

KIRTLINGTON PARISH COUNCIL
Minutes of the Parish Council Meeting
held in the Village Church on Monday 23rd October 2023 at 6.30 p.m.

Present: Ms J Conway (Chair), Dr B Enser, D Grimshaw, Mrs K Chacksfield, S Jenkins (minute taker)

In attendance: Jean Leeming, Jim Draper, Ann Mowat, Jake Collinge, John East, Caroline Dickens, Mr Dickens, Adrienne Banks, Christine Marsh, Paula Harvey, David Harvey, Mike Shakleton, Celia Hawkesworth, Helen MacBeth

	Action
<p>1. Apologies</p> <p>J Harwell, S Holland</p>	
<p>2. Declarations of pecuniary interests / other conflicts of interest</p> <p>Cllr Grimshaw would not be commenting on the golf club planning application (23/02010/F) due to his membership of the club / member of club committee. Cllr Chacksfield also declared that she resides near the golf club, but is not a member of it, and access to her residential address is via Mill Lane, she would therefore not comment on either supporting or objecting to the application.</p>	
<p>3. Approval of minutes of the Parish Council Meeting held on 21st September 2023</p> <p>The minutes were approved</p>	
<p>4. District & County Councillor Reports / Members of the public in attendance</p> <p>District & County – not in attendance at the meeting</p>	
<p>5. Parish Council Vacancy: Consideration of co-option of member</p> <p>To consider: Cllr Simon Holland co-option. Cllr Holland unable to attend the meeting. Cllr Enser would have liked to question Cllr Holland before co-option.</p> <p>A member of the public raised a question in relation to the co-opting of new members to the Parish Council and wanted to know how this had been advertised to the village. Had it (should it have if not) been advertised across all media? Cllr Conway replied that it had been in the Village News and reiterated that anybody from the village who was interested in joining the Parish Council was very welcome to approach any member of the Parish Council. Cllr Conway would discuss the question with Ruth Powles and update at the next meeting. Cllr Chacksfield also commented that the council should look into what the right procedure was.</p> <p>Agenda item remains unresolved.</p>	All
<p>6. Highways (including road safety, place-making and traffic calming)</p> <p>a & b) Cllr Conway reported that she had met with David Catling to discuss current status plus the stop lines on Church Lane. The larger 20 mph repeater signs would be put in place on 24 November and that there has been further discussions about the Vehicle Activated sign. The OCC steering group was due to meet on Wednesday 25 October.</p> <p>c) Cllr Enser reported that no further update on highway verges since last month</p>	JC
<p>7. Parish Council-owned asset and community assets</p> <p>Allotments & Orchard – Cllr Enser updated on possible work on hedges. Work to lay hedges would potentially be very expensive (~£10 / meter) It would need grant funding and the hedges would need to be left un-cut for a whole year before anything could be done.</p>	BE

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

- a) Kirtlington Conservation Area and village centre (protection of public amenity and heritage, protection of central village area from vehicle erosion of public grassed areas at North and South Greens)

In addition to what was recorded in the minutes from last month's meeting, Cllr Conway & Cllr Grimshaw reported that survey of South Green showed that French drains around the green remained in good order. Finance / budget constraints mean options for dealing with condition or tarmac are limited. Erosion of grass areas could be re-seeded but not this late in the year.

All

- i) Thanks to D Pratt for applying white paint markers on the speed humps
- ii) Bowards Tree Surgery – Cllr Grimshaw reported that work had now been done. Work came out £150 more than quote from August last year, OK. Work still remains to be done however, Leylandii branches remain under hedge by village hall carpark. Lifting of 2 x Lime trees remains to be done. More work required on an Oak (honey fungus) and Sycamore (deadwood). Quotes for additional jobs have not yet been accepted. Cost of repairing fence by Molly Mins Lane will be ~£400 for materials alone. A member of the public reported that much deadwood remains in the Sports Field trees that were worked on and could be a potential hazard. Cllr Conway to look at the trees. Needs to be highlighted to Bowards when they come back. A member of the public questioned need for broken fence to be reinstated. General consensus was that the fence was required to control access to the Sports Field for events such as Fete and Fireworks and to deter Motorcyclists. RESOLVED
- iii) Mowing Contracts – 2 more cuts required for the remainder of this year which need to be paid for.

JC

DG

9. Village Hall, Sports Field & Play Areas

- a) Village Hall – no updates to report, minutes from last meeting not yet circulated.
- b) Sports Field – Cllr Grimshaw reported that regular football matches had started up again. Payment for use of the Sports Field should now be coming to KPC? Cllr Grimshaw to speak to Bob Wilkes about future payments. Cllr Conway has not seen confirmation of receipt of funds yet, will double check. Goal posts have been padlocked together to stop children interfering with them. Dog fouling is becoming more of an issue again. Cllr Grimshaw spoken to a dog warden who informed that there was not a law prohibiting dogs from sports fields. There are laws around dog behaviour etc. Prolific offenders to dog fouling can be reported but not easy to police. Potential to erect more dog fouling signs and where? Would the school be interested in getting the kids to design signs like they did for the 20mph signs? Dog fouling. A serial offender was identified who, at least, continued to exercise his dog on the sportsfield, and it was suggested that a letter would be drafted and checked before sending.
- c) Play areas – Council priority fund applied to for funds to help with main play area equipment. Roman Close play area fence - Jake Williams quoted £840 to repair, not yet approved. Main play area – Tree work now done, much clearer. Playdale warranty still live, some equipment has signs of rot, needs to be monitored and addressed before warranty expires. Play bark - the plan is to have delivery of approximately 6 bags after village fireworks (they will need to be deposited in the main car park as the sportsfield is too soft to receive the vehicle). Banbury Turf are still awaiting delivery of what we have used previously, but due this week. What they had available in the summer was too dark/not appropriate for what we are after. The plan would then be to have a larger delivery again next summer when the ground is receptive to a delivery truck.

