish Council assets – monitoring of agreed maintenance actions

July: Annual accounting and governance statements to 31<sup>st</sup> March 2020

The meeting closed at 8.15 p.m.

**Signed**

**Chairman**

**Date**

All

SJ