

**KIRTLINGTON PARISH COUNCIL**  
**Minutes of the Parish Council Meeting**  
**held in the Village Hall on Tuesday 18<sup>th</sup> January 2022 at 6p.m.**

Present: **Ms Trudy Brock**, Mrs K Buckingham-Fry, Ms Jean Conway, Mrs R Powles (Clerk), D Richardson (Chairman), Cllr Nigel Simpson (Oxfordshire County Council), **Dr B Enser, S Jenkins**

	Action
<p>1. <u>Apologies</u></p> <p>Parish Council: Ms Trudy Brock, Ms Jean Conway</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 7<sup>th</sup> December 2021</u></p> <p>The minutes of the meeting were approved.</p>	
<p>4. <u>District &amp; County Councillor Reports</u></p> <p>Cllr Richardson invited Cllr Simpson to report on County matters:</p> <p>Cllr Simpson confirmed that Covid-19 infection and hospitalisation numbers were declining. Oxfordshire was again leading in recycling, the number of electric vehicle charging points was increasing in the county, and construction vehicles working on County projects no longer used diesel. Meetings at County Hall now offered vegan food only to participants.</p> <p>Oxford United had submitted proposals to relocate from the Kassam Stadium to a new, purpose built site with community facilities at Kidlington, which the Club would hold on a 250 year lease. Cabinet had deferred its decision to allow 4 weeks of further public consultation. Kidlington councillors were mostly in favour because of the potential benefits to local schools and businesses, also sale of the land would save the Kidlington Council a quarter of its current Precept. Concerns included parking, traffic increase, and use of Green Belt land.</p> <p>The County was also commencing a county-wide review of HGV routes, potentially including weight limits, but the review process would take some time.</p> <p>The County was seeking to end the formal partnership arrangements with Cherwell District Council.</p>	
<p>5. <u>Covid-19 and continuing impact on public gatherings</u></p> <p><b><i>Government's Plan B from 8<sup>th</sup> December 2021:</i></b> <i>mask wearing compulsory in most public indoor venues other than hospitality; masks compulsory on public transport; people should work from home if they can.</i></p> <p>Noted: NALC and local government organisations continued to lobby Government to allow option to meet virtually; the Clerk had circulated details of a petition to allow option to meet virtually set up by The Association of Democratic Services Officers (ADSO) and Lawyers in Local Government (LLG) <i>via</i> "Change.org"; it was open to councillors to respond individually.</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>Public consultation (OCC) on Kirtlington proposed 20 mph and 40 ph limits, consultation ending 4<sup>th</sup> February 2022: Cllr Buckingham-Fry confirmed Cllr Conway had drafted bullet points to summarise the consultation, for publication in the Village News, and encouraged locals to respect the speed limits by way of example. Cllr Richardson thanked Cllr Enser for her comments on the Council's submission; Cllr Enser would work further on a draft, and it was noted individual submissions were also in order.</p>	BE