DG/
JC

JC

DG

Sports Field key replaced – Thanks to Ann Mowat for offering to hold spare key in addition to Brian Cherry and Jim Draper.

10. Parish Services

- a) Community Shop Update – Cllr Conay asked Cllr Enser to comment on this and the planning application as she had previously suggested this should be discussed at KPC. Cllr Enser reported that community shop committee had supplied information to KPC, meeting had been requested but no date set yet. Planning application has now been submitted (23/02523/F) and KPC comments are due by 30th October so meeting must take place before. RESOLVED. Cllr Enser to agree on date with shop committee and KPC for the meeting.

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| <p>i) Cllr Enser: Lamb Ale 2024 – Discussions happening with Showman’s Guild on what can be offered at next year’s Lamb Ale. Meeting scheduled later in the week, will be able to update further at next meeting.</p> <p>ii) Kite Festival – KPC is to engage with event organisers and feed back on how this year’s event went, issues need to be raised around traffic management and noise and also whether the organisers could make financial contribution towards the village?</p> | <p>BE</p> <p>JH/
All</p> |
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12.

Full list of all current applications can be found on village website. Applications discussed in detail:

Golf Course application (23/02010/F) – John East questioned where the water for the irrigation pond will be coming from? Could this be questioned in the KPC comments to Cherwell? Additionally, will construction traffic be accessing the golf course from Mill Lane? If so, any damage caused by construction traffic should be rectified when work is completed.

Kirtlington Stud application (23/02677/F, 78/F, 79/F, 80/F, 81/F) – Cllr Conway commented that lifting restrictions on use of buildings could mean they are then sold on the open market, reservations about increase in traffic in and out of site and possibly on bridleway. Planning subcommittee asked if conditions could be imposed on future permitted development rights.

Cherwell Local Plan 2040 Review – plan has now been published and we are now in the consultation phase. Plan has been published without housing numbers for individual villages. Posters regarding the Local Plan are available to view on the village noticeboards and CDC's website and also on Facebook.

Mid-Cherwell Neighbourhood Plan

The Mid-Cherwell Neighbourhood Plan will adopt the principles of the Local Plan. Cllr Conway informed that she has received a number of letters / emails expressing dissatisfaction about how the process has taken place. People feel that they have not been well informed about the process and a general feeling that the process has not been transparent. Cllr Conway has spoken to Steeple Aston Parish Council and there was agreement that the timing is very tight. Martin Lipson has listened to the feedback from Cllr Conway and chair of Steeple Aston and delayed the deadline so no decision is required this evening and Steeple Aston PC are reassessing all their sites as they were accused of bias. Cllr Conway made the point that after constant requests, she had been kept out of the process despite her experience in planning. Cllr Chacksfield explained that Cllr Conway had a conflict of interest, which Cllr Conway denied. Member of the public informed that she had attended both KPC and Steeple Aston's Neighbourhood Plan meetings. Steeple Aston deferred their decision due to lack of agreement on process followed, they also had an independent person on their committee. Should KPC not add more people onto committee to give differing viewpoints? Existing committee of 4 people is not representative of the whole village in her opinion. This is too important a subject not for more of the village to be involved. Leaflet drops around village would help raise awareness of what's happening.

Cllr Conway commented that the process was supposed to be transparent and inclusive where as it had taken place behind closed doors and without input from the whole village.

Cllr Chacksfield informed that based on the information received very recently, recommendations will not be made this evening on the sites assessed. Steeple Aston have chosen to take more time and KPC should also. Martin Lipson to request independent audit of processes followed by all Parish Councils. Feedback received should be carefully considered and an extraordinary KPC meeting will be held in the next few weeks with the aim to publish as much information about the process in advance on the village website so people can be informed ahead of the meeting.

Cllr Chacksfield & Cllr Enser emphasised that this is the start of the process. The process of carrying out the site surveys had been following a tried and tested process. The committee have been fact finding and putting together a proposal, not making decisions. This is a bottom-up process to assess all potential sites in the village that could be developed. The decisions will ultimately be made by the whole of KPC voting on the sites surveyed.

Jake Collinge asked KPC what the constitutional basis upon which the Mid Cherwell Neighbourhood Plan committee believe they are operating? Councillors advised that this should be addressed to the Mid Cherwell Neighbourhood Plan forum directly.

John East questioned the objectivity of the process followed so far. Cllr Chacksfield replied to say that the feedback is being listened to and everybody is working very hard to be objective at all times.

Jim Draper was outraged at the way the process had taken place without villagers being involved. A number of points were raised by members of the public and councillors regarding the site analysis process.

13. Parish Council priorities

Website – more stakeholders of the website are updating their pages to make the website more relevant and up to date.

14. Finance

Monthly finance summary published on the KPC page of the village website. Cllr Conway to review.

15. Future Dates

Dates need to be agreed for the following:

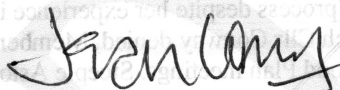
- Meeting between Community Shop committee and KPC
- Extraordinary Mid Cherwell Neighbourhood Plan Meeting for KPC
- Public consultation meeting to discuss Mid Cherwell Neighbourhood Plan
- Next KPC monthly meeting

All dates must be agreed asap outside of meeting.

Meeting closed at 20:25

All remaining matters noted on the agenda that were not covered during the meeting to be carried forward to next month's meeting.

Signed



Chair

Date

27.11.23