

KIRTLINGTON PARISH COUNCIL
Minutes of the Parish Council Meeting
held in the Hazel Room (Village Hall) on Monday 23rd January 2023 at 6.15 p.m.

Present: Mrs K Chacksfield, Ms J Conway (Chair), Dr B Enser, D Grimshaw, Mrs R Powles (Clerk)

In attendance: Mr K Allison (Chairman, School Governors) and Mrs Joy Baker (Headteacher, Kirtlington School), to 6.55 p.m.; Mr Brian Cherry, Mr Jim Draper, Mr John East, Mr Dan Moore (Manorwood Consultancy Ltd); Cllr Nigel Simpson (Oxfordshire County Council)

	Action
<p>1. Apologies</p> <p>None.</p>	
<p>2. Declarations of pecuniary interests / other conflicts of interest</p> <p>None.</p>	
<p>3. Approval of the Minutes of the Parish Council Meeting held on 23rd January 2023</p> <p>The Minutes were approved and signed.</p>	
<p>4. District & County Councillor Reports / Members of the public</p> <p>Cllr Conway invited Mr Cherry and Mr Draper to speak.</p> <p>Mr Draper reported that the tractor's water pump and bearings had failed and were beyond repair but Turney's could supply the necessary spare parts from Japan at £621.44 incl VAT. The tractor use included chain harrowing and rolling the sports field surface. Resolved: to purchase the spare parts. Mr Draper referred to previous discussion by the Parish Council of the purchase of a new replacement for the tractor; Cllr Conway advised the Council would need to review costs before revisiting this matter. Mr Draper said the Toro ride-on mower was obsolete in as much as it was no longer possible to buy spare parts. He and Mr Cherry were willing to continue their work on sports field maintenance as far as they were able.</p> <p>Dog fouling on the Sports field: Mr Draper said this had become a problem again on the sports field and recommended that dogs were banned from the field because of the danger caused by uncollected dog faeces. Councillors raised the question of whether a ban would work. Resolved: to draft an article for the next Village News to hint at a ban if the signs to adhere to the footpath round the sports field were ignored.</p> <p>Scout Hut: Cllr Grimshaw reported that the field owners (the Nicholsons representing the Budgett family) proposed the hut be demolished following advice that the cost to bring it back to a useable state was disproportionate. Access would be needed to the site for demolition purposes. Councillors expressed concern about potential damage to the sports field if it was used for access. Mr Draper suggested the site was best accessed via the southern Park gate, rather than over the sports field. Resolved: Cllr Grimshaw would liaise further with Mr Nicholson and would meet Mr Draper to discuss site access.</p> <p>Grass seedlings at MUGA site: Mr Draper said the barrier fencing would be removed at a later date when conditions were better.</p> <p>Kirtlington School, presentation by Mr Allison and Mrs Baker: Mr Allison and Mrs Baker provided updates and said they hoped to build on the relationship with the Parish Council. Plans were under way for a merger with the Pre-School from September 2023, subject to final approval at County level, and the merger would necessitate a new structure and new teaching arrangements. Cllr Conway expressed support for the Council's involvement. Councillors hoped a larger number of schoolchildren might take part in this year's Lamb Ale. Mrs Baker agreed and Cllr Enser would liaise with Mrs Baker about how this might be done. Cllr Simpson would investigate progress on the installation of the flashing lights. Mr Allison referred to the School's centenary celebrations in September 2023 and asked if the Council would be able to support this in some way. Mrs Baker confirmed the School was happy to maintain the roadside timber planters; it was noted the supplies for the new planters would be paid for by the Traffic Sub-Committee. Mrs Baker was considering additional means of increasing the safety of children on their way to and</p>	<p>BE</p> <p>DG</p> <p>BE</p> <p>JC</p>

