

KIRTLINGTON PARISH COUNCIL
Minutes of the Parish Council Meeting
held in the Church of St Mary the Virgin on Monday 7th November 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 John East, Mr Dan Moore (Manorwood Consultancy Ltd, to 7.42 p.m.), Mr Les Faulkner (to 7.40 p.m.), Mr Jordan Higgins, Cllr Patrick Clarke (Cherwell DC), Cllr Nigel Simpson (Oxfordshire CC, to 7.30 p.m.)

	Action
<p>1. Apologies</p> <p>None. All present gave their names.</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 26th September 2022</p> <p>The Minutes were approved and signed.</p> <p>5. District & County Councillor Reports / Members of the public</p> <p>Cllr Conway addressed Mr Moore and Mr East to advise that consideration of Item 12 (a) (planning application 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), would be brought forward and addressed.</p> <p>Proposed: that the Council object to planning application 22/03049/OUT. Cllr Conway invited all Council members individually to vote. Resolved unanimously: objection. Councillors noted that the reasons for the objection were given at the Council's meeting of 31st October and would be set out in detail in the formal submission to Cherwell DC's Planning Department and would include inter alia the absence of benefit to the community, breach of the settlement boundary, highways safety and connectivity to the village centre.</p> <p>Cllr Conway invited Cllr Patrick Clarke to report on District Council matters.</p> <p>Cllr Clarke referred to the removal of the free brown (garden waste) bins, now available only on subscription. It was recognized that the free service would be missed by some. It was hoped the next consultation phase of the Cherwell Local Plan review would be by the year end but the abandonment of the Oxfordshire Plan 2050 had given rise to some delay. Budgetary discussions would take place early and restrictions on expenditure seemed inevitable and posed questions for 2023, for example in relation to cost of living initiatives and support for Ukrainian refugees.</p> <p>Cllr Conway asked for indications of plans for provision of housing in the District, the housing supply and whether Kirtlington would remain as a Category A village. Cllr Clarke advised this depended on the outcome of the Local Plan consultation. The Planning Department had been subject to pressure to consider "off plan" applications. It was important to get the housing supply right, but there were national pressures and some developers did not proceed to build after being granted permission. The Local Plan and the Planning Department all played a key role.</p> <p>Cllr Grimshaw asked for advice on coping with the contents of the Play Area bins as all kinds of rubbish were placed in these; Cllr Clarke suggested relatively small quantities of unsorted rubbish in the "wrong" Council-supplied bins were unlikely to be a problem. Cllr Enser asked if surplus CDC brown bins would be collected from the Allotments; Cllr Clarke would forward information on this. Councillors observed that the small grey food waste bins were subject to being blown around when they were empty.</p> <p>Cllr Conway invited Cllr Simpson to report on County Council matters.</p> <p>Cllr Simpson advised that a team from OCC Highways had used a camera to examine the sewer in Troy Lane and discovered obstruction by tree roots. Rainwater and foul sewage merged and caused flooding in one of the properties. The Highways team were investigating methods of alleviating the problem here. The County Council's budget was in</p>	

deficit and painful cuts were likely. He referred to the recent meeting with County Council officers to discuss the Heyford Park S106 funding to adjacent and affected parishes; those attending felt the meeting provided no progress or information of note. Cllr Conway had attended and had sent an email to Mrs Cox (Oxfordshire CC) and awaited a reply.

Cllr Simpson would forward a link on a proposal for a solar farm, Botley West, at a site of some 1,000 hectares at land near Blenheim, much of it owned by the Blenheim estate. As the proposal was on a very large scale it was anticipated this would bypass local government planning departments and be determined by a Secretary of State. Mr East confirmed the site area was huge and considered such a loss of productive farmland would be detrimental.

Cllr Simpson referred to updates from Mr Dave Harrison (OCC) which indicated possible progress with future bus service provision, at present not public; Cllrs Simpson and Conway agreed it might be beneficial to arrange a further meeting with interested parishioners.

Mr Faulkner left the meeting at 7.40 p.m.

Mr East asked Cllr Clarke for clarification on Council tax calculation on extensions to properties as property revaluation might be a source of additional income to the District Council. Cllr Clarke said the system was complex and depended in part on whether there was an alteration to the property banding.

Cllr Simpson would meet staff and the Chair of the School Governors at the School later in the week and confirmed the County Council Priority Fund grant for the flashing sign had been processed.

Mr East and Mr Moore left the meeting at 7.42 p.m.

