

## KIRTLINGTON PARISH COUNCIL

Wednesday 10<sup>th</sup> May 2023

Dear Sir / Madam

### NOTICE OF ANNUAL COUNCIL MEETING

I hereby give notice that the next meeting of the Parish Council will be held  
**on Monday 15<sup>th</sup> May 2023 at 6.30 p.m. in the Hazel Room (Village Hall)**

*R M Powles, Clerk*

1	<b>Election of Chair</b>
2	<b>Election of Deputy Chair</b>
3	<b>Apologies</b>
4	<b>Declarations of pecuniary interests / other conflicts of interest</b>
5	<b>Approval of the Minutes of the Parish Council Meeting held on 25<sup>th</sup> April 2023</b> <i>(circulated/posted on Village Website)</i>
6	<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)  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.
7	<b>Land at Corner Farm: Manorwood Consultancy Ltd</b>
	To note: update on status of <b>22/03049/OUT</b> , Provision of eight single-storey and two-storey detached and semi-detached dwellings with access, parking and amenity space
8	<b>Land at Jersey Cottages: Hextall Twiddy and Abbeymill Homes</b>
	To note: update on proposals presented to the Parish Council 8 <sup>th</sup> March 2022
9	<b>Parish Council Sub-Committees, appointment / confirmation of members</b>
	Finance Planning                      Ms Marsh, Paul Kurgo happy to continue Traffic Calming              Dr Macbeth, Ms Marsh and Ashley Prior happy to continue
10	<b>Parish Council Representatives and other roles, appointment / confirmation</b>

	<p>Footpaths, grass verges, environment MCNP Forum reps KVHMC (Village Hall Cttee) OCC Highways (roads / pavement repairs) Police Liaison Play Areas / Sports field Public Transport rep Village Facebook posts Website technical support Airport Liaison Fuel and Wicker Trust (the “Kirtlington Charities”)</p> <p>School Endowment Trust</p> <p>Internal audit (risk review, end of yr accounts) Management accounts</p>	<p><i>May / June 2022 to present</i></p> <p>Cllr Enser Dr Macbeth, Ms Marsh Cllr Conway Cllr Enser Cllr Enser Cllr Grimshaw Dr Macbeth Cllr Chacksfield Alex Charlesworth David Richardson Sam Eeley (the Parish Council’s nominated Trustee)</p> <p>Sam Eeley, Cllr Grimshaw (KPC’s appointed trustees) Steve Rice</p> <p>Christopher Powles</p>	<p><i>At 10<sup>th</sup> May 2023: happy to continue</i></p> <p>Dr Macbeth, Ms Marsh</p> <p>Dr Macbeth</p> <p>Alex Charlesworth</p> <p>Sam Eeley (the Parish Council’s nominated Trustee)</p> <p>Sam Eeley, Cllr Grimshaw: (KPC’s appointed trustees) Steve Rice</p> <p>Christopher Powles</p>
<b>11</b>	<b>Highways (including road safety, place-making and traffic calming)</b>		
	<p>(a) OCC 20mph Steering Group: <b>JC</b>  (b) KPC Traffic Subcommittee, update on traffic calming proposals for village: <b>JC</b>  (c) S106 monies for parishes around Heyford Park, update: <b>JC</b>  (d) Roadside grass verges and environment: <b>BE</b></p>		
<b>12</b>	<b>Parish Council-owned assets and community assets</b>		
	<p>(a) Orchard project: <b>BE</b>  (b) Allotments: <b>BE</b>  (c) The Pound (Registered Common)  <b>To note, updates ref:</b> future management as a wildflower area: <b>BE</b></p>		
<b>13</b>	<b>Maintenance (Parish Council and community assets): priority actions</b>		
	<p>(a) Kirtlington Conservation Area and village centre – protection of public amenity and heritage, the Kirtlington Conservation Area’s status as a planning consideration.  To note, updates: 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  (b) Replacement tree planting, tree health and safety survey, tree surgery: <b>RP</b>  To note: Boward’s remedial work to Parish Council-owned trees, 23/01192/TPO target decision date 16<sup>th</sup> June 2023  (c) Mowing contracts 2023: <b>RP</b></p>		
<b>14</b>	<b>Village Hall, Sports Field and Play Areas</b>		
	<p>(a) KVHMC Committee meeting, Monday 24<sup>th</sup> April: <b>JC</b>  (b) Sports field outfield maintenance; Scout Hut: <b>DG, BE</b>  (c) Play Areas (Roman Close): <b>DG</b>  (d) Churchyard extension: <b>JC/RP</b></p>		
<b>15</b>	<b>Parish Services</b>		
	Community Shop, further to Steering Group outline business plan and updated design proposals prior to planning application submission: <b>JC / BE</b>		
<b>16</b>	<b>Recent Parish Events, Correspondence</b>		
	<p>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  Celebrations to mark the Coronation of King Charles III and Queen Camilla, Friday 5<sup>th</sup> – Monday 8<sup>th</sup> May: to note, Cherwell DC Coronation Grant at £200</p>		