<p>from School, such as a “walking bus” from the car park. She and Mr Allison indicated they had no objection to the suggested location of a digital notice boards in the School grounds, and Councillors Chacksfield and Conway would forward updates. Mrs Baker and Mr Allison left the meeting at 6.55 p.m.</p> <p>Cllr Nigel Simpson, Oxfordshire County Council: Cllr Simpson confirmed that the £14,000 S106 monies for traffic calming purposes were still available for the parish but whether the sum might be very much larger seemed to depend on the delivery of housing at Heyford Park. Cllr Conway referred to her email of December 2022 to the County Council about the unfair distribution of these monies given the special needs of Kirtlington’s location on the A4095.</p> <p>Bus service: discussion was under way for the provision of a Number 24 bus service to replace the 250 and a provisional timetable had been proposed. Councillors recognized this replacement service was a significant achievement while noting also the timetable as proposed would offer more limited services for commuters and school children. Councillor Simpson would confirm the arrangements with Cllr Conway and Dr Macbeth (Parish public transport rep); resolved: an insert would be added to the Village News ahead of circulation at the end of the month.</p> <p>Troy Lane foul sewer inadequacy: Cllr Simpson reported that camera inspections showed roots and silt. Funds for improvements were limited but Cllr Simpson would pursue the matter.</p> <p>County Council finances: the draft budget for 2023-24 would propose a 4.99 % increase. The County’s housing was too expensive so there was a county-wide lack of key workers. Cabinet would meet the next day to discuss the lease of the land for the proposed football stadium at Kidlington. Housing provision in Kidlington would increase very significantly.</p> <p>Local traffic impact: Cllr Enser queried if there was progress on achieving a weight limit for Kirtlington and Cllr Conway referred to her correspondence with Cllr Duncan Enright on the topic. Cllr Simpson suggested a county-wide plan was needed for HGV’s.</p> <p>5. Highways (including road safety, place-making and traffic calming)</p> <p>a) OCC 20mph Steering Group, Parish Council Traffic Subcommittee: there had been no meetings.</p> <p>b) S106 monies for parishes around Heyford Park: see above.</p> <p>c) Flashing sign at School: see above.</p> <p>d) Community Speedwatch: Cllr Conway would investigate speed cameras.</p> <p>e) OCC Highways maintenance e.g. roads and pavement repairs: Cllr Enser said she might report some pavement defects to FixMyStreet.</p> <p>f) Footpaths, grass verges and environment: Verges: Cllr Enser said Oxford Edens had replied but were too costly for the Parish Council’s budget, so unless a local contractor could be found the Parish Council might have to revert to the verge trimming by OCC Highways. She would review the OCC maps of the verges in question and approach OCC again to ask whether more money might be allocated to Kirtlington.</p> <p>6. Parish Council-owned assets and community assets</p> <p>a) Catalogue and Review of all assets: discussion postponed until the next meeting.</p> <p>b) Gravel Pit field, grazing agreement: Councillors discussed further the tenant’s responsibility for aspects of husbandry and the cost implications for the Council. Resolved: an agreement should not leave the Council out of pocket; a further revision of the agreement would be circulated for Councillors’ approval.</p> <p>c) Orchard project: no updates reported.</p> <p>d) Allotments: Cllr Enser reported the Committee had reviewed plot cultivation and occupancy on 8th January.</p> <p>7. Maintenance (Parish Council and community assets): priority actions</p> <p>a) Village Footpaths and bridleways including Pound; broken gate on footpath from Hatchway to Pound: the Parish Council had written again to the landowners and offered to arrange for two replacement gateposts to be fitted if the landowners would agree to pay. However, there had again been no reply. Councillors agreed the cost should not fall to the Parish and would contact the County Council for advice.</p> <p>b) Replacement tree planting: no updates.</p> <p>Boward’s tree health and safety survey August 2022 and scheduled remedial work: Cherwell DC’s Tree Officer had refused permission for works to ten tagged trees at the Sports field boundary as he had been unable to identify satisfactorily the trees in question from the maps provided with application 22/03770/TCA; he would be able to speak to the Clerk from 30th January.</p>	<p>JC, KC</p> <p>HM</p> <p>JC</p> <p>RP BE</p> <p>All</p> <p>BE</p> <p>RP</p>
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<p>8. Village Hall, Sports Field and Play Areas</p> <p>a) KVMHC Committee meeting 16th January, noted: Alan Draper would be carrying out works to an internal room.</p> <p>b) Sports field & outfield maintenance: Resolved: the Clerk should obtain quotes for the new season's mowing from Ady Podbery, and from Mark Greenslade for the village greens.</p> <p>c) Sports field Play Area: Cllr Grimshaw would liaise with Playdale about the date for their inspection visit; Cllr Conway offered to attend also.</p> <p>d) Churchyard extension: noted, at the PCC's request a payment to the PCC's solicitors (Winckworth Sherwood LLP) of £2,160 including VAT had been made in respect of the freeholders' solicitor's fees for work on the transfer of title to the Akeman Benefice. This sum was roughly the balance of the grant originally held by the Parish Council for this project. The next steps in the process lay with the Diocese.</p>	<p>RP</p> <p>DG</p>
<p>9. Parish Services</p> <p>(a) 250 bus service: see above.</p> <p>(b) Community Shop: Councillors discussed potential access problems associated with the proposed site to the side of the Village Hall, including difficulty of access for large delivery vehicles via the South Green tracks and the existing erosion at the sides of the tracks; it was agreed the cost of ensuing repairs and upkeep should fall to the shop and not the Council. Also agreed: South Green residents should be consulted as to the impact of the likely additional passing traffic. Resolved: Cllr Conway would liaise further with Mrs Hawkesworth on the Council's concerns and would write to confirm the points.</p>	<p>JC</p>
<p>10. Recent Parish Events, Correspondence</p> <p>Lamb Ale 2023 weekend (2nd to 5th June 2023): Hatwells were not available. Resolved: the Council would approach Hebborn's.</p>	<p>RP</p>
<p>11. Planning</p> <p>(a) Cherwell Local Plan 2040 Review, 6-week public consultation: Cllr Conway had discussed this with MCNP Chairman Martin Lipson. The public consultation was on hold because of concerns raised by Cherwell DC's Scrutiny Committee, but in its current form the Review of the Plan stated 500 new homes were required of which 46 were assigned to Kirtlington. Cllr Conway recommended an early objection against this number and suggested the basis for calculating the numbers of new homes per parish seemed arbitrary.</p> <p>Mr East said there was a need for small homes for the elderly. Mr Moore said he and his clients were open to suggestions, such as a phased development; potentially the site could provide what the village might need in terms of facilities and amenities. Cllr Conway made reference to Mr Moore's acknowledgement at previous Parish Council meetings that if the land was sold to a developer the Parish Council would have no control over the number of dwellings or the style.</p> <p>Cllr Enser recommended that when the Local Plan criteria were known (these were not yet published) there should be a village meeting; there was general Council support for this.</p> <p>(b) Review of Mid-Cherwell Neighbourhood Plan (MCNP): No update to report.</p> <p>(c) Monthly Parish planning application report: with regard to the Botley West Solar Farm Phase One Community Consultation on initial proposals (public online consultation to 15th December) noted: the Parish Council had submitted an objection because of the scale and because of the loss of agricultural land.</p> <p>(d) 22/03719/OUT, Os Parcels 7977 8962 and 9553 North of Lince Lane Kirtlington Erection of 9 no new Live/ work Units, each with C3 Residential and integral B1 Office - on former Quarry land/more recently agricultural use site - all matters reserved except for access; noted: Parish Council had submitted an objection.</p>	
<p>12. Parish Council priorities</p> <p>(a) Website and Facebook communications with the village: Cllr Chacksfield hoped Alex Charlesworth could set up Parish Council Facebook page, in preference to Councillors using a personal one. Cllr Enser had spoken to Alex Charlesworth about the incorporation of the Village News calendar into the website; it seemed that Stephanie Hilborne was in favour. She would follow up with her with a view to incorporating the February/March calendar.</p> <p>(b) Rural England Prosperity Fund, submission of interest (digital notice board): no update to report. Cllr Chacksfield asked Cllr Simpson for his advice on grant funding for the large sum involved, which might be as much as £15,000 including installation; Cllr Simpson suggested seeking funding from more than one source.</p>	<p>KC</p> <p>BE</p> <p>KC</p>

