KIRTLINGTON PARISH COUNCIL
Minutes of the Parish Council Meeting
held in the Village Hall on Tuesday 26th April 2022 at 6p.m.

Present: Ms Trudy Brock, Mrs K Buckingham-Fry, Ms J Conway, Dr B Enser, S Jenkins, Mrs R Powles (Clerk), D Richardson (Chairman)
Mr P Kurgo, Ms C Marsh
Cllr Barry Wood (Cherwell DC, 6.15 p.m. to 6.22 p.m.)
Mr J East, Mr D Moore (Manorwood Homes) – to 6.45 p.m.
Mr Tim Northey (Abbeymill Homes Ltd), Mr W Twiddy (Hextall Twiddy Ltd) - to 6.45 p.m.

	Action
1. Apologies Oxfordshire CC: Cllr Nigel Simpson 2. Declarations of pecuniary interests / other conflicts of interest Cllr Conway recorded an interest with regard to planning application 22/00581/NMA (Beverley Cott., 6 Kytes Place). 3. Approval of the Minutes of the meeting held on 8th March 2022 The Minutes were approved and signed. Cllr Richardson asked if any of the public attending had comments or questions at this stage. Mr East said a planning application would be submitted for a small residential development at Corner Farm; Mr Moore (Manorwood Homes) said he would contact the Parish Council in advance. The application might be submitted within the next month for a possible maximum of 10 units, comprising small properties such as bungalows. No District or County Councillor was yet present so Cllr Richardson addressed Item 5: 5. Kite Festival (Kirtlington Park) 2022 and Lamb Ale Weekend, 10th to 12th June 2022 Following the Council's meeting on 8th March the promoters U-Live had provided a Letter to Residents which had been circulated on the village social media platforms, published in the Village News, and posted on the Council's notice boards. U-Live had forwarded further details on 8th April on the arrangements for the management of the site and attendance by the public (*Clerk's note: U-Live intended this second report for the Council's information only, not for public circulation*). A parishioner had written to U-Live to request the 250 bus service be promoted on the Festival website; the website's "info/travel" tab now provided a link to the bus service timetable. Kirtlington Morris hoped to perform at the Festival but this was not yet confirmed. Lamb Ale 10th to 12th June: attendance by Hebborn's and the independent stallholders was confirmed, to include Monday 13th June. 4. District & County Councillor Reports *Cllr Wood joined the meeting at 6.15 p.m.* Cllr Richardson welcomed Cllr Wood and invited him to report on District matters. Cllr Wood noted firstly that the spring elections would see the retirement of several current Parish Councillors and he thanked them all for their public service. With regard to Cherwell District Council he said finance and future stability was the primary concern. This had led to increased car parking charges in Banbury and Kidlington. Separate food waste collection, which would be mandatory from 2024, was already being implemented. The changes were due to two factors: changes to the business rates retention scheme meant business rates retained by the Council were now subject to Government's assessment of what might be received, and the review of the Cherwell Local Plan. With regard to the latter there were no proposed changes to the fundamental concepts that development would be directed to the most sustainable places for housing growth, such as Bicester and Banbury, and the wish to oppose speculative development. Cllr Richardson invited questions but there were none; Cllr Richardson thanked Cllr Wood; Cllr Wood left the meeting.	

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6. Land at Jersey Cottages, proposal by Hexall Twiddy Ltd and Abbeymill Homes

Further to Hextall Twiddy presentation to Parish Council on 8th March 2022; discussion of the proposals as presented, pending the submission of a full planning application for development of this site and subject to further consideration of any published details at that time:

Cllr Richardson invited comments from those present. Cllr Conway suggested the proposed number of properties was too great and a development in this location would be too prominent. Mr Twiddy and Mr Northey advised that the 14 properties would provide five affordable homes and would be at a relatively low density (equating to 20 per hectare) for the site area (typically 30 to 50 units per hectare). Cllr Buckingham-Fry supported the need for affordable housing in the village. Cllr Richardson asked if a locality clause for the development would be achievable; Mr Twiddy said it would be if accepted by Cherwell District Council, such as a key worker clause. Cllr Buckingham-Fry asked for clarification of the status of the pre-app discussions and where control of the final built product lay; Mr Twiddy and Mr Northey advised the landowners would retain control of the reserved matters with particular focus on the build quality; Mr Twiddy offered to forward details for the Council's information but any such would be commercially sensitive and not for circulation. Cllr Buckingham-Fry asked if a pedestrian crossing would be included; Mr Northey advised it was not yet included but had been discussed. Mr Northey offered to arrange visits to other Abbeymill Homes sites to demonstrate the emphasis on quality of design. It was agreed that the Council would forward to Mr Twiddy comments compiled to date by the Planning Sub-Committee and Cllr Conway; Mr Twiddy offered to respond to those points and this information could then be reviewed by the new Parish Council membership from May; in the interim Mr Twiddy could forward other information if relevant. RMP (CM, PK, JC)

Mr East, Mr Moore, Mr Twiddy and Mr Northey left the meeting at 6.45 p.m.

