

KIRTLINGTON PARISH COUNCIL
Minutes of the meeting held in the Village Hall on Tuesday 10th January 2012

Present: Cllr T Hallchurch (during Item 4), Cllr S Holland (to Item 10), Ms S van Loen, Dr H Macbeth (Vice Chair), Mrs R M Powles (Clerk), D Pratt (Chairman)

Apologies: A Charlesworth, Mrs Wendi Brock, Ms A Kennedy, R Sadler

1. Minutes of the meeting held on 13th December 2011

These were signed as a correct record.

2. Matters arising from the minutes

Sports field maintenance: the Parish Council was awaiting further comment from the cricket team.

RES site appraisal: ORCC had sent a status report. ORCC hoped that Bob Duxbury would action this in January and apologized for the delay.

Parish Plan: 700 brochures had been printed by Fingerprint of Kidlington and had been circulated to the parish before Christmas.

Website: The Clerk would forward the details to Cllr Holland.

3. Declarations of interest

None.

4. Reports

Cllr Hallchurch was invited to give his report. He said there had been confusion about the two County Council grant funds, the Big Society Fund and the Highways Area Stewardship Fund. The latter was for small, low priority highways matters. The new Area Steward was Maurice Sheehan. He advised that any Parish Council request for improvements to kerbs would be a standard highways task and should be addressed to Mr Sheehan and copied to him.

NAG meetings: The next meeting was on 24th January in Shipton Village Hall.

5. Village Hall, Play Area and Sports Field

Play Area: Cllr van Loen said the query raised in the RoSPA report about the safety of the trees was outstanding. The Clerk would contact Jon Brewin of Cherwell DC to request a meeting. It was agreed new play bark should be ordered for April. Cllr van Loen would contact Mr Fraemohs for a quotation for the work needed for various timber repairs. The chains needed servicing and she would research which companies might offer servicing.

Sports wall and MUGA: the new planning application was in hand. The Clerk had repeated her requests to Theale Tennis Courts for references.

Roman Close Play Area: Judith Ward of Cherwell DC had issued the Final Certificate and had instructed Richard Hawtin of Cherwell DC's legal department to start the transfer process to the Parish Council.

Sports field mole fence: it was agreed this should be followed up with Mr Draper and Mr Cherry.

Fitness equipment: Cllr van Loen described various items of equipment which would be suitable for older and younger children. It was agreed for the time being to concentrate on two additional items for the Play Area. The Clerk would register the Parish Council's expression of interest in a grant application on the County Council's Big Society Fund website and would review the criteria.

6. Winter salt distribution

Winter salt distribution: one pallet only (40 bags) had been ordered and delivered and Mr East had transferred it to The Red House, as Cllr Charlesworth had offered to store it. Cllr Macbeth would collect any cash and produce posters.

7. Olympic Torch Relay 9th July 2012

Cllr Macbeth would contact Mr Tony Summerfield behalf of the Parish Council to accept his offer of help. The Clerk would pass on the information about the limitations on the commercial use of the Olympic brand.

8. Greens

It was suggested the Parish Council should make its ownership of the greens and verges more widely known.

9. Planning -New details for this meeting:

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

10. Correspondence

None.

11. Financial report and Draft Budget for 2012 - 2013

The Council agreed a Precept for 2012 – 2013 of £17,500.

The Council would need to register with HMRC for PAYE because the Clerk's salary for 2012 – 2013 would be above the PAYE threshold.

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

12. AOB

Diamond Jubilee, Tuesday 5th June: the format for this should be agreed at the next meeting. It was agreed food should be on a "bring and share" basis. Cllr van Loen would book her ceilidh band for the evening. It was thought the Morris Festival was scheduled for the weekend preceding the Jubilee celebrations and this should be confirmed.

Lamb Ale funfair, 3rd – 5th June: the Clerk should send the usual invitation letters to Hebborn's and the stallholders after the February meeting at the latest.

Signed **David R Pratt** **Chairman**

Date **14th Feb 2012**

KPC MEETING 10th January 2012

Agenda Item 9 - Planning report

NEW INFORMATION FOR JANUARY MEETING

Name Mr Jonathan Haynes - Application No 11/00299/TCA
Location The Nutlands, Bletchington Rd
Proposal Fell 2 x hollies
Parish Council *No objection email sent 9 Jan*
CDC *Response awaited*

Name Mr and Mrs K Brown, Application No 11/01875/F
Location Brackley House, Heyford Road
Proposal Loft conversion with new front dormer windows, rear dormer and velux roof windows, plus corner sun pipe
Parish Council *(KPC mtg 10 Jan)*
CDC *Response due 24 Jan*

Agenda Item 11 - Financial report

1. ACCOUNTS STATUS

Saver a/c at 29 Dec 2012 £22,880.49 includes £2,85 interest for period 5 Sept - 4 Dec. Includes ORCC grant for Parish Plan of £1,315, grant sum left at 17 October 2011 = £383.43, about £10 VAT can be reclaimed.

Current a/c at 29 Dec 2012 £2,215.37

DECEMBER RECEIPT

Cash from salt sale £696.50 Cash from salt sale 10th December, £6 owed

JANUARY PAYMENTS

Fingerprint Ltd	£985	Parish Plan printing (700 copies), no VAT reclaimable
Community Buying UnLtd	£205.60	40 x 25kg salt bags (£5.14 ea)
KVHMC	£8.80	Room hire
TOTAL	£1,199.40	

2. DRAFT BUDGET 2012 – 2013

The Parish Council must inform Cherwell DC of its Precept requirement this month.

Proposed salary increase for Clerk (above £5,304 for 2012 - 13): this would mean KPC would have to register for a PAYE scheme. However, no NIC's would be payable.

3. Note from OALC received December 2011 reminding Parish Councils on S137 spending powers:

Parish councils may incur expenditure on salt, grit and other de-icing materials and equipment pursuant to s.137 of the Local Government Act 1972. Under it a parish council may spend each year up to a specified limit on anything which in the opinion of the parish council is in the interests of the parish, or any part of it, or is in the interests of all or some of the inhabitants. The spending limit for 2011/12 is £6.44 per elector. Expenditure has to be authorised in advance by formal resolution of the council. NB currently Kirtlington has 773 electors so max S.137 expenditure for 2011/12 = £4,978.