Approval by Cherwell DC of a further two years of grants via County Councillor Priority Fund was awaited; S106 monies might be another source. Cllr Enser suggested that Cllr Simpson's advice be shared with KVHC in the light of their parallel submission of interest in the REPF for a new Village Hall porch.

13. Finance

- (a) Monthly receipts & payments: the Council ***approved the proposed payments*** (schedule as presented to the meeting and published on the Village Website).
- (b) Precept request 2023-24; ***noted***, a provisional sum of £27,665 had been submitted to Cherwell DC.
- (c) Proposed Precept Request sum for 2023-24 at £27,665: ***Resolved***: Councillors noted that this would align with OCC's proposed budget increase and approved this sum.
- (d) The Parish Council's Draft Budget 2023-24: ***Resolved***: to postpone discussion and approval to the next meeting. ***Resolved also***: that the Precept reserve sum be reduced to a half year's Precept.

14. Dates of the next Parish Council meetings

Monday 27th February, in the Hazel Room. March date to be confirmed.

15. Other matters of information not elsewhere on the agenda (not for debate/decision)

- (a) Other matters

Cllr Grimshaw would do a village leaflet drop in February ahead of the Village Quiz and suggested this could tie in with distribution of information on the Local Plan consultation if details were known in time.

- (b) Agenda items for future meetings:

February: Draft Budget 2023-24

February: Cherwell Local Plan 2040 Review

MCNP policy review

March: U-Live (festival promoters) to attend ref Kite Festival 2023

Ongoing: Parish Council assets – maintenance; replacement tree planting, tree surgery; Village website review

The meeting closed at 8.50 p.m.

Signed

Jean Conway

Chair

27/02/2023

Date