<b>17</b>	<b>Planning</b>	
	(a) Mid-Cherwell Neighbourhood Plan (MCNP), concurrent Policy review, further to Parish Council meeting of 2 <sup>nd</sup> May: <b>TO CONSIDER:</b> Engagement in Kirtlington Site Assessment for potential MCNP Site Allocation (b) Monthly Parish planning application report (c) To note: <b>23/00750/TEL56</b> Street Record Station Road Kirtlington; Proposed telecommunications installation: Proposed 15.0m Phase 9 slimline Monopole and associated ancillary works, <b>permission refused, 2<sup>nd</sup> May 2023</b>	
<b>18</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>19</b>	<b>Finance</b>	
	<b>TO CONSIDER,</b> Monthly receipts & payments (Clerk's report): <b>All</b> <b>To note, updates:</b> provision and location of one or two dog bins (further to 2023-24 approved Budget): <b>BE</b>	
<b>20</b>	<b>Dates of the Annual Parish Meeting and next Parish Council meeting(s)</b>	
	(i) Annual Parish meeting: Tuesday 23 <sup>rd</sup> May, 6 p.m. in the Church (ii) Parish Council meeting, Monday 26 <sup>th</sup> / Tuesday 27 <sup>th</sup> June?	
<b>21</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  <i>June: Annual Governance and Accounting Statements (AGAR) 2022-23: approval</i> <i>Cherwell Local Plan 2040 Review; delay to 6-week public consultation; impact on local development</i> <i>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>	
<b>22</b>	<b>Critical dates</b>	
<b>23</b>	<b>Other dates</b>	
	<i>Thursday 4<sup>th</sup> May</i> <b>Saturday 6<sup>th</sup> May</b> <b>Monday 8<sup>th</sup> May</b> Monday 15 <sup>th</sup> May  Monday 15 <sup>th</sup> May, 6.30 p.m. Hazel Room Tuesday 23 <sup>rd</sup> May, 6 p.m. Church  Friday 2 <sup>nd</sup> – Monday 5 <sup>th</sup> June Friday 9 <sup>th</sup> – Sunday 11 <sup>th</sup> June Wednesday 14 <sup>th</sup> June (evening), Bodicote House <i>Sunday 11<sup>th</sup> June – Friday 16<sup>th</sup> June</i> June date tbc: Monday 26 <sup>th</sup> / Tuesday 27 <sup>th</sup> 15 <sup>th</sup> July (assumed) July, date tbc	<i>Cherwell DC Local Elections: Fringford &amp; Heyford ward</i> <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) Annual Parish Meeting  Kirtlington Morris Festival, Lamb Ale weekend and Feast Kite Festival, Kirtlington Park CDC Parish Liaison meeting, pre-meeting surgeries & buffet <i>Cllr Conway away</i> KPC Village News deadline KPC