

**KIRTLINGTON PARISH COUNCIL**  
**Minutes of the meeting held in the Village Hall on Tuesday 10<sup>th</sup> April 2012**

**Present:** A Charlesworth, Ms A Kennedy, Dr H Macbeth (Vice Chair), Mrs R M Powles (Clerk), D Pratt (Chairman), Miss S van Loen, R Sadler

**Apologies:** Mrs Wendi Brock, Cllr S Holland (Cherwell DC), Cllr Hallchurch (OCC)

**1. Minutes of the meeting held on 13<sup>th</sup> March 2012**

These were signed as a correct record.

**2. Matters arising from the minutes**

Covered below.

**3. Declarations of interest**

None.

**4. OCC Highways**

The application to the County Councillor Highways and Transport Fund was noted following details circulated before the meeting. It was agreed to apply also for a warning triangle south of the road narrowing by the Red House area and another triangle warning of frail pedestrians sited north of the shop and Hatch Way entrance. It was agreed pinch points like those in Islip and Chesterton caused increased vehicle emissions and noise disturbance and would not be suitable for the South Green area.

**5. Affordable Housing – RES sites**

It was agreed Cherwell DC should have flexibility on the choice of site in case one of the landowners declined.

**6. Reports**

NAG meeting: the next meeting would be on 14<sup>th</sup> May in Shipton Village Hall.

Maintenance tasks: KWACS members had provided further ideas and the Clerk would submit the full list to Oxford Conservation Volunteers. There was no response yet from the Thames Valley Probation Community Payback scheme.

**7. Village Hall, Play Area and Sports Field**

Village Hall: Cllr Sadler said Mr Harrison had been appointed to the post of Village Hall caretaker. The Film Club had written to request the support of the Council (as leaseholder of the Village Hall) for a funding application to improve the acoustics. It was agreed this needed KVHMC support in the first instance to take into account the other refurbishment needs of the Village Hall.

Play Area: The new play bark was in place and Cllr Pratt had removed the twiggy lower growth of the conifers. It was agreed the beech tree stumps would need to be ground out after felling and this cost could be included in any grant application. Cllr van Loen had discussed the possibility of an “adventure trail” through the middle of the play area with a supplier and would invite him to return to review where it could be located. An option would be to extend the play area to where the beeches were and for some equipment to be moved there.

Sports field maintenance: The Council agreed that for the future benefit of both football and cricket teams the football pitch should revert to a permanent east-west orientation and should not be over the cricket square. It was agreed that the KSA had served its purpose and so did not need to continue. The Council noted its full support of the cricket team and confirmed that up to £300 was still available from the KSA donations, as promised last year.

Mole fence: Cllr Pratt was still waiting for further information.

Sports wall and MUGA: It was agreed to confirm Grimshaws as the contractor. Cherwell DC had confirmed the S106 money would be released on receipt of an invoice. The Parish Council noted that as it was expected the cost would exceed the S106 funding, it would undertake the future maintainance of the wall and MUGA from its own funds.

**8. Diamond Jubilee party, 5<sup>th</sup> June 2012**

Further work was needed on suitable items for a grant application to Cherwell DC and Cllrs Macbeth and Sadler would do this.

**9. Olympic Torch Relay 9<sup>th</sup> July 2012**

It was suggested visitors could be charged for parking and that barriers would be needed to close off the greens and the questions could be raised at the next meeting with Cherwell DC. Cllr Kennedy said the area off Akeman St alongside the polo field would need stewards.

**10. Greens**

It was agreed the Council should write to school parents as well as residents.

**11. Planning -New details for this meeting:**

Report circulated at the meeting to be filed with the approved minutes.

**12. Correspondence**

KWACS had written to ask for the Council's support of reduced mowing alongside the verge west of the Pound, and along Mill Lane between the Rectory Homes site and the Quarry and this was agreed. The Clerk would liaise with KWACS in order to establish who might mow these areas at present.

**13. Financial report**

Accounts status and payments: separate report circulated at the meeting (to be filed with the approved minutes).

The Finance Subcommittee would meet before the May meeting.

**14. AOB**

Cllr Charlesworth repeated his request for website feedback, following Cllr Macbeth's contribution.

The Council would write to Mr Ray Hemmings to thank him for his maintenance work.

The Annual Parish Meeting would be on Thursday 31<sup>st</sup> May.

