

## KIRTLINGTON PARISH COUNCIL MEETING

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To members of the council:

You are hereby summoned to attend a meeting of Kirtlington Parish Council on Tuesday 18<sup>th</sup> November 2025 to be held at 6.30pm at Kirtlington Village Hall in the Hazel Room, for the purpose of transacting the following business:

Joanne Broughton, Clerk to the Parish Council

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

### AGENDA

1. To note apologies for absence.
2. Variation of order of business.
3. Declaration of interest in items on the agenda (if any)\*.
4. Update from County and District Councillors (if in attendance).

### MINUTES

5. To confirm meeting minutes of 22<sup>nd</sup> October 2025 and sign as a true record.
6. To consider any actions from last minutes.

### PUBLIC PARTICIPATION

7. A short period will at this stage be made available for members of the public to ask questions or submit comments about local matters relating to the agenda.

### PLANNING

8. To note planning application comments/consider new planning applications.
9. To discuss planning applications for Heyford Park and Puy du Fou.

### FINANCE

10. To agree payments in accordance with the budget (list below).

### REGULAR ITEMS/REPORTS

11. To receive Allotments, Community Orchard and Gravel Pit Field update and consider resolution requests, if any.
12. To receive road safety and traffic calming update and to consider resolution requests, if any.
13. To receive Village Hall Management Committee (KVHMC) update and to consider resolution requests, if any.
14. To receive Sports Field update including liaison with volunteer groundsmen and to consider resolution requests, if any.
15. To receive Roman Close and Sports Field play areas update and to consider resolution requests, if any.
16. To receive Mid-Cherwell Neighbourhood Plan (MCNP) update.
17. To receive website, Facebook and Village News update and to consider resolution requests, if any.
18. To consider any correspondence received and consider resolution requests, if any (list below).
19. To report on essential village matters (items received after agenda was set).

### NEW ITEMS

20. To review councillor responsibilities.
21. To discuss two-unitary proposal from CDC.
22. To consider purchase of Christmas lights.
23. To consider Christmas gifts for volunteers.

## PLANNING APPLICATIONS:

25/02893/PIP	Permission in Principle - Proposed conversion of existing building to form 2 no. dwellinghouses at Plot 1, F I M Renewable Energy Farm, Mill Lane.
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## PAYMENTS FOR THIS MEETING:

Ady Podbery	Grass cutting of sports field 2/10 & 9/10	£256.80 PAID
Greenscape	Grass cutting of greens and war memorial 6/11	£210.00 PAID
Lyreco	Filing Cabinet	£375.83
Joanne Broughton	November Salary	£1,097.32
Joanne Broughton	November Expenses	£115.09
SLCC	Annual Membership	£205.00

## CORRESPONDENCE:

- Notification from OCC of primary school application deadline.
- Notification from CDC of new Community Safety and Engagement Officer.
- Notification from Carers Oxfordshire of new telephone service.
- Invitation from OCC to Community Climate Adaptation Workshop on 18<sup>th</sup> November 2026.
- Notification from OCC of Bicester & Mid-Cherwell Movement and Place Plan Consultation that closes on 1<sup>st</sup> December 2025.
- Email from MCNP Chair, Martin Lipson, advising that corrections are required to acknowledge the existence of the Neighbourhood Plan and its policies in the draft document before Parishes can make a formal response.
- Notification from OCC of Fire and Rescue Service Consultation that closes on 20<sup>th</sup> January 2026.
- Notification from Emily Daly of leaflet campaign against Heyford Park proposals.
- Notification from CDC of publication of the two-unitary proposal.
- Grant request from Clean Slate, a trauma-informed charity.
- Notification of temporary road closure at Bletchingdon / Western on the Green, Western Road through to Church Road for pre-surface dressing works between 5<sup>th</sup> to 9<sup>th</sup> December between 7.30am to 4.30pm.

\*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.