

KIRTLINGTON PARISH COUNCIL
Minutes of the Parish Council Meeting
held in the Church of St Mary the Virgin on Monday 5th December 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 M Shackleton, Mrs C Hawkesworth and Mrs A Banks (to 7.20 p.m.), Ms Wendi Brock, Mr M Harrison, Mr John East, Mr Dan Moore (Manorwood Consultancy Ltd)

	Action
<p>1. Apologies</p> <p>Cllr Nigel Simpson (Oxfordshire CC). All present introduced themselves.</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 31st October 2022</p> <p>The Minutes were approved and signed.</p>	
<p>4. Approval of the Minutes of the Parish Council Meeting held on 7th November 2022</p> <p>Noted, with regard to the provision of brown (garden waste) bins, Item (5): these were paid for by Council Tax and so were not free. Noted, with regard to the Playdale inspection and repair visit, Item (9): no date had been set. The Minutes were approved and signed.</p>	
<p>5. District & County Councillor Reports / Members of the public</p> <p>There no reports from District or County Councillors.</p>	
<p>6. Highways (including road safety, place-making and traffic calming)</p> <p>a) OCC 20mph Steering Group and KPC Traffic Subcommittee:</p> <p>Cllr Conway reported OCC were aware that not all drivers were heeding the 20 mph limit through the village. Therefore white gates and small build outs were being considered as additional measures; Cllr Conway had suggested that Kirtlington be the site of a pilot test for such, including possibly the reduction of the limit shown on the VAS unit from 30 mph to 20 mph. Proposals were at an early stage and so it was not known if OCC would pay for the change to the VAS unit.</p> <p>Traffic Subcommittee: two new roadside planters had been constructed and a third would be built in the near future; Mr Prior and Cllr Conway would plant them. Noted: ownership and ongoing maintenance were still a consideration.</p> <p>b) S106 monies for parishes around Heyford Park: Cllr Conway had yet to hear from Mrs Cox of OCC.</p> <p>c) Flashing sign at School: this was not yet installed, Cllr Conway would contact the School for an update.</p> <p>d) Community Speedwatch: OCC wanted to make this more robust but it was not known if this would be acceptable to Thames Valley Police.</p> <p>e) OCC Highways maintenance e.g. roads and pavement repairs: Cllr Enser was now noting pavement conditions on her inspection tours.</p> <p>f) Footpaths, grass verges and environment: Greenscythe had advised Cllr Enser they had no capacity. She had yet to hear from Oxford Edens. She suggested the Parish Council might have to revert to verge trimming by OCC Highways.</p>	
<p>7. Parish Council-owned assets and community assets</p> <p>a) Catalogue and Review of all assets: the Clerk would forward the latest version of the Asset Maintenance Excel Schedule to Cllrs Chacksfield and Grimshaw, Cllr Enser's latest review comments to be forwarded also. Cllr</p>	RP

- Grimshaw offered to assist with the next stage of the review, south of South Green including the Sports field area but excluding Oxford Rd & Close.
- b) Gravel Pit field, grazing agreement: Councillors discussed which party should be responsible for grass topping, husbandry of the grazing area, and hedge trimming. **Resolved:** the tenant should be responsible for grass topping and good husbandry but hedge trimming would remain with the Council. Cllr Enser would circulate a revised draft.
 - c) Orchard project: Mrs Willcock (Orchard Cttee Chair) had forwarded a report on the project's community benefit. The Committee would host a Wassail in the Orchard on 21st January.
 - d) Allotments: no significant updates.

BE

8. Maintenance (Parish Council and community assets): priority actions

- a) Village Footpaths including Pound; broken gate on footpath from Hatchway to Pound: Jake Williams would provide a quote for the replacement of two posts and Cllr Enser would liaise with the landowners.
- b) Bridleways: no updates.
- c) Replacement tree planting, Boward's tree health and safety survey August 2022 and scheduled remedial work: Boward's had yet to respond as to whether any of the scheduled work was urgent for safety reasons. The purchase of Cherry trees for the west side of the Bletchington Road (Ms Marsh) was on hold until it was established there were no below ground utilities at those locations.

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Other: Jonquil Cottage, Heyford Road: noted, the Parish Council was not responsible for the tree in the Highways verge here.

Quarry: Cllr Enser had written to Tim Greene at Cherwell DC about the broken steps. Mr Greene had advised that OCC's maintenance team would carry out repairs.

9. Village Hall, Sports Field and Play Areas

- a) KVMHC Committee meeting 21st November: no updates reported.
- b) Sports field & outfield maintenance; MUGA surface removal: Cllr Grimshaw reported the mild and wet November meant the new grass seed had taken in the Sports field and at the former MUGA site. He had met Mr Draper recently, who reported there had been an attempt to break in to the equipment shed, so Mr Draper had replaced the padlock. It also seemed there had been intentional damage by unknown persons to the high tensile wire of the picket fence in one place. Mr Draper had also reported increased problems with dog walkers not keeping to the prescribed path around the edge of the sports field. Councillors discussed this route. **Resolved:** this route should be retained and Councillors would check whether new or additional signs were needed.
- c) Sports field Play Area, play bark top-up: Cllr Conway thanked Cllr Grimshaw and Mrs Grimshaw for their work in spreading the play bark. This work was nearly complete.
- d) Churchyard extension: Cllr Conway reported matters currently lay with the solicitor acting for the freeholders.

