

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 16th December 2025 to be held at 6.30pm at St Mary's Church 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 elect Chair and Vice Chair.
2. To note apologies for absence.
3. Variation of order of business.
4. Declaration of interest in items on the agenda (if any)*.
5. Update from County and District Councillors (if in attendance).

MINUTES

6. To confirm meeting minutes of 18th November 2025 and sign as a true record.
7. To consider any actions from last minutes.

PUBLIC PARTICIPATION

8. 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

9. (a) To note planning application comments/consider new planning applications.
(b) To discuss and consider CDC request for Heyford Park and Puy du Fou to adapt the Bicester Transport Model to include roads west of the M40.

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 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 consider and sign lease for scout hut land.
21. To discuss and consider if KPC has any matters to raise at the Cherwell Local Plan Hearings.
22. To consider and adopt Grants and Donations Policy.

PLANNING APPLICATIONS:

25/03135/TCA	Holm Oak: Rear garden: Re-shape by reducing the crown by 3 metres leaving a compact rounded crown that can be trimmed into a ball shape in the future. Swedish Whitebeam: Re-shape the crown by reducing the crown by 2-3 metres leaving a rounded shape. Cornbrash House, Bletchingdon Road, Kirtlington, OX5 3HF.
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PAYMENTS FOR THIS MEETING:

Ady Podbery	Grass cutting of sports field 18/11	£128.40
Joanne Broughton	December Salary	£1,097.32
Joanne Broughton	December Expenses	£165.58
Turney Group	Service and repair of ride on mower	£978.39 PAID
Kirtlington Property Maintenance	Repairs to Roman Close and Sports Field play areas	£1,548.00 PAID

CORRESPONDENCE:

<ul style="list-style-type: none">• Grant request from Clean Slate, a trauma-informed charity.• Grant request from Citizens Advice Bureau.• Notification from Emily Daly of Friends of Rousham petition against Heyford Park.• Notification of Cherwell Local Plan Hearings Sessions and request from Martin Lipson to advise if KPC will be presenting.• Notification from CDC of estimated tax base and deadline for submitting 2026-27 precept.• Request from Reverend Gareth Miller for Akeman Benefice working party to carry out tasks in Kirtlington one Saturday during Lent.• Notification from the War Memorial's Trust of possible repairs required to Kirtlington's War Memorial.• Invitation from Bucknell and Stoke Lynne Parish Councils to join coalition of objection to cumulative traffic issues arising from proposed major planning developments.

*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.