

KIRTLINGTON PARISH COUNCIL

Minutes of the meeting held in the Village Hall on Tuesday 11th December 2012

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

Apologies: Cllr T Hallchurch (Oxfordshire CC), Cllr S Holland (Cherwell DC)

1. Minutes of the meeting held on 13th November 2012

These were signed as a correct record.

2. Matters arising from the minutes

Bus service review: Cllrs Macbeth and van Loen thought there was no risk to the provision of the 25A but the 25 to Woodstock was at risk. A new link to Islip would provide access to the doctors' surgery. Cllr Macbeth would submit comments on behalf of the Council.

The Footpath Society had cleared leaves from Molly Minns Lane and Tinker's Ditch.

3. Declarations of interest

None.

4. Reports -

Cllr Pratt and the Clerk had attended a Parish Liaison meeting at Bodicote.

5. Website

Cllr Charlesworth said this was now live and asked for feedback on anything which still did not work. He had warned village societies that failure to provide information might mean those pages would be removed.

6. Gravel Pit tenancy

Cllr Pratt hoped to arrange the signing of the deed of surrender before 19th December. Sustainable Kirtlington had written to ask the Parish Council whether a small area of the field could be used for wood storage. The Council agreed it was provisionally in favour.

7. Affordable Housing

ORCC were due to draw up a Register of Interest which would be circulated in order to gain further detail on the needs of applicants following the parish Housing Needs survey.

8. Village Hall, Play Areas and Sports Field

Play Area improvements: Cllr van Loen had submitted the application to the Councillor Community Budget and a sum of £7,500 would be approved. There would be a small saving on the Playdale costs. The grant had to be spent by the end of the financial year and Playdale suggested the work could be done in February. Sylva's quotation of £760 plus VAT to fell the beech trees and shred the remaining car park brambles had been approved by Finance Subcommittee and the work would be done on 19th December. It was agreed Sylva should also organise the stump grinding. Cllr Sadler would contact Mr Charlie Brinkworth for a quotation for refencing the Play Area.

9. Greens

The section of South Green opposite The Old Bakehouse was being damaged by repeated parking. Cllr van Loen would contact Carlton Coaches about damage to North Green.

Cllr Charlesworth suggested that following the granting of planning permission the Council write to property owners stipulating that contract preliminaries should include the avoidance of damage to Highways verges or Parish Council owned land.

10. Highways

New street sign for North Green: the Clerk would contact Cherwell DC.

11. Planning

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

Satellite dish, Cottage on the Green, South Green: it was agreed the Clerk should contact Cherwell DC.

12. Correspondence

Village Hall: The Clerk would respond to Ms Leeming.

Churchyard maintenance: the PCC had suggested the Parish Council had a duty of care.

Hatch Way dog fouling: the Clerk would contact Cherwell DC to establish the cost of having two additional bins cleared. It was agreed provisionally to provide a bin for Hatch Way and a bin for Gossway Fields.

Construction vehicles in Troy Lane: it was noted that the length of the disruption had been extreme but the Council could not dictate how long a building contract should take.

Community rocksalt: it was agreed not to purchase further supplies at present.

13. Finance

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

Draft budget 2013/2014: Cllr Sadler said the projected expenditure for 2012/13 was slightly less than expected. He suggested the Precept for 2013 / 2014 should remain unchanged or be slightly reduced and it was agreed it should be unchanged. He suggested the Council had an opportunity in 2013 / 2014 for expenditure on capital projects, with the possible assistance of grant monies from Viridor for example. The tennis court and the Scout hut might be suitable projects. With reference to the Council's asset register he recommended that approximately £300 was spent on refurbishing the notice boards and benches and this was agreed. It was agreed a separate bank account should be set up for South Green tarmac repairs with a suggested target of £7,500, and an elections reserve, as the contribution due from parish councils for by-elections or contested parish elections had increased significantly.

Cllr Charlesworth said it was important to bear in mind the ongoing maintenance of the Roman Close play area. He recommended that contractors should sign an agreement to form a sinking fund before planning permission was granted to cover damage caused by construction vehicles.

12. AOB

Cllr Charlesworth said the Highways department had confirmed that the request for an additional gully **in Troy Lane** had been noted, and recommended the Council chase this action in the New Year.

Tennis court: preparation of the supporting documents would be delayed until after Christmas.

Tree guards (elm saplings): Mr Tylor recommended John Miller of Weston on the Green.

