

# KIRTLINGTON PARISH COUNCIL MEETING

Village Hall, 1 South Green, Kirtlington, OX5 3HJ

Email: [kirtlingtonclerk@gmail.com](mailto:kirtlingtonclerk@gmail.com)

To members of the council:

You are hereby summoned to attend a meeting of Kirtlington Parish Council on Tuesday 22<sup>nd</sup> July 2025 to be held at 6.30pm at Kirtlington Village Hall in the Main Hall, for the purpose of transacting the following business:

Joanne Broughton, Clerk to the Parish Council

**Public and press are welcome to attend.**

## AGENDA

1	<b>To elect Chair and Vice Chair</b>
2	<b>To note apologies for absence</b>
3	<b>Variation of order of business</b>
4	<b>Declaration of interest in items on the agenda (if any)*</b>
5	<b>Update from County and District Councillors (if in attendance)</b>
6	<b>To confirm meeting minutes of 19<sup>th</sup> May 2025 and 23<sup>rd</sup> June 2025 and sign as a true record</b>
7	<b>Public Participation:</b> A short period will at this stage be made available for members of the public to ask questions or submit comments about <u>local matters relating to the agenda</u> .
8	<b>Highways (including road safety, place-making and traffic calming) :</b> a) Update: Road safety/traffic calming. <b>NF</b> b) Update: FixMyStreet updates. <b>Clerk</b> c) Update: Disabled parking spaces. <b>Clerk</b>
9	<b>Parish Council-owned assets and community assets:</b> a) Update: Allotments, Community Orchard, Gravel Pit Field. <b>KC</b> b) Update: Appropriation by residents of verges. <b>Clerk</b> c) Update: OCV meeting to discuss hedge laying at Crowcastle Lane. <b>KC, CR</b>
10	<b>Village Hall, Sports Field and Play Areas:</b> <b>Village Hall</b> a) Update: Village Hall Management Committee liaison. <b>AC</b> b) Update: Long term parking of vehicles in car park. <b>Clerk</b> c) Update: KPC archive paperwork. <b>Clerk</b>  <b>Sports Field</b> d) Update: Maintenance and liaison with volunteer groundsmen – Football goals. <b>JN, DR</b> e) Update: Lease of Scout hut land to KPC. <b>JN</b> f) To consider: Suggestion from South End neighbours for use of scout hut land. <b>Clerk, All</b> g) Update: Clearance of Scout Hut area. <b>JN</b>  <b>Play areas (Roman Close/Sports Field)</b> h) Update: Inspection and Maintenance - Play bark. <b>DR, JN</b>
11	<b>Parish Services, Correspondence, Publicity:</b> a) Update: Website, Facebook, Village News. <b>Clerk</b> b) Update and to consider: CCTV options for Mill Lane and Crowcastle Lane. <b>All</b>
12	<b>Planning:</b> a) To consider: Monthly parish planning application report. <b>Clerk, All</b>

	b) Update: Mid-Cherwell Neighbourhood Plan (MCNP) Review Consultation. <b>KC</b>
<b>13</b>	<b>Finance:</b> a) To consider: Monthly receipts and payments schedule. <b>Clerk, Finance Committee, All</b>
<b>14</b>	<b>Other matters for information not elsewhere on the agenda (not for debate/decision) and items for future agendas:</b> Items for future agendas Ongoing: Parish Council assets maintenance review; village website review.

\*If Members declare a Disclosable Pecuniary Interest they must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or stay in the meeting to make representations and then leave the meeting prior to any considerations or determinations of the item). Members declaring a prejudicial interest who wish to make representations or give evidence under the Code of Conduct relating to agenda items, before leaving the meeting, shall do prior to the item in question.

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