

KIRTLINGTON PARISH COUNCIL

NOTICE OF ANNUAL PARISH COUNCIL MEETING

I hereby give notice that the next meeting of the Parish Council will be held on **Wednesday 22nd May at 6.30 pm in the Hazel Room, Village Hall.**

Joanne Broughton, Clerk

1	Election of Chair
2	Election of Vice Chair
3	Apologies
4	Declarations of pecuniary interests / other conflicts of interest
5	Approval of the Minutes of the Parish Council Meeting held on 17th April 2024
6	District & County Councillor Reports / Members of the public
	(a) Cherwell DC (if attending, 10 minutes' speaking time allowed) (b) Oxfordshire CC (if attending, 10 minutes' speaking time allowed) 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>
7	Highways (including road safety, place-making and traffic calming)
	(a) To consider: KPC Traffic Advisory Committee, traffic calming proposals NF (b) Update: HGVs in the village/potholes in Church Lane. BE (c) Update: Parking on Mill Lane. JH, KC (d) Update: Damage to Bletchington Road caused by Thames Water tankers. DR (e) Update: Community Speedwatch and Equipment DR
8	Parish Council-owned assets and community assets
	(a) Update: Allotments, Community Orchard, Gravel Pit Field. BE (b) Update: Second defibrillator for village. DR, Clerk (c) Update: Portrait of King Charles. BE
9	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: OCC consultation, disabled parking on South Green BE (b) Update: North and South Greens mowing. Clerk (c) Update: Lamb Ale fun fair BE, Clerk
10	Village Hall, Sports Field and Play Areas
	(a) Update: Village Hall liaison. BE (b) Update: Sports field maintenance NF (c) Update: Play Areas on Sports field and Roman Close. NF, Clerk (d) Update: W.I. bench. NF (e) Update: Scout Hut demolition. JN

11	Community Shop and Café project (Shop Steering Group, SSG)
	(a) <i>Update:</i> Alteration to KPC lease/potential solicitors Blake Morgan and Welch & Stammers. BE, Clerk
12	Parish Services, Correspondence, Publicity
	<ul style="list-style-type: none"> a) <i>Update:</i> Annual Parish Meeting BE, Clerk b) <i>Update:</i> Kirtlington Village News, Website contact form BE, Clerk c) <i>Update:</i> Village sewage issues contact form BE, Clerk d) <i>Update:</i> Clerk's laptop data transfer Clerk e) <i>To consider:</i> Vexatious correspondence. KC, BE, NF, JH, DN, DR
13	Planning
	<ul style="list-style-type: none"> (a) <i>To consider:</i> Monthly parish planning application report. JH, Clerk (b) <i>To consider:</i> Letter from Martin Lipson in re Mid-Cherwell Neighbourhood Plan (MCNP) Review. KC, BE
14	Finance
	<ul style="list-style-type: none"> (a) <i>To consider:</i> Monthly receipts and payments schedule. KC, Clerk (b) <i>To consider:</i> Signatures for closure of Barclays account. Clerk, BE, DR (c) <i>To consider:</i> Purchase of laptop bag and printer for Clerk. Finance Sub Committee, All (d) <i>Update:</i> External advice on Councillors' insurance cover Finance Sub Committee (e) <i>To consider:</i> Insurance quote for 2024-25. Finance Sub Committee (f) <i>To consider:</i> Plans for handling the forthcoming the 2023/24 Finance Report. Finance Sub Committee (g) <i>To consider:</i> Suggestions for possible additional revenue sources in 2024-2025. Finance Sub Committee, All
15	Parish Council Responsibilities:
	<ul style="list-style-type: none"> a) <i>To consider:</i> Councillor responsibilities for the 2024/25 year and Sub-Committee and Advisory Committee members.
16	Dates for future KPC meetings
	<i>To consider:</i> Meeting dates for June and July 2024. (There is no KPC meeting in August).
17	Other matters for information not elsewhere on the agenda (not for debate/decision) and items for future agendas
	<p>Items for future agendas.</p> <p>June: Annual Governance and Accounting Statements (AGAR) 2023-24: approval</p> <p>Ongoing: Parish Council assets maintenance review; tree surgery review; village website review.</p>