

KIRTLINGTON PARISH COUNCIL

Minutes of the Extraordinary Parish Council meeting held at 9 p.m. in the Village Hall on Tuesday 1st July 2014

Present: J A B Charlesworth, Ms A Kennedy, Miss S van Loen, Dr H Macbeth, Mr D R Pratt (Chairman), Mrs R M Powles (Clerk), R Sadler, S Tylor, Mr J Scott-Lee

1. Apologies

None.

2. Declarations of interest

See Item 4 (ii).

3. **Dorchester Group proposal for multi-parish Neighbourhood Plan around the Upper Heyford development**

Ardley with Fewcott Parish Council was acting as Lead Parish Council for the parties involved (the Neighbourhood Development Forum) in discussing the proposed Neighbourhood Plan. The most recent of the Neighbourhood Development Forum meetings had been held on 23rd June. Minutes drawn up by Curtin & Co had been circulated to Kirtlington Parish Council, as had the draft Terms of Reference which stated the aims and objectives of the Neighbourhood Development Forum.

The Terms of Reference included a draft Timeline. The minutes stated that the first necessary action on that timeline was confirmation by individual parishes by 7th July that they wished to be part of the initial establishment of a Neighbourhood Area, i.e. the geographical area of the proposed NP. The application for the designation of a Neighbourhood Area would be submitted to Cherwell District Council, to run in conjunction with Cherwell DC's current review of its evidence base for the main modifications to its Local Plan. The application for a designated Neighbourhood Area would require Cherwell DC to carry out a public consultation period of six weeks during which time Parish Councils could withdraw. The Terms of Reference stated that Parish Councils associated with the Neighbourhood Plan process would also be able to withdraw at a later date.

Proposed by Cllr Charlesworth and seconded by Cllr Pratt: that Kirtlington Parish Council confirm its willingness to be included in the initial Neighbourhood Area to be submitted for designation to Cherwell District Council. The proposal was agreed *nem con*. The Clerk would forward an extract of the minutes to Ardley with Fewcott PC.

4. (i) **Planning Committee Advisory Group**

Proposed by Cllr Charlesworth and seconded by Cllr Pratt: the formation of an Advisory Group to assist the Council's Planning Committee and the Council with the anticipated housing development proposals. Mr Scott-Lee and Mr Kurgo had confirmed they were happy to act as advisory group members. The proposal was agreed *nem con*.

Cllr Tylor declared a pecuniary interest with regard to Item 4 (ii) and left the meeting.

(ii) **Promoters' attendance at the Parish Council meeting to be held on 8th July**

Gladman (with reference to land off Station Road) had asked to attend the Council meeting on 8th July in order to present their Framework Plan. Mr R Harrison (with reference to land to the rear of Jersey Cottages, Heyford Road) had asked to attend on 8th July in order to present initial proposals. It was agreed unanimously to inform Gladman and Mr Harrison that the Council's policy was not to meet promoters or developers until detailed proposals in the form of a formal planning application were laid before Cherwell District Council, at which time the Council could make a decision as to whether it would invite any promoter or developer to a meeting.

(iii) Parish Referendum on housing development

There was a need to update the Parish Plan of 2011 with regard to parishioners' views on housing development and a referendum of all parishioners of voting age would achieve this. Individuals would be required to give their names and addresses but that information would be kept confidential. It was agreed the referendum should be completed by the end of July 2014 and the data would be forwarded to Cherwell District Council as part of the Council's response to any planning application received for housing development.

Volunteers would be sought to circulate the referendum questionnaires and should be briefed on the background information. Cllrs Pratt and Sadler could help circulate the questionnaires.

5. Review of normal summer meeting schedule

The Clerk advised that further extraordinary meetings would need to be convened after the scheduled meeting on 8th July if Council decisions were needed on development questions before the next scheduled meeting on 9th September.

6. Any other business

None.

D R Pratt, Chairman, Kirtlington Parish Council

D R Pratt

Date

8th July 2014