Cllr Conway referred those present to Agenda Item 6:

6. Highways (including road safety, place-making and traffic calming)

- a) OCC 20mph Steering Group and KPC Traffic Subcommittee: Cllr Conway reported on a successful Oxfordshire 20's Plenty Conference. Traffic Subcommittee: the next meeting was scheduled for Friday; the timber sleepers for the new planters had been delivered; the planter by the School had been shunted but was back in position.
- b) S106 monies for parishes around Heyford Park: Cllr Conway advised the sums available were still uncertain and confirmed that the Traffic Subcommittee's proposals for use of the funds had been forwarded to the relevant County officers over a year ago.
- c) Flashing sign at School – as above, Item 5.
- d) Community Speedwatch: no updates reported.
- e) OCC Highways maintenance e.g. roads and pavement repairs: no updates reported.
- f) Footpaths, grass verges and environment: Cllr Enser was awaiting a reply from Greenscythe, the contractors at Bletchington and Tackley, and had contacted all the contractors in other nearby villages. She referred to the recent KWACS meeting at which Dr Phil Sterling had presented the financial and cost advantages of the cut and collect method. This method entailed initial outlay on mowers which collected the arisings but reduced mowing costs significantly within a few years. Cllr Enser recommended support for this method.

7. Parish Council-owned assets and community assets

- a) Catalogue and Review of all assets: work was ongoing.
- b) Gravel Pit field: Cllr Enser had liaised with Mrs Pryce and advised her that the Council was considering a formal grazing agreement. Councillors considered the draft Agreement and suggested some amendments; **resolved:** the period for renewal should be less than a year; the rent should be peppercorn. Councillors noted a tenant should be required to mow or top the grass and cut hedges. Cllr Chacksfield would amend the draft and return it for further consideration.
- (c) Orchard project, application for grants for access improvements: no updates.
- (d) Allotments: no updates

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

- a) Village Footpaths including Pound; broken gate on footpath from Hatchway to Pound: Cllr Enser had not yet heard from the landowner. She recommended the gate was not left open, as this would encourage ad hoc parking and impede lawful access by the owner of The Closes to his land via the side access from the footpath. Cllr Enser suggested a replacement post was needed; the Clerk would forward Jake Williams' contact details for a quote. Bridleways, Crowcastle Lane tarmac: some patch repairs had been carried out since the laying of the tarmac in

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<p>early September. Councillors regretted the appearance of the tarmacked area which resembled a made-up road and as such would encourage increased vehicle use.</p> <p>b) Notice board repairs: resolved: the Clerk would try to obtain copies of the keys. Councillors were content for Mr Sissons to have access to the notice boards to display notices on behalf of Kirtlington Good Neighbour Scheme such as funeral announcements.</p> <p>c) Toro mower repairs: no updates.</p> <p>d) Replacement tree planting, Boward's tree health and safety survey August 2022 and scheduled remedial work: Boward's advised the two hollow Sycamores in the belt of trees alongside Molly Minns lane should be felled and grinding out of stumps was £50 per stump. Resolved: to confirm the booking on this basis; noted also that while the scheduled work had not highlighted any item as an urgent safety issue the Clerk would ask Boward's to advise if any of the work was in fact urgent for safety reasons.</p>	<p>RMP</p> <p>RMP</p>
<p>9. Village Hall, Sports Field and Play Areas</p>	<p>RMP</p> <p>RMP</p> <p>DG</p>
<p>a) KVMHC Committee meeting 17th October: no updates reported. Cllrs Grimshaw and Chacksfield asked to be included in future circulation of Committee meeting minutes.</p> <p>b) Sports field & outfield maintenance; MUGA surface removal: Cllr Grimshaw confirmed the Mr Alan Draper had excavated and removed the MUGA surface and reseeded it; the area was cordoned off to protect the new grass growth. Mr Draper's invoice included additional costs at £65 for the removal of the dead Elm by the Play Area and the Chestnut tree stump near the Tractor Shed and £30 for barrier fencing at the MUGA.</p> <p>c) Sports field re-seeding: Ady Podbery had done this work and the cost was included in his next invoice.</p> <p>d) Sports field Play Area, play bark top-up: Banbury Turf order for 16 bags confirmed since the previous meeting. Cllr Grimshaw and Mrs Grimshaw had spread out the first delivery to the areas highlighted by the Rospa Playsafety inspection, thus this safety issue had been addressed; the remainder would be delivered after the village fireworks display. Cllr Grimshaw had booked Playdale for a site visit (Climbing Frame etc). With regard to the Roman Close Play Area surface (slight lifting at the edges of the soft pour surface) Mr Alan Draper had no recommendations so Cllr Grimshaw would raise the matter with Playdale for comment.</p>	<p>DG</p>
<p>Cllr Grimshaw referred to the purchase (first reported at the September Council meeting) by the Fete Committee of the trailer for general use by Mr J Draper and Mr Cherry but which the Fete Committee considered Parish Council property, and recommended the Council make a donation to the Fete Committee. Resolved: to donate £100 to the Fete Committee; Cllr Grimshaw hoped a similar sum could be donated from the Village Quiz. If this was not possible it was also resolved that the Parish Council would donate a further £100.</p>	
<p>e) Councillors discussed ad hoc expenditure on items such as fuel and spare parts and agreed all parties should aim to keep clear records. The matter of the Turney's invoice for fuels purchased in August at £55.15 had not been resolved; Cllr Conway would phone Turney's.</p> <p>f) Churchyard extension: the excavation required by Oxfordshire CC's archaeology department had been completed by 12th October.</p>	<p>JC</p>
<p>10. Parish Services</p>	<p>JC</p> <p>BE, All</p>
<p>a) 250 Bus service: further to the meeting on 4th October attended by Cllr Nigel Simpson, Mr Dave Harrison from OCC, and village supporters of the bus service: Cllr Conway was hopeful of progress.</p> <p>b) Community Shop, Steering Group outline business plan, prior to planning application submission: further to the Council's response stating it could not support the application at present because of several concerns including the basis of projected income the Steering Group had replied to advise it would meet on 8th November and then contact the Council again.</p> <p>c) Village News profile of the Parish Council: Cllr Enser would co-ordinate the drafting of a two-page article to include all four Council members.</p>	<p>BE, All</p>
<p>Communication with parishioners: Cllr Chacksfield had forwarded details and approximate costs (£10,000) for an outdoor digital notice board. A smaller product displayed from indoors would be significantly cheaper. Councillors agreed the outdoor model had many benefits, although like the village website it would require regular updating to be relevant. All agreed a site close to the School would be best and Cllr Conway would make enquiries.</p>	<p>JC</p>
<p>Grants for capital or maintenance projects: Cllr Conway had not yet found grants which would help with the cost of the Boward's tree surgery; grant funding was easier to obtain for capital projects.</p>	
<p>11. Recent Parish Events, Correspondence</p>	
<p>Lamb Ale 2023: members of the Lamb Ale committee had requested this be discussed at the next meeting; the Clerk would confirm the date so that they could attend.</p>	

