

KIRTLINGTON PARISH COUNCIL
Minutes of the Parish Council Meeting
held in the Village Hall on Tuesday 14th September 2021 at 6p.m.

Present: Mrs K Buckingham-Fry, Ms Jean Conway, Dr Briony Enser, S Jenkins, Mrs R Powles (Clerk), D Richardson (Chairman)

In attendance: Cllr Nigel Simpson (Oxfordshire CC), to 6.50 p.m.

	Action
<p>1. <u>Apologies</u></p> <p>Parish Councillors: Ms Trudy Brock</p> <p>2. <u>Declarations of pecuniary interests / other conflicts of interest</u></p> <p>None.</p> <p>Cllr Richardson welcomed Cllr Simpson to the meeting and invited him to report on County matters. Cllr Simpson said he would forward a report on the latest County Council matters of note, also a report on the proposed relocation of Siemens from Eynsham to (Little) Chesterton. It seemed Kirtlington would be eligible for Heyford Park S106 funding for traffic calming; he was liaising closely with OCC and would continue to focus on Kirtlington's traffic calming needs. The wrong result had been declared for the Banbury seat at the May elections, and to overturn this at the High Court this required expenditure of approximately £10,000 .</p> <p>3. <u>Approval of the Minutes of the meetings held on 13th July 2021</u></p> <p>The minutes of the meeting were approved.</p> <p>4. <u>District & County Councillor Reports</u></p> <p>As above from Cllr Simpson; Cherwell DC continued to issue its fortnightly bulletins to parishes but no other reports had been received.</p> <p>5. <u>Covid-19 emergency / Government restrictions on public gatherings</u></p> <p>Nothing to report.</p> <p>6. <u>Highways and road safety; footpaths</u></p> <p><i>(i) Place-making and traffic calming further to OCC Highways trial commenced June 2019:</i></p> <p>Place making and pilot schemes for County's 20 mph proposals: Cllr Conway confirmed Kirtlington would be one of five trials of a 20 mph scheme, and noted the lack of advance notification to the Parish Council. The scheme's steps were: a speed survey, a consultation with the Parish Council, the installation of 20 mph signage for a period yet to be determined but perhaps six months, a second speed survey and the possible relocation of the planters to assess whether so doing had any impact on traffic speed. After this the proposals currently being considered by the Traffic Calming Sub-Committee might move forward. Cllr Conway hoped OCC's basic scheme could be expanded from the provision of 20 mph signage. It seemed the consultation with the Parish Council was imminent and might only request consent. The trial in Kirtlington would follow that in Cuxham, and she might learn more from that scheme. She had requested an extension to the first speed survey as the installation of this had co-incided with the partial road-closure for the Pond dredging works. Information on consultation with the public was awaited from the County Council and without this it was not possible to offer a presentation to the village.</p> <p>Community Speedwatch: Cllr Conway said more volunteers were needed, and suggested the Speed Indicator Device (SID) was too cumbersome. Cllr Richardson suggested publicising the need for volunteers.</p> <p><i>Traffic Sub-Committee updates:</i></p> <p>Roadside timber planters: these might be filled in the next week; if not another soil supplier should be contacted.</p>	NS