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

Date **8 January 2013**

KPC MEETING 11th December 2012

Agenda Item 12 - Planning report

NEW INFORMATION FOR DECEMBER 2012

Name Mr M Rowe, Application no 12/00268/TCA
Location Long Kensome, South Green
Proposal Crown lift three trees, reduce another in height
Parish Council *No objection*
CDC *Permission granted 14 Nov.*

Name Mr Robert White, Application no 12/01255/F
Location Oxford Lodge, Bletchington Rd
Proposal Proposed construction of additional four-bedroom two storey detached dwelling
Parish Council *Objection email sent 15 Oct*
CDC *Permission refused 20 Nov: unacceptable sporadic development in historical gap by Lodge, a heritage asset as former Lodge to Kirtlington Park; scale and design not acceptable.*

Name Mr and Mrs Anthony Haynes, Application no 12/01313/F
Location Dormer Cottage, Heyford Rd
Proposal Replacement windows to front elevation and increase width of vehicular access
Parish Council *No objection but would prefer timber windows to UPVC as more sympathetic match with neighbouring properties*
CDC *Permission granted (increased vehicular width) 21 Nov.*

Name Mrs Jackie Lay, Application no 12/01356/TCA
Location 5 Park Close
Proposal Walnut tree subject to TPO 18/2005 - reduce crown by 2m
Parish Council *No objection email sent 30 Oct.*
CDC *Consent (20th Nov) only for clearance from adjacent dwelling and roofline and utility lines, and crown cleaning, no reduction in height or removal of large branches.*

Name Mr Charlie Budgett, Application no 12/01043/F
Location Land at Park Farm, Akeman Street
Proposal Construction of an exercise track for polo ponies
Parish Council *No objection*
CDC *Decision awaited*

Name Mr and Mrs M Roskelly, Applications no 12/01363/F and 12/01364/LB
Location Manor House, South Green
Proposal Refurbishment of main house and Coach House, installation of new garage building-cum-workshop, swimming pool, pool house, greenhouse and garden pavilion
Parish Council *Objection to the swimming pool and the associated buildings, objection to proposed use of artificial roof tiles*
CDC *Advised applications withdrawn 29 Nov.*

Name Kirtlington Parish Council, Application no 12/00310/TCA
Location Play Area, Sports Field
Proposal Fell 3 x oaks - poor condition, fell 2 x conifers - too large for space, crown lift 2 x oaks to provide safe clearance for Play Area equipment
CDC *Permission granted 29 Nov.*

Name Kirtlington Parish Council, Application no 12/00311/TCA
Location North Green
Proposal Fell 1 oak in poor health
CDC *Permission granted 29 Nov.*

Name Mr Barfoot, Application no 12/00301/TCA
Location Nivram, 11 Park Close
Proposal Apple - prune back and away from neighbouring property
Parish Council No objection email sent 26 Nov.
CDC **Permission granted 29 Nov.**

Name Mr Tom Dingwall, Application no 12/00300/TCA
Location Kirkstone House, Church Lane
Proposal 1st Leyland cypress screen - fell and remove stumps
2nd Leyland cypress screen - reduce height by 2 1/2 meters.
Parish Council Suggested phased removal of H1 and phased reduction of H2,
both in conjunction with replanting.
CDC **Permission granted 29 Nov.**

Name Mrs Julia Esplen, Application no 12/00317/TCA
Location The Old Vicarage, Church Lane
Proposal Fell 2 x apple trees
Parish Council No objection email sent 5th Dec.
CDC **Permission granted 6 Dec.**

For comment: Planning query from November 2012 KPC re Cottage on the Green, South Green -

A satellite dish has been attached to the front of the house at first floor level. The government's planning portal says that for houses below 15 meters in height in designated areas (e.g. Conservation Areas) permission is not required if: "an antenna is not installed on a chimney, wall, or a roof slope which faces onto, and is visible from, a road or a Broads waterway. (If you are not sure, get advice from the local planning authority.) "

Agenda Item 14 - Financial report and Draft Budget for 2013 - 2014

1. ACCOUNTS STATUS

Current a/c at 29 Nov 2012	£665.97
Subtract unbanked Nov chqs	(£182.40)
	<u>£483.57</u>

Saver a/c at 28 Sept 2012	£18,888.09 incl £2.41 interest for last quarter
Subtract tfr to Current a/c	(1,000)
	<u>£17,888.09</u>

2. PAYMENTS / RECEIPTS

DECEMBER PAYMENTS

KVHMC	£9.60	
Sustainable Kirtlington	£200	Felling and clearing beech trees
Barclaycard Commercial	£109.70	Hire of shredder after deduction of deposit, £32 annual card fee (first 12 mnths was free)
Aon UK Ltd	£12.80	Additional premium for strimmer (kept in implement shed)
Henmans LLP	£120	Tenancy advice
TOTAL CHQS	<u>£452.10</u>	

3. DRAFT BUDGET 2013 – 2014

NB The budget cannot be approved until the January meeting as KPC cannot advise Cherwell DC of its Precept request until after 7th January 2013.