

# ***KIRTLINGTON PARISH COUNCIL***

## ***NOTICE OF PARISH COUNCIL MEETING***

I hereby give notice that the next meeting of the Parish Council will be held on **Tuesday 15<sup>th</sup> October at 6.30 pm in the Hazel Room, Village Hall.**

Joanne Broughton, Clerk

<b>1</b>	<b>Election of Chair and Vice Chair</b>
<b>2</b>	<b>Apologies</b>
<b>3</b>	<b>Declarations of pecuniary interests / other conflicts of interest</b>
<b>4</b>	<b>Approval of the Minutes of the Parish Council Meeting held on 18<sup>th</sup> September 2024</b>
<b>5</b>	<b>District &amp; County Councillor Reports</b>  (a) Cherwell DC (b) Oxfordshire CC
<b>6</b>	<b>Public Participation</b>  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.</i>
<b>7</b>	<b>Highways (including road safety, place-making and traffic calming)</b>  (a) <i>Update:</i> Traffic Advisory Committee: Progress with traffic calming proposals. <b>NF</b> (b) <i>Update:</i> FixMyStreet: Potholes, pavement repairs, damage to safety bollards etc. <b>Clerk</b> (c) <i>To consider:</i> Establishing a FMS Super User for Kirtlington. <b>Clerk, NF</b> (d) <i>Update:</i> Road safety: Winter grit supplies. <b>BE</b>
<b>8</b>	<b>Parish Council-owned assets and community assets</b>  (a) <i>Update:</i> Allotments, Community Orchard, Gravel Pit Field. <b>BE</b> (b) <i>To consider:</i> Maintenance of Village planters. <b>BE, All</b>
<b>9</b>	<b>Maintenance (Parish Council and community assets): priority actions</b>  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) <i>Update:</i> Map with village protocol for grass cutting. <b>KC</b> (b) <i>To consider:</i> Quote for strimming/clearing Betty Bull's Lane. <b>Clerk</b> (c) <i>Update:</i> Hedge laying along Tinker's Ditch. <b>BE</b> (d) <i>To consider:</i> Tree surgery review and removal of dead tree on North Green. <b>BE, ALL</b> (e) <i>To consider:</i> Maintenance of War Memorial grass. <b>Clerk, All</b> (f) <i>To consider:</i> Meeting date for archive of Council's assets/paper records etc. <b>Clerk, All.</b>
<b>10</b>	<b>Village Hall, Sports Field and Play Areas</b>  <b>Village Hall</b> (a) <i>Update:</i> Village Hall Management Committee liaison. <b>BE</b> (b) <i>Update:</i> Key safe for field gate key. <b>BE</b> (c) <i>To consider:</i> Purchase of filing cabinets for KPC's archive. <b>BE, All</b> (d) <i>To consider:</i> CCTV for Village Hall – TVP grant application. <b>BE, All.</b>

	<p><b>Sports Field</b></p> <p>(e) <i>Update:</i> Access to goal posts, type of herbicide used, field gate key handover, repairs to fence between Mollie Minns Lane and Sports Field. <b>DR, JN</b></p> <p>(f) <i>Update:</i> Future of existing storage container – Inspection findings, potential cost of replacement. <b>JN, Clerk</b></p> <p>(g) <i>Update:</i> Lease of Scout hut land to KPC. <b>JN</b></p> <p><b>Play areas Roman Close/Sports Field</b></p> <p>(h) <i>Update:</i> Work party for overgrown vegetation for Roman Close. <b>DR, JN, Clerk</b></p> <p>(i) <i>To consider:</i> Quote for grass cutting at Roman Close. <b>DR, JN, Clerk</b></p> <p>(j) <i>To consider:</i> Action on Playsafety annual inspection reports (Play bark at Sports Field, repairs to safety surface at Roman Close etc). <b>DR, JN</b></p>
<b>11</b>	<p><b>Community Shop and Café</b></p> <p>a) <i>Update:</i> Solicitor appointment for KPC sub lease. <b>KC, NF</b></p>
<b>12</b>	<p><b>Parish Services, Correspondence, Publicity</b></p> <p>a) <i>Update:</i> Kirtlington Village News. <b>Clerk</b></p> <p>b) <i>To consider:</i> KPC topics for next KVN. <b>All</b></p> <p>c) <i>Update:</i> Website, Facebook. Recent items posted. <b>Clerk</b></p>
<b>13</b>	<p><b>Planning</b></p> <p>a) <i>To consider:</i> Monthly parish planning application report. <b>Clerk</b></p> <p>b) <i>Update:</i> Orchard House children’s home – Letter to Ofsted from KPC. <b>NF, KC</b></p> <p>c) <i>Update:</i> Mid-Cherwell Neighbourhood Plan (MCNP) Review. <b>BE</b></p> <p>d) <i>To consider:</i> Community First Housing Needs Survey offer. <b>Clerk, All</b></p> <p>e) <i>To consider:</i> Planning issues for CDC Parish Liaison meeting on 6<sup>th</sup> November (online). <b>All</b></p>
<b>14</b>	<p><b>Finance</b></p> <p>a) <i>To consider:</i> Monthly receipts and payments schedule. <b>Clerk, All</b></p> <p>b) <i>To receive and accept:</i> <b>AGAR (Annual Governance and Accountability Return) for year ended 31<sup>st</sup> March 2024</b>, External Auditor Report and Conclusion of Audit. <b>KC, NF, JN, DR</b></p> <p>c) <i>Update:</i> S106 funds owed to KPC. <b>Clerk</b></p> <p>d) <i>Update:</i> Cost of printer purchase for Clerk. <b>Clerk</b></p> <p>e) <i>To consider:</i> Amount of budget to set aside each year towards KVH car park resurfacing. <b>All</b></p>
<b>15</b>	<p><b>Future meeting dates: 26<sup>th</sup> November 2024, 14<sup>th</sup> January 2025</b></p>
<b>16</b>	<p><b>Other matters for information not elsewhere on the agenda (not for debate/decision) and items for future agendas</b></p> <p>Items for future agendas. Ongoing: Parish Council assets maintenance review; village website review.</p>