Signed **David R Pratt** Chairman

Date **8<sup>th</sup> May 2012**

## KPC MEETING 10<sup>th</sup> April 2012

### Agenda Item 11 - Planning report

#### **NEW INFORMATION FOR APRIL 2012 MEETING**

Name Mrs Celia Hawkesworth, Application No 11/01818/LB  
Location Woodbine Cottage, Troy Lane  
Proposal Alteration to roof frame  
Parish Council No objection email 31 Jan. CDC Permission granted 13 March

Name Kirtlington Parish Council, Application No 12/00061/F  
Location Playing Field, off South Green  
Proposal Construction of multi-sports practice wall and surface  
Parish Council (no comment made) CDC Permission granted 14 March.

Name Mr and Mrs C Powles, Application No 12/00280/B and 12/00288/F - Amendments to 05/01966/LB  
Location West House, South Green  
Proposal Studio: new pier at south end of east elevation, new conservation rooflight to east elevation, new windows to south gable, raising existing brick chimney stack  
Parish Council No objection email sent 26 March CDC Decision awaited

Name Mrs Rosy Whitwell - Application No 12/00036/TCA  
Location Oldbury, Bletchington Rd  
Proposal Fell 1 x Lawson Cypress  
Parish Council No objection email sent 21 Feb CDC Permission granted 20th March

Name Mrs Celia Hawkesworth, Application No 12/00074/LB  
Location Woodbine Cottage, Troy Lane  
Proposal Installation of 3 pv panels on west facing roof tiled section  
Parish Council No objection email 13 Feb CDC Permission granted 20th March.

Name Mr Stephen Bell - Application No 11/01766/F (resubmission of 10/01784/F)  
Location OS Parcels 7977, 8962, 9533 north of Lince Lane (Station Rd)  
Proposal Erection of commercial glasshouse and agricultural building housing a 500W Biomass boiler, fuel store, refrigeration room, packaging store and staff room  
KPC Objection email sent 20 Dec (agreed mtg 13 Dec) - scale, impact on public view, impact on rural landscape, water supply, access, potential employment level, possible 24hr production  
CDC Permission granted 23rd March. Full landscaping scheme to be submitted for approval. Vision splays of 2.4 m x 215 metres required for highway safety. Lighting scheme to be submitted for approval.

Name Ms Rachel Wilder - Application No 12/00042/TCA  
Location Appletreewick, Heyford Rd  
Proposal Ginkgo in front garden - reduce crown by 20%, crown clean and formatively prune etc  
Parish Council No objection email sent 27 Feb CDC Permission granted 26 March

Name Mrs Anne Mowat - Application No 12/00079/TCA  
Location Honeoye, South Green  
Proposal Atlantic cedar - fell; Birch - re-prune to previous pruning points to contain and shape  
Parish Council CDC Response required by 18 April

Name Mr and Mrs D Cole, Application No 12/00196/F  
Location Chequers, Heyford Rd  
Proposal Two-storey extension and remodelling of existing dwelling  
Parish Council No objection email sent 19 March CDC Permission granted 3 April

#### **Note:**

Application No 11/00922/F – new build dwelling, North Green – comments on roof colour.

## **KPC MEETING 10<sup>th</sup> April 2012**

### **Agenda Item 13 - Financial report**

#### **1. ACCOUNTS STATUS**

Current a/c at 29 March 2012 - £1,396.46 (excludes unbanked cheques of £559.45 from March mtg and pre April mtg)  
Saver a/c at 29 March 2012 - £19,883.15 includes £2.66 interest for last quarter.

#### **Payment approved before the April meeting**

Cherwell DC                    £42.50                    Fee to discharge sports wall planning condition (AMS)

#### **APRIL PAYMENTS**

M E H Services	£113.43	Greens mowing
Sylva Consultancy	£300	AMS ref discharge of sports wall planning condition
Banbury Turf	£720	Play bark
R M Bone	£1,750	Clerk's salary Oct 2011 - March 2012
R M Bone	£1,500	Clerk's additional salary for 2011-12
ORCC	£30	Annual membership
KVHMC	£8.80	KPC room hire
<b>TOTAL</b>	<b>£4,422.23</b>	

#### **Due for payment at May meeting**

AON Ltd                    £1,091.40                    Annual Parish Council insurance (due by 1st June) –  
RP to review cover details before payment

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2. Date for Finance Subcommittee meeting – before Annual Parish Meeting 31<sup>st</sup> May.