All

10. Parish Services

- a) 250 Bus service: Cllr Conway had recently met Cllr Gant at the OCC Vision Zero conference and had mentioned the matter and hoped it had helped him appreciate the problem. At present there was no further information from OCC on future service provision.
- b) Community Shop, Steering Group (SSG) outline business plan, prior to planning application submission: as requested by the SSG Council members would meet the Steering Group informally on 14th December to discuss the Council's comments in relation to the SSG's business plan. Cllr Conway would forward an agenda, and requested that any revisions to the figures set out in the business plan be provided in advance. **Resolved:** to share the room hire cost. **Also resolved:** members of the Village Hall Management Committee would also attend.

Mr East enquired whether the question of a community shop had any connection with the Parish Council meeting of 31st October to discuss the Manorwood Homes proposal for 8 new homes at the Corner Farm site. Cllr Conway advised the consideration of the planning application and the Community Shop proposal were separate matters. In relation to the question of whether Kirtlington would retain its Category A status and if so might be required to provide a large number of new homes, discussed at the meeting of 31st October, Mr East confirmed he and his advisors would not resile from the proposed small number of homes at this site.

Ms Brock requested clarification of the distinction between Category A and Category B settlements; Mr Moore and Cllr Conway explained this was based on a combination of the available amenities in a village and its population size.

11. Recent Parish Events, Correspondence

Lamb Ale 2023: Ms Brock (Lamb Ale Committee) had contacted the Showman's Guild for advice. It appeared that Hebborn's had not renewed their preservation of rights beyond the 2021 season and so the Parish Council would be entitled to invite another funfair operator. The Showman's Guild suggested Hatwells and Billy DanTERS as alternatives.

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(Mr Shackleton, Mrs Hawkesworth and Mrs Banks left the meeting at 7.20 p.m.)

Resolved: the Clerk would ask Hatwells if they were available for the Lamb Ale weekend (2nd to 5th June 2023).

12. Planning

- (a) 22/03049/OUT Manorwood Consultancy Ltd, Land West of Oxford Close and North of Corner Farm, Station Road, Kirtlington, Provision of eight single-storey and two-storey detached and semi-detached dwellings with access, parking and amenity space: the Parish Council's formal objection had been submitted.

Cllr Conway advised that Cllr Corkin (Cherwell DC) had requested the application be determined by the District Council's Planning Committee. Mr Moore regretted that information provided by him and his colleague Mr Collinge was not yet published on the Cherwell DC planning portal. Mr East suggested the Parish Council's description of the route of the historic Woodstock Way in its formal submission to Cherwell DC was incorrect, and referred to other map sources which indicated it was the same as the current A4095.

- (b) Land at Jersey Cottages –Hextall Twiddy and Abbeymill Homes proposals of 8th March: no updates on the submission of the application, anticipated for the New Year.
- (c) Botley West Solar Farm: Phase One Community Consultation on initial proposals (public online consultation to 15th December): Councillors debated whether to submit a formal response as the site lay outside the parish.
Resolved: to submit objections because of the scale and because of the loss of agricultural land.
- (d) Review of Mid-Cherwell Neighbourhood Plan (MCNP): noted: the MCNP Forum had established a review team.
- e) Monthly Parish planning application report: as presented, no Councillor comments.

13. Parish Council priorities

Website updates: Cllr Enser hoped to meet Alex Charlesworth.

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14. Finance

- (a) Monthly receipts & payments: the Council **approved the proposed payments** (schedule as presented to the meeting and published on the Village Website).
- (b) Rural England Prosperity Fund: Cllr Chacksfield had submitted an expression of interest with regard to a community digital notice board. Cllr Enser had forwarded details of the scheme to V Revd Wilkes as it might be of interest to the Village Hall Cttee.
- (c) Precept request 2023-24 and submission of provisional sum to Cherwell DC by 13th January 2023: Cllrs Conway and Chacksfield would meet to consider an increase from the current year's figure (£25,500). The Clerk advised Cherwell DC had as previously agreed to accept a provisional figure for their January deadline; the Parish Council should confirm the approved figure after its meeting on 23rd January.

JC,
KC

Other: Cllr Conway advised there was no grant funding for the Sports field tree surgery. Cllr Enser asked whether an increase in the Precept could be considered for such expensive undertakings.

15. Dates of the next Parish Council meetings

Noted previously: Monday 23rd January 2023, Monday 27th February, in the Hazel Room.

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

- (a) Other matters

Cllr Enser suggested the Village News Calendar would be a useful addition to the Village Website; Councillors agreed.

Cllr Chacksfield referred to the problem of ad hoc parking on the canal verge at Pigeon's Lock and would draft a letter for review, for the attention of the Canal and River Trust.

KC

Gratuities: Councillors agreed Christmas gifts to the Planning Subcommittee and non Council members of the Traffic Subcommittee were appropriate.

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(b) Agenda items for future meetings:

U-Live / Kite Festival 2023: the Clerk would inform U-Live of the January and February meeting dates.

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January: Draft Budget 2023-24

Land at Jersey Cottages, proposals by Hextall Twiddy Ltd and Abbeymill Homes

Land at Corner Farm, proposals by Manorwood Homes

Parish Council assets – maintenance; ongoing

From September: replacement tree planting, tree surgery

Village website review

The meeting closed at 8.30 p.m.

Signed

Jean Conway

Chair

Date 23/01/2023