

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 Monday 23rd February 2026 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 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 22nd January 2026 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.

FINANCE

9. a) To agree payments in accordance with the budget (list below).
b) To agree budget for 2026-27.
c) To agree precept request for 2026-27.

REGULAR ITEMS/REPORTS

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

NEW ITEMS

19. To consider request for donation towards electrics for Christmas lights.
20. To consider installing posts around perimeter of Greens and associated quotes.
21. To consider signage for verge gates on Mill Lane.
22. To consider introducing a small number of long-term parking permits for Village Hall car park.
23. To consider grass cutting quotes for 2026-27.
24. Community Shop update.
25. To consider plan for Scout Hut area.
26. Spring Clean 2026.

27. Meeting dates for the year.

PLANNING APPLICATIONS:

26/00287/F Deadline for comments 5 th March	Replacement of existing single glazed timber frame windows with double glazed, engineered timber framed windows. Replacement of an existing window with French doors and full-height sidelights plus removal of two rooflights to the garden room (RETROSPECTIVE) Willow Cottage, Bletchingdon Road
26/00225/TCA Deadline for comments 19 th Feb	T1 x Mature Lime. Remove as much growth as feasible from around base of tree. Remove epicormic growth from main stem to crown break. Remove major deadwood. Severe climbing Ivy. Avenall, Heyford Road
26/00125/LB and 26/00126/F Deadline for comments extended to 27 th Feb	Variation of Condition 2 (plans) of 25/01622/F and 25/01623/LB - To re-locate PV panels to obtain better and optimum sunlight for this site, with adjustments to panels and rooflight positioning. Glazing fenestration adjusted. All in accordance with PL08A and PL09B. Flights Mill, Mill Lane
26/00014/F Deadline for comments extended to 20 th Feb	Refurbishment and alterations to the internal arrangements with minor external works to the existing dwelling including re-configuration of the single storey kitchen range, a new brick chimney and 3 x Conservation-style rooflights. The Forge, North Green
25/03236/F Deadline for comments extended to 20 th Feb	Single storey extension and associated internal alterations to an existing outbuilding to provide ancillary caregiver accommodation for the main house The Forge, North Green

PAYMENTS FOR THIS MEETING:

Joanne Broughton	February Salary	£1,097.32
Joanne Broughton	February Expenses	£50.00
Bowards	Tree works to Cedar and Oaks	£1,440.00
Alex Charlesworth	Website hosting and domain names March 2023 to March 2025	£238.80
Starboard Systems Ltd	Scribe accounts renewal 2026	£446.40
Brinkworth Services	Verge gates on Mill Lane and replacement Oak post	£2,194.21

CORRESPONDENCE

- Email from resident enquiring about traffic calming measures for school drop off and pick up times.
- Email from OCC regarding the Local Government Reorganisation Consultation which closes on 26th March 2026.
- Traffic Notice from OCC of road closure at Springwell Hill, Bletchingdon, 2nd to 6th March.
- Petition from North Oxfordshire Resident Action (NORA).
- Email from resident requesting clarification on why KPC changed its position on the retrospective application at Crowcastle Lane.
- Email from resident regarding Councillor meeting attendance.
- Email from resident advising they are trying to restart the Speedwatch Group and to send details of anyone interested.

*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.

Chair – Amanda Carpenter

AC – Anthony Child

CR – Claire Rose

DR – David Richardson

JN – James Nicholson

KC – Kay Chacksfield

NF – Nick Fry