<p><i>Traffic Sub-Committee updates:</i></p> <p>With reference to previous mention of possible cherry tree planting along the Bletchington Road approach Dr Macbeth was liaising with landowners and already had agreement from some. As mentioned at the previous Council meeting Committee members had suggested remaining ringfenced traffic calming monies (£3,191.96 at 24<sup>th</sup> November 2021 ) might be spent on a build-out at the north end of the village, and a speed survey to be conducted before and after installation. Postponed until the above consultation was finished: further elaboration of options to enhance the north entry to the village, e.g. gates.</p> <p>Community Speedwatch: Cllr Richardson advised this was on hold at present and the Speed Indicator Device was now stored at the Village Hall.</p> <p>Roadside timber planters: it was hoped reflectors could be fixed in the near future.</p> <p>Cllr Buckingham-Fry had not yet heard from Amrik Manku (Growth Manager Cherwell and West at Oxfordshire County Council) as to why the A4095 yielded to the B430 crossing to Chesterton.</p> <p>Cllr Richardson referred to ad hoc solar powered speed cameras such as used in Summertown, North Oxford, and Cllr Simpson offered to make enquiries.</p> <p>Replacement of the Heyford Road flashing 30 mph sign with a sign showing 20 mph, approximate cost £4,000; the Parish Council had covered the purchase and installation cost of the current sign, in May 2006. Noted: purchase of a replacement might be considered by the Council at a future date.</p> <p><i>(ii) OCC Highways' verges maintenance, village footpath maintenance, village bridleways</i></p> <p>Other verge areas to be mown, such as the footpath between Hatch Way and the Pound, alternative contractors: discussion was deferred.</p>	
<p>7. <u>Parish Council Assets, including 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): Cllr Richardson thanked Cllr Enser for her inspection reports. Cllr Enser suggested two priorities: vehicle impact (degradation of public areas such as the Greens and footpaths) and means of communication with the parish as a whole. She suggested wooden bollards might help limit vehicle impact, as at South Green. With regard to traffic impact Councillors noted a suggestion of publication of “before and after” photographs in the next Village News. There was discussion of what form of communication might best reach the greatest number of parishioners, one option being the village website. The Clerk would contact Mr Charlesworth for recommendations on how the website could be managed so that content was more up to date, including time and cost implications.</p>	RP
<p>Replacement Parish notice board(s): the Clerk would liaise further with a parishioner who had offered to help with repairs.</p>	RP
<p>Pond wall repairs: the work had been completed on 14<sup>th</sup> January.</p>	
<p>Allotment, southern gate: Cllr Enser was liaising with the Allotment Committee about a possible replacement and suggested the Council consider contributing to the cost.</p>	BE
<p>Recommendation for replacement tree at North Green at site of felled Red Chestnut: Ms Marsh had forwarded costs and suggested a pot grown tree would be cheaper and easier to establish – see also (8) below.</p>	
<p>Gravel Pit field hedge maintenance: the Council noted its thanks to Mr Chris Budgett and his contractor for the hedge trimming work carried out on 9<sup>th</sup> December.</p>	
<p>8. <u>Village Hall, Sports Field and Play Areas</u></p>	
<p>Post Office offer of outreach service to follow Kirtlington Postmistress resignation effective February 2022: an outreach service would require a venue. The Village Hall Management Committee was keen to accommodate an outreach service at the Hall and so Mrs Hawkesworth would meet Mr Simmons of the Post Office at the Village Hall on 1<sup>st</sup> February. At present it might be possible for service to be provided for one hour a week; Mrs Hawkesworth hoped more time could be offered and would report.</p>	

