

KIRTLINGTON PARISH COUNCIL
Minutes of the Parish Council Meeting
held in the Hazel Room (Village Hall) on Tuesday 25th April at 5 p.m.

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

In attendance: Cllr Nigel Simpson (Oxfordshire County Council) to 6.05 p.m.
Mrs A Banks

	Action
<p>1. Apologies</p> <p>Cllrs Barry Wood and Patrick Clarke (Cherwell DC)</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 27th March 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 Cllr Simpson to report on County matters. The County Council's Overview & Scrutiny Committee was seeking a review of the spare seats school transport policies in view of recent perceived failures. A cross-party group was also working with officers on the adequacy of special educational needs provision. Central government had provided £3m for potholes, but some County Councillors were unhappy with the Council's expenditure on new tarmac at the Council office carpark. He considered the effect of the "bus gates" to be disastrous for Oxford's traders and members of the public wishing to access central Oxford.</p> <p>5. Highways (including road safety, place-making and traffic calming)</p> <p>(a) OCC 20mph Steering Group, VAS (vehicle activated sign): Cllr Conway reported she was continuing her liaison with OCC with regard to the recalibration of the current sign or the provision of a replacement, and how compliance with the village 20 mph speed limit could be improved.</p> <p>(b) Parish Council Traffic Subcommittee: members had walked round the village recently to review traffic calming options. Ms Marsh would provide the Subcommittee and Parish Council with drawings for a scheme using the promised £14,000 S106 monies to be submitted to OCC for costing, to be then presented to the Parish Council prior to communication with the village. Cllr Conway hoped the parish would be able to access the potential additional sum of £75,000 in due course.</p> <p>(c) OCC area weight restrictions engagement activity for local stakeholders, 10th March – 10th April 2023: Cllr Conway had responded via the online consultation but this had not allowed submission of the Powerpoint presentation sent previously to Cllr Enright. Cllr Simpson commented that OCC was investigating the HGV problems in Kirtlington and Bletchington.</p> <p>(d) S106 monies for parishes around Heyford Park, further to meeting of 23rd March: no updates.</p> <p>(e) OCC Highways maintenance e.g. roads and pavement repairs: Cllr Enser had written to OCC Highways with regard to the diversion route proposed for TTRO (T11656) at Chesterton, requesting signage to state that Akeman Street was unsuitable for HGV's.</p> <p>(f) Footpaths, grass verges and environment: no confirmation yet received from Greenscape Inspires (greens mowing contractor) that they had sufficient insurance cover to allow them to also mow highways verges. Greenscape's first greens cut of the season had not taken place until 4th April.</p> <p>Other: Councillors noted that some of the roadside planters looked neglected and unattractive; Cllr Conway advised she was continuing to liaise with volunteers on the upkeep of the existing planters and that she and Mr Prior would soon fill the new planters with soil and low-maintenance plants. Mr Prior and Cllr Conway would ensure the older planters were well planted.</p> <p>6. Parish Council-owned assets and community assets</p>	

