

KIRTLINGTON PARISH COUNCIL

NOTICE OF PARISH COUNCIL MEETING

I hereby give notice that the next meeting of the Parish Council will be held on **Monday 19th May 2025 at 6.30pm in the Hazel Room, Village Hall.**

Joanne Broughton, Clerk

1	Election of Chair and Vice Chair
2	Apologies
3	Declarations of pecuniary interests / other conflicts of interest
4	Approval of the Minutes of the Parish Council Meeting held on 15th April 2025
5	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>
6	District & County Councillor Reports
	(a) Cherwell DC (b) Oxfordshire CC
7	Highways (including road safety, place-making and traffic calming)
	(a) Update: Road safety/traffic calming. NF (b) Update: FixMyStreet updates. Clerk, NF (c) Update: Complaint to OFWAT/CCW. Clerk, BE
8	Parish Council-owned assets and community assets
	(a) Update: Allotments, Community Orchard, Gravel Pit Field. BE (b) Update: Appropriation by residents of verges. Clerk, 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: Sign cleaning. Clerk, All
10	Village Hall, Sports Field and Play Areas
	Village Hall (a) Update: Village Hall Management Committee liaison. BE (b) Update: New filing cabinet for KPC archive. Clerk, BE
	Sports Field (c) Update: Maintenance and liaison with volunteer groundsmen. JN, DR (d) Update: Lease of Scout hut land to KPC and right of way claim. KC, JN (e) Update: Storage container. Clerk, JN (f) To consider: Hire of skip for tree cuttings. JN (g) To consider: Boulder wall. Clerk, All
	Play areas Roman Close/Sports Field (h) Update: Inspection and Maintenance - Play bark. DR, JN

11	Community Shop and Café (a) <i>Update and to consider new documents:</i> KPC draft underlease. KC
12	Parish Services, Correspondence, Publicity (a) <i>Update:</i> Annual Parish Meeting. Clerk (b) <i>Update:</i> Website, Facebook, Village News. Clerk (c) <i>Update:</i> CCTV options for Mill Lane and Crowcastle Lane. BE (d) <i>Update:</i> Unauthorised mowing of Pound Green. BE, Clerk
13	Planning (a) <i>To consider:</i> Monthly parish planning application report. Clerk, AC, All (b) <i>Update:</i> Mid-Cherwell Neighbourhood Plan (MCNP) Review Consultation. BE, KC (c) <i>Update:</i> Heyford Park proposal. Clerk, BE
14	Finance (a) <i>Update:</i> Budget for 2025/26. Clerk (b) <i>To consider:</i> Monthly receipts and payments schedule. Clerk, Finance Committee, All
15	Parish Council Responsibilities a) <i>To consider:</i> Each councillor's responsibilities for the 2025/26 year and Sub-Committee and Advisory Committee members. All
16	Dates for future KPC meetings a) <i>To Consider:</i> Setting the meeting dates for the 2025/26 year. Clerk, All
17	Other matters for information not elsewhere on the agenda (not for debate/decision) and items for future agendas Items for future agendas Ongoing: Parish Council assets maintenance review; village website review.

AC – Amanda Carpenter
BE – Briony Enser
CR – Claire Rose
DR – David Richardson
JN – James Nicholson
KC – Kay Chacksfield
NF – Nick Fry