<p>Location of recycled plastic replacement fingerpost opposite Dashwood: Councillors agreed this should be installed with a padlocked socket so that it could be removed if future access were needed for Hebborn's funfair installations.</p> <p>Children's "20 is Plenty" signs: Mr Prior would help with the installation.</p> <p>Flashing School Crossing signs: the School had asked if these could be re-activated; Cllr Buckingham-Fry would contact the County Council. It might be that a trained / formally registered lollipop person was needed.</p> <p>Civil Parking Enforcement (Oxfordshire County Council, in partnership with South Oxfordshire, Vale of White Horse and Cherwell District Councils), to commence from November 2021: Councillors agreed that this change targeted parking on roads with yellow lines and as there were no yellow lines in Kirtlington it did not affect the parish.</p> <p><i>(ii) OCC Highways' verges maintenance, village footpath maintenance, village bridleways</i></p> <p>Delegation to KPC of OCC grass cutting of wide verges (OCC to pay KPC £724 in April-May, for two cuts between May and November) and appointment of The Landscape Group Company for this work: Cllr Brock had reported a second cut had been done that day but it was not certain which sections were cut.</p> <p>Pigeon Lock signage to village centre, potential for review: Cllr Brock had concluded the sign had not been installed by either Cherwell District or Oxfordshire County Council. She had taped over the part of the sign mentioning the Post Office Stores. The Clerk would review Parish Council records for information on the sign.</p> <p>Parishioner request for memorial bench, Highways verge Gossway fields, near to northbound bus stop: Chris Grain of OCC Highways had informed Cllr Brock that Highways could install the bench for £185; the Clerk would liaise with the parishioner to take this forward.</p> <p>Tinker's Ditch, hedge and footpath maintenance: at present the Revd Miller was content to allow more hedge growth.</p> <p>Community Service and maintenance jobs (e.g. footpaths) – Cllr Brock had not yet heard from them but would follow up.</p> <p><i>(Cllr Simpson left the meeting at 6.50 p.m.)</i></p> <p>Degradation of footpath to west of Pound adjacent to Gravel Pit field because of vehicle traffic/parking: it was agreed Council members should liaise directly with parishioners unhappy with the attempt to block vehicle passage.</p> <p>7. <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>Asset inspection and maintenance (Parish Council or community); the Clerk would forward the asset maintenance schedule to Cllr Richardson; Cllr Richardson would commence inspection and Cllr Enser offered to help review the northern part of the village. Cllr Jenkins had sent an enquiry to Jake Williams and would review the budget for repair work. Councillors noted its thanks to Mr Eeley and Mr Blackwell for their repairs to potholes in the South Green tarmac; the Clerk would ask if reimbursement was needed for the patch tarmac cost.</p> <p>Replacement Parish notice boards: these were all in poor condition due to age. Councillors suggested that only the School notice board should be replaced and the two small notice boards at Gossway Fields and on the Heyford Road should be removed and not replaced. Bletchington PC's notice board was recycled plastic and made by Greenbarnes, based in Brackley. The Clerk would forward the School notice board dimensions to Cllr Jenkins for further investigation of the Greenbarnes options; Glasdon might be an alternative supplier.</p> <p>Churchyard Extension project: there were no updates to report.</p> <p>Kirtlington Tree Project (Community Orchard in Gravel Pit field): there were no updates to report.</p> <p>Gravel Pit field, flail mowing: Mrs Price had requested the field be topped. Councillors recommended that if the field were used for grazing, the owner of those animals should pay for the flail mowing and pay appropriate rent for use of the field. Resolved: Cllr Richardson would liaise with Mrs Price to that effect.</p> <p>KWACS Village Pond restoration project: the new pipe run installation from pond at 5 The Chestnuts to Park was completed in the week of 12th July and the works to dredge Pond commenced on 6th September and were completed on 9th September. KWACS had provided full details of the works and costs incurred. The Parish Council had received</p>	<p>KBF</p> <p>TB</p> <p>RP</p> <p>RP/ TB</p> <p>TB</p> <p>DMR /SJ</p> <p>DMR /BE SJ RP</p> <p>RP/ SJ</p> <p>DMR</p>
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<p>invoices for the dredging works and traffic control, and the cost above the Council's agreed donation of £2,000 agreed donation (March 2021) would be covered by the TOE grant and a donation from KWACS.</p>	
<p>Removal (June 2021) by Cherwell DC of damaged memorial (Janet Boustead) bench from Quarry: Cllr Enser hoped to be able to speak to Mr Tim Green at Cherwell DC in the near future.</p>	BE
<p>8. <u>Village Hall, Sports Field and Play Areas</u></p>	
<p>Kirtlington Village Hall Management Committee: the Committee Secretary had advised there were no items which needed to be addressed by the Council at present. The Committee would next meet on 20th September.</p>	
<p>New stone wall to be built at Cansum adjacent to Car Park approach: the work would not start until October and the Clerk would meet the stonemason, Zachary Coles, later in September.</p>	RP
<p>Play Bark supply (Sports field Play Area): Banbury Turf had delivered four bags and Cllrs Richardson and Jenkins had spread it out.</p>	
<p>To note: Sports Field and Roman Close Play Areas, annual safety inspection reports received and had been forwarded to Cllrs Jenkins, Brock and Richardson. Councillors agreed there were no matters which needed attention.</p>	
<p>Replacement timber Play House (Sports field Play Area): the suppliers Home Front provided the three additional side rails, free of charge.</p>	
<p>Sports field mowing and outfield maintenance: Mr Draper and Mr Cherry had been accessing the shed and using the equipment.</p>	
<p>Arboricultural intervention/felling of gale-damaged Leylandii, Sports field adjacent to Cornbrash boundary: the Clerk had not yet been able to submit the TCA for this work and had apologised to Jake Williams for the delay.</p>	RP
<p>Parishioner offers of benches for sports field: the Clerk and Cllr Brock had agreed the verge at the west side of the Pound was not a suitable location; agreed: it was agreed the Clerk should confirm with Mr Adams the Council accepted his suggestion of a location near the replacement tree on North Green near the Old Forge.</p>	RP
<p>Roman Close fence replacement: Cllr Brock awaited Jake Williams' quote.</p>	TB
<p>9. <u>Planning</u></p>	
<p>(i) Mid-Cherwell Neighbourhood Plan: the MCNP Forum would meet on Wednesday 15th September. Mr Kurgo and Dr Macbeth would draft comments on the Forum's Agenda on behalf of the Parish Council: resolved, that Dr Macbeth as the Council's rep on the Forum should present those points.</p>	
<p>(ii) Monthly planning application schedule (new application details since the previous meeting): Councillors noted the report and there were no comments to pass on to the Planning Sub-Committee.</p>	
<p>21/00369/F, Kirtlington Post Office Stores, application for change of use to residential: noted: permission granted at Cherwell District Council's Planning Committee meeting of 12th August 2021.</p>	
<p>(iii) Other:</p>	
<p>Oxford County Council - Oxfordshire Plan 2050 public consultation, 30th July until Friday 8th October: CPRE had hosted an online event on 19th August chaired by MCNP Forum Chairman Martin Lipson. Dr Macbeth had attended and had sent on notes and emphasised the importance of the rural community response. Councillors noted that MCNP Forum was likely to draft a response and the Parish Council should ensure its views were included.</p>	All
<p>Ministry of Housing, Communities and Local Government - Oxford-Cambridge Arc public consultation, 20th July to 12th October 2021: as above, if MCNP submitted a response the Parish Council should ensure its views were included.</p>	All
<p>Cherwell DC Executive Committee meeting 6th September 2021 - Approval of the Cherwell Local Plan (2015 – 2030) Review Options Paper (public consultation currently set for June-July 2022). Cherwell DC's Planning Policy department had invited Parish Councils to an online meeting, Weds 15th Sept, to discuss the purpose of the Options Paper and for a presentation of the timelines for the Plan preparation and its relationship to the current consultation on</p>	