<p>Community Shop: Cllr Richardson reported that Mrs Hawkesworth had submitted an article for publication in the forthcoming Village News and had made initial enquiries with Cherwell DC's Planning Department.</p>	
<p>New stone wall to be built at Cansum adjacent to the Car Park approach: work here had been further postponed and the Clerk would contact the stonemason, Zachary Coles.</p>	RP
<p>Sports field Play Area, Sports field mowing and outfield maintenance: <b>resolved:</b> to contact Mr Podbery for his annual quotation and to confirm his appointment for the 2022 season (the quotation to be reviewed by the Finance Subcommittee). Sports field surface: Cllr Jenkins noted this was of average quality and asked if the Council should consider steps to improve it, such as rolling and aerating. It was suggested no action was needed at present.</p>	RP
<p>Felling of gale-damaged Leylandii, Sports field adjacent to Cornbrash boundary: further to 21/03927/TCA Cherwell DC had granted permission for a 5-Day Notice and Jake Williams had completed the work on 23<sup>rd</sup> December.</p>	
<p>Recommendations for replacement planting for the Leylandii, also for dead Elm south of Play Area: Ms Marsh had forwarded costs and recommended pot grown trees, as cheaper and easier to be established. <b>Resolved:</b> the Council was happy to proceed, at a maximum total of £600 ex VAT for all three including the cost of any supports/stakes needed. The Clerk would liaise with Ms Marsh. The Council also supported Ms Marsh's suggestion of an Oak to replace the moribund Elm to the south of the Play Area.</p>	RP/ CM
<p>9. <u>Planning</u></p>	
<p>(i) Mid-Cherwell Neighbourhood Plan: nothing to report.</p>	
<p>(ii) Monthly planning application schedule; <i>updates as reported on planning applications in the parish</i></p>	
<p>21/04128/AGD Erection of a farm building for storage of hay, straw and farm machinery (follows 21/03594/AGN, New Barn Farm, erection of farm building, Prior Approval required): noted: Parish Council objection submitted 21<sup>st</sup> December 2021, target determination date 4<sup>th</sup> February 2022.</p> <p>Clerk's monthly planning application report, as circulated: no comments to report.</p>	
<p>(iii) <u>21/02214/F</u> – Cherwell Concrete Enslow Wharf Station Road Enslow, RETROSPECTIVE - Operational development for the installation and operation of conveyor, hoppers and tank storage plant for concrete distribution:</p>	
<p>Councillors discussed aspects of this planning application in Bletchington parish, and commented that it was not intrusive but permission for a retrospective application would set a bad precedent, and there was potential for adverse traffic impact via Kirtlington (the A4095). Cllr Conway and Ms Marsh would draft points for submission.</p>	JC/ CM
<p>10. <u>Correspondence</u></p>	
<p>Kite Festival (Kirtlington Park) 2022 and Lamb Ale Weekend, 10<sup>th</sup> to 12<sup>th</sup> June 2022: Kirtlington Morris had emailed to advise they had suggested to the promoters, U-Live, that they perform at the Festival.</p>	
<p>250 Bus service, recent timetable changes: the Council recorded thanks to Dr Macbeth for her correspondence with OCC and other Bus Reps and her <i>pro-tem</i> notes at the village bus stops, now replaced by the operator's notices.</p>	
<p>Village News query about a Welcome Pack: the Clerk had responded that responsibility for such was originally vested in a former member of the Council but this person had left in 2015.</p>	
<p>12. <u>Finance</u></p>	
<p>Monthly receipts &amp; payments: the Council <b>approved the proposed payments</b> (schedule as presented to the meeting and published on the Village Website).</p>	
<p>Precept and Draft Budget 2022-23:</p>	
<p><b>Resolved:</b> the Annual Precept request should remain the same as for 2021-2022, at £25,500.</p>	RP
<p><b>Resolved:</b> the Draft Budget for 2022-2023 (as circulated and as published on the Village Website) was approved.</p>	

Request on behalf of School for consideration of contribution to new flashing sign for school crossing: **resolved:** to consider this at the next meeting, as a potential project for to be funded by application for a County Councillor Priority Fund grant (application deadline 31<sup>st</sup> January 2023).

A request had been received for the Council to consider funding the running costs of the Christmas tree lights installed in recent years by Ms Eccles in the Oak on the west section of South Green. **Resolved:** the Council would not make retrospective payments in this regard but might consider a contribution if fully costed proposals were submitted in advance; Cllr Richardson would liaise with the correspondent.

TOE grants to Parish Councils or community groups for local projects that benefit wildlife and promote access to green spaces (next deadline 20<sup>th</sup> April): Cllr Richardson asked Councillors to consider if they were aware of possible projects, also the Clerk would mention in the next Village News.

13. Date of the next Parish Council meeting

This was set provisionally as Tuesday 8<sup>th</sup> March 2022, at 6 p.m.

14. Councillors' reports and items for future agendas

*Minor matters of information not elsewhere on the agenda (not for debate/decision):* None.

Invitation to Fairground company (e.g. Hebborn's) to attend Lamb Ale 10<sup>th</sup> to 12<sup>th</sup> June 2022: the Clerk would contact Cllr Brock, the Lamb Ale Committee and Kirtlington Morris for their views.

Mowing contracts for 2022: Sports field – as above; Greens – quotation to be requested ahead of next meeting.

*Agenda items for future meetings:*

Subject to confirmation, ongoing: Kite Festival Kirtlington Park: attendance by U-Live (promoters)

March: Invitation to Fairground company for Lamb Ale weekend

Mowing contracts (Greens and Sports field)

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

Ongoing: Parish Council assets – monitoring and maintenance

The meeting closed at 7.45 p.m.

**Signed**                    **D M RICHARDSON**

**Chairman**

**Date**                      **8 MARCH 2022**

All

RP

RP