

# KIRTLINGTON PARISH COUNCIL

Wednesday 21<sup>st</sup> June 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 26<sup>th</sup> June 2023 at 6 p.m. in the Hazel Room (Village Hall)**

*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 2nd May 2023</b> <i>(circulated/posted on Village Website)</i>
4	<b>Approval of the Minutes of the Parish Council Meeting held on 15<sup>th</sup> May 2023</b> <i>(circulated/posted on Village Website)</i>
5	<b>District &amp; County Councillor Reports / Members of the public</b>
	<p>(a) Cherwell DC (if attending, 10 minutes' speaking time allowed)</p> <p>(b) Oxfordshire CC (if attending, 10 minutes' speaking time allowed)</p> <p>Additional members of the public may be invited to speak at the Chair's discretion - <i>10 minutes' total speaking time allowed; individual time allowed 3 minutes; there may be no later opportunity to speak again.</i></p>
6	<b>Highways (including road safety, place-making and traffic calming)</b>
	<p>(a) OCC 20mph Steering Group: <b>JC</b></p> <p>(b) KPC Traffic Subcommittee, update on traffic calming proposals for village: <b>JC</b></p> <p>(c) Roadside grass verges and environment: <b>BE</b></p> <p>(d) Tree at Highways verge adjacent to Jonquil (Heyford Road), to note: responsibility of OCC Highways</p>
7	<b>Parish Council-owned assets and community assets</b>
	<p>(a) Orchard project: <b>BE</b></p> <p>(b) Allotments: <b>BE</b></p>
8	<b>Maintenance (Parish Council and community assets): priority actions</b>
	<p>(a) Kirtlington Conservation Area and village centre <i>(protection of public amenity and heritage, protection of central village area from vehicle erosion of public grassed areas at North and South Greens);</i> To note: survey of South Green residents: <b>BE</b></p> <p>(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, applic. 23/01192/TPO target decision date 16<sup>th</sup> June 2023</p> <p>(c) Mowing contracts 2023: <b>RP</b></p>
9	<b>Village Hall, Sports Field and Play Areas</b>
	<p>(a) KVHMC Committee meetings, 22<sup>nd</sup> May and 19<sup>th</sup> June: <b>BE</b></p> <p>(b) Sports field outfield maintenance; Scout Hut: <b>DG</b></p> <p>(c) Play Areas (Roman Close): <b>DG</b></p> <p>(d) Churchyard extension: <b>JC/RP</b></p>

10	<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> (i) To note: Steering Group Revised draft business plan (13/06/2023) (ii) Farmers' Market, 20 <sup>th</sup> May by Village Hall	
11	<b>Recent Parish Events, Correspondence</b>	
	(i) Annual Parish Meeting, 23 <sup>rd</sup> May (ii) Lamb Ale 2023 2 <sup>nd</sup> – 5 <sup>th</sup> June: format, funfair provision, promotion of historic village event BE/RP To note: non-attendance by Hebborns' funfair and stallholders (iii) Kite Festival, 9 <sup>th</sup> – 11 <sup>th</sup> June, updates (iv) Village Fete, Saturday 24 <sup>th</sup> June	
12	<b>Planning</b>	
	(a) Mid-Cherwell Neighbourhood Plan (MCNP), concurrent Policy review, further to Parish Council meeting of 2 <sup>nd</sup> May, Engagement in Kirtlington Site Assessment for potential MCNP Site Allocation, updates: <b>KC, JC</b> (b) Land at Jersey Cottages: Hextall Twiddy and Abbeymill Homes, update on proposals presented to Parish Council 15 <sup>th</sup> May 2023 (supersedes proposals presented March 2022) (c) To note: Cherwell DC Executive Cttee, 3 <sup>rd</sup> July: Cherwell Local Plan Regulation 18 Consultation, To consider the draft review of the Cherwell Local Plan for consultation (subject to any change of date) (d) Monthly Parish planning application report	
13	<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; (Village Hall Porch) BE</b>	
14	<b>Finance</b>	
	(a) <b>Annual Governance and Accounting Statements (AGAR) 2022-23</b> (i) To receive and note: the Annual Internal Audit Report (ii) <b>To consider and approve</b> , Section 1, Annual Governance Statement (iii) <b>To consider and approve</b> , Section 2, Accounting Statements (iv) To note: the period for the exercise of public rights: 28 <sup>th</sup> June to 8 <sup>th</sup> August 2023 (b) <b>To consider</b> , Monthly receipts & payments (Clerk's report): <b>All</b> (c) <b>To note, updates:</b> provision and location of one or two dog bins (further to 2023-24 approved Budget): <b>BE</b>	
15	<b>Dates of the next Parish Council meeting(s)</b>	
	<b>July – Monday 24<sup>th</sup>, Hazel Room?</b> September (tbc)	
16	<b>Other matters for information not elsewhere on the agenda (not for debate/decision) and items for future agendas</b>	
	(a) Other matters: CDC Parish Liaison meeting Wednesday 14 <sup>th</sup> June (b) Items for future agendas  <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>	
17	<b>Critical dates</b>	
18	<b>Other dates</b>	
	Sunday 11 <sup>th</sup> June – Friday 16 <sup>th</sup> June 15 <sup>th</sup> July (assumed) July, date tbc 31 <sup>st</sup> July – 1 <sup>st</sup> September September, date tbc	Cllr Conway away Village News deadline KPC Clerk on unpaid leave KPC