the Oxfordshire Local Plan 2050. Bookings by lunchtime Weds 15th Sept. The online meeting clashed with the MCNP Forum meeting, which only Dr Macbeth could attend.

“Great Wolf”: Cllr Richardson confirmed he had emailed MPs John Howell and Victoria Prentis to re-iterate the Council’s grave concern at the PINS decision to allow the development.

10. Correspondence

250 bus service: Dr Macbeth as Public Transport Rep had forwarded details of the County’s Bus Service Improvement Plan consultation (deadline Monday 13th September). She had sent an interim response Monday 13th Sept to OCC, and had set out points for KPC to consider for its formal response. **Resolved:** Cllr Richardson would confirm the Council’s agreement to that response; the Council **also agreed** to Dr Macbeth’s offer to draft and circulate a parish-wide survey on parishioner bus use.

DMR
/HM

Community Shop, possible planning application at land adjacent to Village Hall: Cllr Richardson had written to Mrs Hawkesworth to confirm the Council’s view (meeting 14th July 2021) of support in principle. Mrs Hawkesworth had since received comments in support from Mrs Nicholson (representing the freeholders) and hoped to provide further details for the Council’s October meeting.

11. Finance

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

Annual Governance and Accountability Return (AGAR) 2020-2021, conclusion of Audit: external auditors Moore had not yet sent the end of Audit report. The Clerk would liaise with Councillors to schedule a date for a meeting to receive the report, before 30th September.

All

12. Date of the October 2021 meeting

This was confirmed as Tuesday 19th October, at 6 p.m.

13. Councillors’ reports and items for future agendas

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

It seemed the Village Fete (7th August) had been a success in terms of footfall and funds raised.

Agenda items for future meetings:

September/later: Pigeon Lock signage to village centre
Ongoing: Highways and traffic calming (Sub-committee reports)
Ongoing: Parish Council assets – monitoring and maintenance

The meeting closed at 8.00 p.m.

Signed D M RICHARDSON **Chairman**

Date 19 OCTOBER 2021