

KIRTLINGTON PARISH COUNCIL

NOTICE OF PARISH COUNCIL MEETING

I hereby give notice that the next meeting of the Parish Council will be held on **Thursday 12th December at 6pm in the Hazel Room, Village Hall.**

Joanne Broughton, Clerk

1	Election of Chair and Vice Chair
2	Apologies
3	Co-option to fill councillor vacancy
4	Declarations of pecuniary interests / other conflicts of interest
5	Approval of the Minutes of the Parish Council Meeting held on 15th October 2024
6	District & County Councillor Reports
	(a) Cherwell DC (b) Oxfordshire CC
7	Public Participation
	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>
8	Highways (including road safety, place-making and traffic calming)
	(a) Update: Traffic Advisory Committee: Progress with traffic calming proposals. NF (b) Update: Establishing a FMS Super User for Kirtlington. Clerk, NF (c) Update: Temporary closure of Akeman Street. Clerk (d) Update: Village bus. BE
9	Parish Council-owned assets and community assets
	(a) Update: Allotments, Community Orchard, Gravel Pit Field. BE (b) Update: Maintenance of Village planters. BE, Clerk
10	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) To consider: Map with village protocol for grass cutting. KC (b) Update: Hedge laying along Tinker's Ditch. BE (c) To consider: Tree surgery review and removal of dead tree on North Green. BE, ALL (d) Update: Maintenance of War Memorial grass. Clerk (e) Update: Archive meeting of Council's assets/paper records etc. To consider: Purchase of filing cabinet. Clerk, All.
11	Village Hall, Sports Field and Play Areas
	Village Hall (a) Update: Village Hall Management Committee liaison. BE Sports Field (b) To consider: Proposed payment for repairs to fence between Mollie Minns Lane and Sports Field. DR, JN (c) To consider: Purchase of replacement storage container. JN, Clerk

	<p>(d) Update: Lease of Scout hut land to KPC. JN</p> <p>Play areas Roman Close/Sports Field</p> <p>(e) To consider: Quote for grass cutting at Roman Close. DR, JN, Clerk</p>
12	<p>Community Shop and Café</p> <p>a) Update: Solicitor appointment for KPC sub lease. KC, NF</p>
13	<p>Parish Services, Correspondence, Publicity</p> <p>a) Update: Kirtlington Village News. Clerk</p> <p>b) Update: Website, Facebook. Recent items posted. Clerk</p>
14	<p>Planning</p> <p>a) To consider: Monthly parish planning application report. Clerk</p> <p>b) To consider: Solicitors request for Deed of Easement on South Green. BE</p> <p>c) Update: Orchard House children’s home – Letter to Ofsted from KPC. NF</p> <p>d) Update: Mid-Cherwell Neighbourhood Plan (MCNP) Review. BE, KC</p> <p>e) To consider: Community First Housing Needs Survey. KC</p> <p>f) Update: Cherwell District Council’s Local Plan. BE</p>
15	<p>Finance</p> <p>a) To consider: Monthly receipts and payments schedule. Clerk, All</p> <p>b) Update: To note the Clerk’s annual pay increase as per the Local Government Services Pay Agreement 2024/25. Clerk.</p>
16	<p>Future meeting dates: 14th January 2025</p>
17	<p>Other matters for information not elsewhere on the agenda (not for debate/decision) and items for future agendas</p> <p>Items for future agendas. Ongoing: Parish Council assets maintenance review; village website review.</p>