Councillors discussed briefly aspects of Cherwell DC's planning policy, the longevity of locality clauses and the village need for affordable housing, and welcomed the landowner engagement.

7. Highways and road safety; footpaths

(i) Place-making and traffic calming further to OCC Highways trial commenced June 2019:

Noted: updates from OCC 20mph Steering Group: Cllr Conway reported there had been no Steering Group meeting since December but meetings were now scheduled for 4th and 25th May; she had no news yet on the start date of the Kirtlington 20 mph pilot scheme.

Noted: updates and recommendations of Roads and Traffic Sub-Committee: Cllr Buckingham-Fry was still waiting for a response from Ms Cox of OCC to the Sub-Committee's questions regarding the status of the A4095 and its relation to the B430, and the request for a re-classification of the B430. She reported that Dr Macbeth advocated application for funding for a footpath to Bletchington; Cllr Conway would liaise with another interested parishioner on this subject. The Sub-Committee had discussed further the possibility of a temporary build-out at the north end of the village. Cllr Conway reported that re-training of Community Speedwatch volunteers was needed and it might be possible for this to be done on-line.

Council member access to Zoom, facilitated to date by Cllr Buckingham-Fry: ***resolved***, as Cllr Buckingham-Fry would retire on 9th May following the elections the Council would subscribe to Zoom at "Pro" level, at £119 p/a. RMP

Noted, update: application to the County Councillor Priority Fund 2022-23 for the purchase of a programmable flashing School sign: Cllr Buckingham-Fry would liaise further with Mr Allison with regard to the supporting detail for the application. KBF

(ii) OCC Highways verges maintenance; village footpath maintenance; village bridleways:

Cllr Brock reported she had contacted The Landscape Group (employed last year for verge maintenance) and hoped to arrange early strimming of selected verge areas. She would be happy to continue to assist with some verge and footpath maintenance but could forward handover details if Cllr Enser wished to take on this role.

8. Parish Council Assets, including maintenance

Key maintenance tasks including arboriculture (*Sports Field and Play Area – see next Item*)

(i) Allotments: no updates to report.

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ii) Parish Council asset maintenance, further to reviews by Cllr Enser: Cllr Enser recommended the priorities remained as (a) prevention of incursions on/degradation of the village greens, the Pound, footpaths, bridleways, verges, also at the Quarry, by increased vehicle traffic and car parking – to be remedied by conservation/making good, mowing; (b) provision of a fully accessible and comprehensive source of up-to date local information. Cllr Richardson expressed regret that pressure of time meant that once again discussion of this item was limited.

(iii) Churchyard mowing: Cllr Jenkins would continue to mow sections of the Churchyard.

Toro maintenance costs: Cllr Jenkins noted these were now high and asked if the Council wished to invest in a replacement mower, which he estimated would cost between £2,500 and £3,000. He confirmed that Mr Draper and Mr Cherry continued to provide regular maintenance work on the Sports field outfield. ***Resolved:*** Cllr Jenkins would forward to Cllr Conway a résumé of the current maintenance work carried out by volunteers, and Cllr Conway would contact Mr Steve Brinkworth about a possible overhaul of the Toro mower. SJ, JC

Other: Kirtlington Tree Project (Community Orchard): Cllr Richardson reported that Mrs Hawkesworth was applying for grants for access improvements and had written to ask if the Parish Council could consider this a joint venture with Sustainable Kirtlington. Mr Charlie Brinkworth had quoted £7,579 including labour, materials, machinery; Mrs Hawkesworth would obtain further quotations as TOE needed 3 for projects over £1,000; this would fulfil the Council's requirement for at least two quotations for sums over £2,500.

9. Village Hall, Sports Field and Play Areas

KVHMC: Cllr Richardson reported that the Committee meeting had been held on the previous day but there were no updates to pass on to the Council.

To note, updates: Post Office offer of outreach service to follow the Kirtlington Postmistress resignation anticipated spring 2022; Village Hall Management Committee liaison with Post Office: Mr Graham Simmons of the Post Office had written to advise he was still waiting for confirmation of a closing date. The hours and days of an outreach service would depend on the availability of the Fritwell Post Office; Post Office Head Office provided guidelines on the goals of an outreach service; some of the criteria was based on customer usage, including how many customers could be served comfortably in a given time frame and minimising down time for the post master.

