

# KIRTLINGTON PARISH COUNCIL

Wednesday 22<sup>nd</sup> March 2023

Dear Sir / Madam

## NOTICE OF PARISH COUNCIL MEETING

I hereby give notice that the next meeting of the Parish Council will be held  
**on Monday 27<sup>th</sup> March 2023 at 6.15 p.m. in the Village Hall (Hazel Room)**

*R M Powles, Clerk*

1	Apologies
2	Declarations of pecuniary interests / other conflicts of interest
3	Approval of the Minutes of the Parish Council Meeting held on 27 <sup>th</sup> February 2023 ( <i>circulated/posted on Village Website</i> )
4	District & County Councillor Reports / Members of the public  (a) Cherwell DC (if attending, 10 minutes' speaking time allowed) (b) Oxfordshire CC (if attending, 10 minutes' speaking time allowed) <i>Additional members of the public may be invited to speak at the Chair's discretion - 10 minutes' total speaking time allowed; individual time allowed 3 minutes; there may be no later opportunity to speak again.</i>
5	Kite Festival 2023, Friday 9 <sup>th</sup> – Sunday 11 <sup>th</sup> June  U-live (Festival promoters) representatives to attend
6	Highways (including road safety, place-making and traffic calming)  (a) OCC 20mph Steering Group: <b>JC</b> (b) KPC Traffic Subcommittee, update on traffic calming proposals for village: <b>JC</b> (c) OCC area weight restrictions engagement activity for local stakeholders, 10 <sup>th</sup> March – 10 <sup>th</sup> April 2023: <b>JC</b> (d) S106 monies for parishes around Heyford Park, update: <b>JC</b> (e) OCC Highways maintenance e.g. roads and pavement repairs, updates: <b>BE</b> (f) Roadside grass verges and environment: <b>BE</b> <b>TO CONSIDER:</b> Liquidambar styraciflua planted 14 <sup>th</sup> March by OCC in verge at North Green (OCC deems Highways verge)
7	Parish Council-owned assets and community assets  (a) Catalogue and Review of assets (ongoing): <b>BE</b> (b) Gravel Pit field: <b>TO CONSIDER:</b> Annual Grazing License to commence 1 <sup>st</sup> April 2023 : <b>BE/KC</b> (c) Orchard project: <b>BE</b> (d) Allotments – Hedges and Pond: <b>BE</b>
8	Maintenance (Parish Council and community assets): <b>priority actions</b>  (a) Village footpaths and bridleways, including Pound; broken gate on footpath from Hatchway to Pound; Quarry; Canal: <b>BE/KC</b> (b) Kirtlington Conservation Area and village centre – protection of public amenity and heritage: <b>To note</b> , the Kirtlington Conservation Area's status as a planning consideration.  (i) <b>TO CONSIDER:</b> protection of central village area from vehicle erosion of public grassed areas at North and South Greens, the Pound, Mill Lane verges; options for off-street parking (ii) <b>TO CONSIDER:</b> Request for creation of hardstanding parking area on South Green verge, at 2 The Green (iii) <b>TO CONSIDER:</b> protection of Kirtlington Conservation Area from ad hoc negative impacts: light pollution  (c) Replacement tree planting, tree health and safety survey, tree surgery: <b>RP</b> <b>To note:</b> Boward's remedial work to Parish Council-owned trees, on hold pending approval of further TCA for tagged trees

	(d ) Mowing contracts 2023: <b>RP</b> <b>To note:</b> Ady Podbery quotation £100.00 plus VAT per cut for Sports field mowing accepted <b>TO CONSIDER:</b> Ady Podbery quotations for Sports field Herbicide and Fertiliser treatment	
<b>9</b>	<b>Village Hall, Sports Field and Play Areas</b>	
	(a) KVHMC Committee meeting, Monday 20 <sup>th</sup> February: <b>JC</b> (b) Sports field outfield maintenance: <b>DG</b> (c) Play Areas: <b>DG</b> (d) Churchyard extension: <b>JC/RP</b>	
<b>10</b>	<b>Parish Services</b>	
	(a) 24 Bus service: <b>JC / BE</b> (b) Community Shop, further to Steering Group outline business plan and updated design proposals prior to planning application submission: <b>JC / BE</b>	
<b>11</b>	<b>Recent Parish Events, Correspondence</b>	
	Lamb Ale 2023: format, funfair provision <b>BE/RP</b>	
<b>12</b>	<b>Planning</b>	
	(a) Cherwell Local Plan 2040 Review, delay to 6-week public consultation; impact on local development: <b>JC</b> (b) Mid-Cherwell Neighbourhood Plan (MCNP) – concurrent review: <b>All</b> (c) Monthly Parish planning application report (d) WHP Telecoms Ltd, Pre Planning Consultation CWL18719 (5G Telecommunications Installation junction of Station Rd)	
<b>13</b>	<b>Parish Council priorities</b>	
	(a) Website and Facebook communications with village: <b>BE / KC</b> (b) Rural England Prosperity Fund; submission of interest (Digital Notice Board): <b>KC</b> ; (Village Hall Porch) <b>BE</b>	
<b>14</b>	<b>Finance</b>	
	(a) <b>TO CONSIDER</b> , Monthly receipts & payments (Clerk's report): <b>All</b> (b) <b>TO CONSIDER</b> , the Parish Council's Draft Budget 2023-24: <b>All</b> (c) <b>To note:</b> Annual review of effectiveness of system of internal control	
<b>15</b>	<b>Dates of the next Parish Council meeting(s )</b>	
	<i>Monday 24<sup>th</sup> April?</i>	
<b>16</b>	<b>Other matters for information not elsewhere on the agenda (not for debate/decision) and items for future agendas</b>	
	(a) Other matters (b) Items for future agendas Cherwell Local Plan 2040 Review MCNP policy review in conjunction with Cherwell Local Plan 2040 Review Ongoing: Parish Council assets – maintenance; replacement tree planting, tree surgery; Village website review	
<b>17</b>	<b>Critical dates</b>	
<b>18</b>	<b>Other dates</b>	
	<b>1<sup>st</sup> March – 31<sup>st</sup> May</b> Monday 3 <sup>rd</sup> April – Friday 14 <sup>th</sup> April April, date tbc Thursday 4 <sup>th</sup> May <b>Saturday 6<sup>th</sup> May</b> <b>Monday 8<sup>th</sup> May</b> 15 <sup>th</sup> May (assumed) May, date tbc Friday 2 <sup>nd</sup> – Monday 5 <sup>th</sup> June Friday 9 <sup>th</sup> – Sunday 11 <sup>th</sup> June June, date tbc 15 <sup>th</sup> July (assumed)	<b>Annual Parish Meeting window dates (Main Hall/Church)</b> Easter Holidays KPC Cherwell DC Local Elections: Fringford & Heyford ward <b>Coronation of HM King Charles III</b> <b>Bank Holiday in honour of Coronation</b> Village News deadline KPC Annual Council Meeting (key business of the year) Kirtlington Morris Festival, Lamb Ale weekend and Feast Kite Festival, Kirtlington Park KPC Village News deadline