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: see above (Item 5). The Case Officer had confirmed additional time to 16th November for the submission of comments.
- (b) Land at Jersey Cottages –Hextall Twiddy and Abbeymill Homes proposals of 8th March, noted: Mr Twiddy had advised on 28th October that the application might be submitted in the New Year.
- c) Review of Mid-Cherwell Neighbourhood Plan (MCNP): the minutes of the meeting on 11th October had been forwarded, the Chairman had re-circulated the Cherwell DC Parish Profiles first published in September 2021. The MCNP interim Treasurer had issued a precept request to member parishes, at £618 for Kirtlington. **Resolved:** to approve the payment. The interim Treasurer had advised it would be prudent to budget for a similar sum for 2023-24.
- d) Monthly Parish planning application report: no additional comments.

13. Parish Council priorities

Covered elsewhere.

14. Finance

Monthly receipts & payments: the Council **approved the proposed payments** (schedule as presented to the meeting and published on the Village Website).

Also approved: two payments to Ady Podbery: one cut of Sports field in October and labour to oversee the Sports field at £423.6 incl VAT; supply of 10 x 20 kg bags grass seed at £780 (free of VAT).

Cllrs Conway and Chacksfield had carried out an initial review of the Council's income and expenditure, to factor in the outlay needed on the tree surgery, and the removal of the MUGA tarmac and reinstatement of a grass surface there. It was assumed a Precept increase would be capped at 5 %. A possible further large outlay was a replacement for the Toro ride-on mower. Cllr Conway advised she had concluded this expenditure was acceptable in terms of the Council's current reserves; Councillors agreed the expenditure should be considered as investment.

15. Dates of the next Parish Council meetings

Monday 5th December 2022, 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) Cllr Enser referred to Mrs Bryson's help in identifying a degraded and dangerous section of steps at the Quarry; Cllr Enser would forward the information to Cherwell DC as the body responsible for repair and safety at the Quarry.
Councillors noted renewed parishioner concern about dog fouling in Crowcastle Lane.

- (b) Agenda items for future meetings:

December: Lamb Ale 2023

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

U-Live / Kite Festival 2022 feedback

The formal business of the meeting closed at 8.35 p.m.

Signed

Jean Conway

Chair

Date 05/12/2022

BE