Community Shop: Cllr Enser had attended the public meeting in the Village Hall on 24th April and would circulate notes. BE

Councillor Richardson referred to the new stone wall at Cansum alongside the Car Park approach, where the construction process building had damaged the grass to either side and debris remained***: resolved:*** making good should be complete in time for the Village Fete (25th June) and the Clerk would write to the Revd A Richardson. RMP

Sports field Play Area, Sports field mowing and outfield maintenance: see Item 8 (iii).

Appointment of Sylva Consultancy (see Item 9, previous meeting) to carry out health and safety survey of Sports Field and Play Area trees: in order to obtain a quotation the trees to be included in the survey should be identified. Resolved: Council members would join the Clerk in this. The survey should include the Willow at the Pond where a large upper branch was partially split. RMP + Others

Cherwell PPS (Playing Pitch Strategy) - Parish/Town Council Survey (*deadline 18th April*) – online survey of playing pitch and outdoor sport facilities (management consultancy Knight, Kavanagh & Page (KKP) to carry out an assessment of playing pitch and outdoor sport facilities, in order to provide a Playing Pitch Strategy and Outdoor Sport Strategy for the District): Cllr Enser had attempted the survey but the questions required too great a level of detail.

Picket fence: Cllr Buckingham-Fry would investigate appropriate repair options. KBF

10. Planning

(i) Mid-Cherwell Neighbourhood Plan: Review by member parishes during 2022-23 of Neighbourhood Plan, to parallel the Cherwell Local Plan Review:

The Clerk had spoken to Chairman Martin Lipson to gain a perspective on the review process: Mr Lipson suggested that the NP Executive might organise seminars in early autumn 2022 for all councillors of member parishes on the current status and function of the NP; thereafter parishes might be requested to hold public meetings to elicit feedback on parish requirements/priorities, then the NP Executive could address the policy areas for review.

Ms Marsh (KPC rep on the MCNP Forum) observed that more Kirtlington reps were needed.

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MCNP Secretary's circulation to NP members ahead of the May 2022 Local Elections of material from the "Stop the Arc" campaign (the Oxford-Cambridge "Arc"): noted: it was not known to what extent the MCNP Executive formally supported this campaign, which was now lobbying for voters on 5th May to oust all District Councillors on the Arc Leaders Group.

(ii) Monthly planning application schedule; *updates as reported on planning applications in the parish:* no comments to report.

(iii) Oxfordshire Strategic Railfreight Interchange - first stage (non-statutory) public consultation, programmed to start on 9th May, will run for 8 weeks, until 4th July: OCC had advised two online webinars would be held in May; ***agreed*** – these should be publicised. RMP

11. Correspondence

OALC recommendation that Parish Councils write to John Howell MP to request his support for Parish Councils to have option to hold virtual Council meetings: ***Resolved:*** the Clerk would write to J Howell MP to that effect. RMP

Parishioner query about any Council plans for celebration of the Queen's Platinum Jubilee: the Clerk would contact the WI to ask if they might wish to assist. RMP

12. Finance

Monthly receipts & payments: the Council ***approved the proposed payments*** (schedule as presented to the meeting and published on the Village Website).

Additional payment approved: Homeworking allowance payment (for year 2022-2023) to the Clerk at £200.

13. Date of the Annual Parish Meeting; date of the next Parish Council meeting

Annual Parish Meeting: Thursday 5th May, at 6 p.m., in the Church.

Next Parish Council meeting: Monday 16th or Monday 23rd May.

14. Parish and District Council elections, Thursday 5th May; new Code of Conduct

(i) Statement of Persons Nominated for Kirtlington published by Cherwell District Council 6th April 2022: the election was therefore uncontested, and Mrs Kay Chacksfield, Cllr Conway, Cllr Enser and Dr Grimshaw would form the new Parish Council from 9th May 2022. Cllr Richardson congratulated the new members on their election.

Cllr Conway was standing as a candidate for the Cherwell District seat of Kidlington West, which would be subject to a poll on 5th May.

(ii) New Oxfordshire Code of Conduct (per update from OALC, 1st April 2022), noted: OALC advised the new code was going to all the district councils and the county council for their agreement with adoption in time for the elections in May; to date there was no further information.

15. Councillors' reports and items for future agendas

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

Noted: Covid-19 and continuing impact on Parish Council meetings and public gatherings – end of most restrictions from 24th February; no change in regulation at 26th April, but Covid infection levels were now at them mvv highest recorded.

Agenda items for future meetings:

Ongoing: Parish Council assets – maintenance recommendations; use of land
May / June: Kite Festival Kirtlington Park: updates and reports from U-Live (promoters)
Ongoing: Jersey Cottages site
April onwards: replacement tree planting, notice board repairs or replacement
Ongoing: Highways and traffic calming (Sub-committee reports)

The meeting closed at 8.00 p.m.

Signed **Chairman** **Date**

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