

# KIRTLINGTON PARISH COUNCIL

Wednesday 19<sup>th</sup> April 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 Tuesday 25<sup>th</sup> April at 5 p.m. in the Church**

*R M Powles, Clerk*

1	<b>Apologies</b>
2	<b>Declarations of pecuniary interests / other conflicts of interest</b>
3	<b>Approval of the Minutes of the Parish Council Meeting held on 27<sup>th</sup> March 2023</b> ( <i>circulated/posted on Village Website</i> )
4	<b>District &amp; County Councillor Reports / Members of the public</b>  (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	<b>Highways (including road safety, place-making and traffic calming)</b>  (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>
6	<b>Parish Council-owned assets and community assets</b>  (a) Gravel Pit field: Annual Grazing License dated commencing 1 <sup>st</sup> April 2023 : <b>BE</b> (b) Orchard project: <b>BE</b> (c) Allotments: <b>BE</b> <b>TO CONSIDER:</b> Kirtlington Allotment Association request for support in principle of construction of Thames Water connection station and tap in Community Orchard, for supply to Allotment Association tenants. (d) The Pound (Registered Common) <b>TO CONSIDER:</b> future management as a wildflower area: <b>BE</b>
7	<b>Maintenance (Parish Council and community assets): priority actions</b>  (a) Village footpaths & bridleways, including Pound; broken gate on footpath Hatchway to Pound; Quarry; Canal: <b>BE/KC</b> (b) Kirtlington Conservation Area and village centre – protection of public amenity and heritage, the Kirtlington Conservation Area's status as a planning consideration. (i) 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; updates (ii) To note: Manor House gable scaffold, South Green: KPC request to avoid Lamb Ale and Fete weekends (c) Replacement tree planting, tree health and safety survey, tree surgery: <b>RP</b> <b>To note:</b> TPO (2) 2023 in force from 18 <sup>th</sup> April 2023 v/v all woodland belt Sports Field boundary with Molly Minns Lane <b>To note:</b> Boward's remedial work to Parish Council-owned trees, TPO application pending for works to 10 x tagged trees in woodland belt (d) Mowing contracts 2023: <b>RP</b> <b>To note:</b> Greenslade notice of price increase to £210 (incl VAT) per cut <b>To note:</b> Ady Podbery quotation for Outfield Fertiliser at £625 plus VAT accepted.
8	<b>Village Hall, Sports Field and Play Areas</b>

	<p>(a) KVHMC Committee meeting, Monday 20<sup>th</sup> March: <b>JC</b>  (b) Sports field outfield maintenance: <b>DG</b>  (c) Play Areas: <b>DG</b>  (d) Churchyard extension: <b>JC/RP</b></p>	
<b>9</b>	<b>Parish Services</b>	
	Community Shop, further to Steering Group outline business plan / updated design proposals prior to planning application submission: <b>JC / BE</b>	
<b>10</b>	<b>Recent Parish Events, Correspondence</b>	
	Lamb Ale 2023: format, funfair provision, promotion of historic village event <b>BE/RP</b> Kite Festival, 9 <sup>th</sup> – 11 <sup>th</sup> June, updates	
<b>11</b>	<b>Planning</b>	
	<p>(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, MCNP / KPC meeting 2<sup>nd</sup> May:  <b>TO CONSIDER:</b> key Agenda points  (c) Monthly Parish planning application report  (d) WHP Telecoms Ltd, Pre Planning Consultation CWL18719 (5G Telecommunications Installation junction of Station Rd),  <b>To note</b>, objection submitted 17<sup>th</sup> April 2023</p>	
<b>12</b>	<b>Parish Council priorities</b>	
	<p>(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></p>	
<b>13</b>	<b>Finance</b>	
	<p><b>TO CONSIDER</b>, Monthly receipts &amp; payments (Clerk's report): <b>All</b>  <b>To note:</b> provision and location of one or two dog bins (further to 2023-24 approved Budget)</p>	
<b>14</b>	<b>Dates of the next Parish Council meeting(s )</b>	
	<p>(i) Annual Council Meeting: <i>Monday 15<sup>th</sup> / Tuesday 16<sup>th</sup> May?</i>  KPC's appointment of reps and subcommittee members, <b>TO CONSIDER:</b> democratic process, reporting lines and accountability.  (ii) Annual Parish Meeting: <i>Monday 22<sup>nd</sup> / Tuesday 23<sup>rd</sup> May?</i></p>	
<b>15</b>	<b>Other matters for information not elsewhere on the agenda (not for debate/decision) and items for future agendas</b>	
	<p>(a) <b>Other matters</b>  <i>Coronation celebrations, Friday 5<sup>th</sup> – Monday 8<sup>th</sup> May</i>  (b) <b>Items for future agendas</b>  <i>June: Annual Governance and Accounting Statements (AGAR) 2022-23: approval</i>  <i>Ongoing: Cherwell Local Plan 2040 Review; MCNP policy review in conjunction with Cherwell Local Plan 2040 Review</i>  <i>Ongoing: Parish Council assets – maintenance; replacement tree planting; tree surgery; Village website review</i></p>	
<b>16</b>	<b>Critical dates</b>	
<b>7</b>	<b>Other dates</b>	
	<p><b>1<sup>st</sup> March – 31<sup>st</sup> May</b>  Thursday 4<sup>th</sup> May  <b>Saturday 6<sup>th</sup> May</b>  <b>Monday 8<sup>th</sup> May</b>  <i>15<sup>th</sup> May (assumed)</i>  May, date tbc  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  <i>15<sup>th</sup> July (assumed)</i>  July, date tbc</p>	<p><b>Annual Parish Meeting window dates (Main Hall/Church)</b>  Cherwell DC Local Elections: Fringford &amp; Heyford ward  <b>Coronation of HM King Charles III</b>  <b>Bank Holiday in honour of Coronation</b>  <i>Village News deadline</i>  KPC Annual Council Meeting (key business of the year)  Annual Parish Meeting – in Church  Kirtlington Morris Festival, Lamb Ale weekend and Feast  Kite Festival, Kirtlington Park  KPC  <i>Village News deadline</i>  KPC</p>