<p>(a) Gravel Pit field, Annual Grazing License commencing 1st April 2023: Cllr Enser confirmed Mrs Price had signed the License and therefore this was now in effect.</p> <p>(b) Orchard project: no update.</p> <p>(c) Allotments: Cllr Enser outlined Kirtlington Allotment Association's request for support in principle of construction of a Thames Water connection station and tap in the Community Orchard, to provide a water supply to Allotment Association tenants. The supply would be charged at agricultural rate plus an ongoing charge. Councillors commented it might not be easy for tenants to work out a fair division of cost according to use but agreed to support the project in principle, whilst noting that the Community Orchard group would need to be content and the views of the Allotment Association's tenants would need to be sought on whether or not to pursue the proposal.</p> <p>(d) The Pound (Registered Common), future management as a wildflower area: Councillors discussed a parishioner suggestion that the Pound remain unmown, to form a new wildflower area. Resolved: the Council would postpone consideration of the suggestion and would review it later, as it would be better to first monitor progress of the existing agreed wildflower verge areas.</p>	<p>BE</p> <p>RP</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; Quarry; Canal: Gate on footpath Hatchway to Pound: Cllr Enser reported that as yet she had received no further information from OCC or the owners on what remedial action might be planned. Resolved: Cllr Enser would write again to request this.</p> <p>(b) Kirtlington Conservation Area and village centre – protection of public amenity and heritage; Kirtlington Conservation Area's status as a planning consideration: Cllr Conway suggested this matter might be best addressed in the context of the meeting scheduled to discuss the review of the Mid-Cherwell Neighbourhood Plan.</p> <p>(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: Cllr Conway recommended the Council review its choice of Grasscrete as a parking surface for the Parish Council-owned verge at 2 The Green.</p> <p>(ii) Manor House gable scaffold, South Green, Parish Council request to avoid the Lamb Ale and Village Fete weekends: no update on the proposed timing of the erection of the scaffold.</p> <p>(c) Replacement tree planting, tree health and safety survey, tree surgery:</p> <p>(i) Cherwell DC had advised that TPO (2) 2023 was in force from 18th April 2023 v/v all the woodland belt at the Sports Field boundary with Molly Minns Lane;</p> <p>(ii) Boward's remedial work to Parish Council-owned trees: Boward's tree inspector had inspected sycamores and oaks in the woodland belt on 18th April and had submitted a TPO on 21st April for works to 10 tagged trees.</p> <p>(d) Mowing contracts 2023:</p> <p>(i) Noted, ref Village Greens: Greenslade Inspires had advised a price increase to £210 (incl VAT) per cut with effect from the second cut (to follow the first cut on 4th April); Councillors considered the increase reasonable but next season Greenscape should be asked to adhere to the original stated quotation for the cost per cut.</p> <p>(ii) Noted, ref Ady Podbery's quotation for Outfield Fertiliser at £625 plus VAT: Councillors had accepted this.</p>	
<p>8. Village Hall, Sports Field and Play Areas</p> <p>(a) KVMHC Committee: no updates. Abandoned private vehicle in car park: the Clerk would write to the owner.</p> <p>(b) Sports field & outfield maintenance: Cllr Grimshaw noted the WI had had a timber bench installed on the Sports field. He had met Mr Draper the day before and reported the Toro mower was in very poor condition; he suggested he and Cllr Conway meet Mr Draper to discuss the Toro and other matters. Cllr Grimshaw thought the Parochial Church Council might soon raise the question of Churchyard mowing; to date the Toro had been used for this task.</p> <p>(c) Sports field Play Area: Cllr Grimshaw reported the repairs visit by the contractor working for Playdale had been successful. He advised more playbark would be needed this summer.</p> <p>(d) Churchyard extension: no updates.</p>	<p>RP</p>
<p><i>Cllr Simpson left the meeting at 6.05 p.m.</i></p> <p>Other: regrettably there had been dog fouling on the sports field. Cllr Enser would include the map of the dog walking route to the side of the sports field in the article to be resubmitted to the Village News.</p> <p>Football: Cllr Enser reported Chesterton Football Club had expressed interest in using the field and a meeting was planned with Revd Bob Wilkes; she suggested this should include Cllr Grimshaw.</p> <p>Lamb Ale cricket match: Mark Harrison had advised that the cricket match after the Lamb Ale Feast had been re-instated and would take place on the sports field 5th June this year.</p>	<p>BE</p>
<p>9. Parish Services</p> <p>Community Shop: Councillors referred again to reservations about the proposals but would await the result of the Steering Group's application and business plan that the Steering Group were preparing to send to the Plunkett</p>	

