

KIRTLINGTON PARISH COUNCIL

Dear Sir / Madam

NOTICE OF PARISH COUNCIL MEETING

I hereby give notice that the next meeting of the Parish Council will be held
on **Wednesday 17th April at 6.30 p.m. in the Hazel Room, Village Hall.**

Joanne Broughton, Clerk

1	Apologies
2	Declarations of pecuniary interests / other conflicts of interest
3	Approval of the Minutes of the Parish Council Meeting held on 18th March 2024
4	District & County Councillor Reports / Members of the public
	(a) Cherwell DC (b) Oxfordshire CC Members of the public may be invited to speak at the Chair's discretion - <i>10 minutes' total speaking time allowed. Individual time allowed 3 minutes; there may be no later opportunity to speak again.</i>
5	Parish Council Responsibilities:
	(a) To consider: Agenda for Annual Parish Meeting in May. BE (b) To consider: Agenda for Annual Council Meeting in May. BE
6	Highways (including road safety, place-making and traffic calming)
	(a) Update: KPC Traffic Subcommittee. NF (b) Update: HGVs in the village. BE, NF, JN (c) Update: Potholes in Church Lane. DR BE (d) Update: Parking on Mill Lane. KC (e) Update: Damage to Bletchingdon Road caused by Thames Water tankers. DR BE
7	Parish Council-owned assets and community assets
	(a) Update: Allotments and Community Orchard. BE (b) Update: Second defibrillator for village. DR, Clerk (c) Update: Portrait of King Charles. BE, Clerk
8	Maintenance (Parish Council and community assets): priority actions
	Kirtlington Conservation Area and village centre (<i>protection of public amenity and heritage, protection of central village area from vehicle erosion of public grassed areas at North and South Greens</i>). (a) Update: Re-seeding of South Green. BE, KC, JH (b) To consider: Grass cutting of North and South Green. FC (c) Update: Gravel Pit Field renewal of rental. BE, JH
9	Village Hall, Sports Field and Play Areas
	(a) Update: Village Hall defibrillator, post box. DR, Clerk (b) Update: Sports field; maintenance; Scout Hut. NF JN DR . To consider: Fuel and receipts process for sports field equipment. NF JN DR Clerk (c) Update: Play Areas - Sports field and Roman Close. NF (d) Update: W.I. bench. NF

10	Community Shop and Café project (Shop Steering Group, SSG)
	(a) <i>To consider:</i> Alteration to lease. BE
11	Summer festivals in the village
	a) <i>Update:</i> Kite Festival. JH b) <i>To consider:</i> Lamb Ale funfair. BE, Clerk
12	Parish Services, Correspondence, Publicity
	a) <i>Update:</i> Village News, Website BE Clerk b) <i>To consider:</i> Email from OCC - Flood risk management funding opportunity. BE c) <i>To consider:</i> Email from resident – Request for speed limit survey. BE, DR d) <i>To consider:</i> Email from resident – Traffic and proposed courtesy crossing in village. NF e) <i>To Note:</i> Temporary road closure notice received from OCC for Akeman Street 25 th to 29 th June 2024. BE
13	Planning
	(a) <i>To consider:</i> Monthly parish planning application report. JH, Clerk (b) <i>Update:</i> Resignation of Paul Kurgo from Planning Committee. BE (c) <i>Update:</i> Mid-Cherwell Neighbourhood Plan (MCNP) Review. KC BE HB CM
14	Finance
	(a) <i>To consider:</i> Monthly receipts and payments schedule. KC JB (b) <i>Update:</i> Move KPC's bank account from Barclays Bank to Unity Bank. Clerk (c) <i>To consider:</i> Add Clerk to Barclays mandate. Clerk, FC (d) <i>To consider:</i> Add additional signatories to Unity bank mandate. FC, Clerk (e) <i>To consider:</i> Internal Audit. FC, Clerk (f) <i>To consider:</i> Consider arrangements for purchase of new laptop for Clerk. FC, Clerk (g) <i>To consider:</i> Obtain external advice for insurance cover in event of judicial action against individual councillors. FC
15	Other matters for information not elsewhere on the agenda (not for debate/decision) and items for future agendas
	Items for future agendas: June: Annual Governance and Accounting Statements (AGAR) 2023-24: approval Possible additional revenue sources in 2024-2025. Ongoing: Parish Council assets maintenance review; tree surgery review; village website review.