<p>Foundation. It was suggested that the Parish Council's planned survey of the views of South Green residents to seek opinion on the preservation of the fabric and appearance of the Green should include the impact of potential increased vehicle movements arising from traffic to the proposed shop.</p>	
<p>10. Recent Parish Events, Correspondence</p> <p>Lamb Ale 2023 weekend (2nd to 5th June 2023), format, funfair provision, promotion of historic village event: Cllr Enser had corresponded with the School and Nigel Holt, and had spoken to Mark Harrison about publicity. It seemed that there was no publicity which combined all aspects of the Lamb Ale weekend (such as the Barn Dance); she therefore offered to draft an outline of these for the Village News. The Clerk had telephoned the Stallholders to inform them of Hebborn's agreement to attend, and had replied to Mrs Hebborn's email of acceptance.</p> <p>2023 Kite Festival, Friday 9th to Sunday 11th June: Councillors had agreed the final version of the U-Live letter to Residents and the Clerk had written to U-Live to say the Council hoped future updates would give more information on the use of sustainable energy.</p> <p>Celebrations of the Coronation of King Charles III and Queen Camilla, Friday 5th – Monday 8th May: Tony Brett had offered to put the bunting up round South Green over the weekend of 29th / 30th April. Mr Brett also suggested the circulation of a flyer for a "bring your own picnic to South Green", for the afternoon of Saturday 6th May (after the Coronation Service). Resolved: Cllr Chacksfield to purchase Jubilee bunting and apply to Cherwell DC for a Coronation grant; Councillors also agreed to the flyer.</p>	<p>BE</p>
<p>11. Planning</p> <p>(a) Cherwell Local Plan 2040 Review, delay to 6-week public consultation; impact on local development: no updates.</p> <p>(b) Mid-Cherwell Neighbourhood Plan (MCNP), concurrent review, MCNP / KPC meeting 2nd May: the Notice of meeting would include an outline Agenda and the meeting should cover the background to the formation of the NP.</p> <p>(c) Monthly Parish planning application report: no Councillor comments on the applications listed.</p> <p>(d) WHP Telecoms Ltd, email notification 17th March of Pre Planning Consultation CWL18719 (5G Telecommunications Installation junction of Station Rd): objection submitted, 17th April 2023.</p>	<p>RP/ KC</p>
<p>12. Parish Council priorities</p> <p>Website and Facebook communications with the village: Cllr Chacksfield suggested publication of details of transport to the Kite Festival. Cllr Enser recommended that invitations to the Annual Parish Meeting (see Item 14) include a request for village societies to update their website pages. It was suggested that the question of a digital notice board be put on hold until it was known whether the Shop would be built. There was no information on the Council's submission of interest to the Rural England Prosperity Fund with regard to the digital notice board.</p>	
<p>13. Finance</p> <p>Monthly receipts & payments: the Council approved the proposed and anticipated payments (schedule as presented to the meeting and published on the Village Website).</p> <p>Provision of dog bins, further to the 2023-24 approved Budget: Cllrs Conway had visited the two possible sites which were near the southern and northern entrances to the Park; resolved: to purchase two small bins.</p>	
<p>14. Dates of the next Parish Council meetings</p> <p>The Parish Council's Annual Council meeting: Monday 15th May 2023, at 6.30 p.m..</p> <p>Annual Parish Meeting: Tuesday 23rd May 2023, at 6 p.m.</p>	<p>BE</p>
<p>15. Other matters of information not elsewhere on the agenda (not for debate/decision)</p> <p>(a) Other matters: Coronation celebrations: above, Item 10.</p> <p>(b) Agenda items for future meetings:</p> <p><i>June: Annual Governance and Accounting Statements (AGAR) 2022-23: approval</i></p> <p><i>Cherwell Local Plan 2040 Review; MCNP policy review in conjunction with Cherwell Local Plan 2040 Review</i></p> <p><i>Ongoing: Parish Council assets – maintenance; replacement tree planting, tree surgery; Village website review</i></p> <p>The meeting closed at 6.50 p.m.</p>	<p>RP</p>
<p>Signed <u>Jean Conway</u> Chair 15/05/2023 Date</p>	