

KIRTLINGTON PARISH COUNCIL

Minutes of the meeting held in the Village Hall on Tuesday 11th March 2014

Present: Dr H Macbeth, Mrs R M Powles (Clerk), Mr D R Pratt (Chairman), S Tylor
Apologies: J A B Charlesworth, Ms A Kennedy, Miss S van Loen, R Sadler, Cllr A Gearing (Oxfordshire CC),
Cllr S Holland (Cherwell DC)

1. Minutes of the meeting held on 11th and 25th February 2014

The minutes were signed as a correct record subject to:

Item 7 (Fibre optic provision) – Cllr Charlesworth’s correction was accepted and incorporated.

Item 2 (Matters arising, bus cancellations) - Cllr Macbeth’s correction was accepted and incorporated.

2. Matters arising from the minutes

Affordable housing: ORCC had acknowledged the request for an update.

Easement application: Cllrs Pratt and Macbeth had completed the formalities and Spratt Endicott had submitted the Council’s response to the Land Registry.

3. Declarations of interest

Cllr Tylor with reference to Planning Application 14/00060/F.

4. Reports

As above.

5. Village Hall, Play Areas and Sports Field

(i) Village Hall: The grant from Viridor of £32,235 had been received and payment made to Paul Barber Windows for the new double glazed windows and doors. The Clerk had forwarded to KVHMC Viridor’s request for publicity and an end of project statement; it was agreed KVHMC was the appropriate body to deal with the request.

(ii) Play Areas: no update.

(iii) Sports Field and adjacent

Fence, Molly Minns Lane: Barlows had lowered their quotation for replacement fencing to £718 plus VAT. Cllr Pratt proposed acceptance of the quotation and this was agreed.

Cricket pitch: Cllr Pratt had met Mr Plumridge to discuss the possibility of preparation of the cricket pitch for the coming season and proposed that the Council spend up to £500 on the initial preparation. Thereafter Mr Draper and Mr Cherry were willing to look after it. This sum was agreed on the basis that it was a one-off contribution for this year only in readiness for Lamb Ale and as an aid to the long-term establishment of the cricket team, and that no ongoing maintenance of the cricket pitch by the Council be implied for future years.

Gang mowing of field: Ady Podbery had submitted his annual quotation for mowing and weed and feed treatment: the quotation was accepted.

Use of football pitches: The junior team’s season would end by Easter; it was not known when the last adult game would be.

Greens and non-field mowing: Cllr Pratt was trying to organise initial cuts as both he and Mr Harrison would be away for three weeks. It was agreed that if this could be arranged payment should be at the going rate.

Felling of chestnut tree, area behind scout hut: Cllr Pratt was liaising with Mrs Nicholson about access, which would have to be via the Park.

(iv) Other

Hedge trimming, Gravel Pit field: the hedges alongside Mill Lane and Crowcastle Lane had been trimmed and Cllr Tylor said there would be no charge and was thanked.

5. Village Greens

South Green: Cllr Pratt had written to Mr and Mrs Hessler and had received a response. The Council would reply in order to clarify various misapprehensions.

7. Website, fibre optic provision

Fibre optic broadband provision, approach from Gigaclear: Cllr Charlesworth had met Gigaclear and reported that their business plan appeared to be in the interests of the community. It was important for the Parish Council to remain impartial on this matter and therefore it had been agreed that Cllr Charlesworth would withdraw from all further discussions and an independent group should be set up to take this forward with Bletchington.

8. Planning

Separate report circulated at the meeting to be filed with the approved minutes.

Planning applications from smaller properties: Cllr Macbeth had met a Conservation Officer from Cherwell District Council. The Parish Council's views could be supported by reference to the existing policies in the Cherwell Local Plan 1996 and in the current Local Plan (2006 – 31) submission which retained relevant policies from 1996. Proposed extensions to listed buildings or buildings in conservation areas should be minor and sympathetic to the setting.

9. Correspondence

Dorchester Group's invitation to Parish Councils in Cherwell District to discuss a potential Neighbourhood Plan comprising up to sixteen of the parishes surrounding the Heyford Park development: Cllr Macbeth suggested it would be worth while seeking the views of Bletchington PC and it was agreed she would contact the Clerk.

Mill Lane: a resident had requested information on how to improve the lane surface. It was agreed the Council could not assist and the Clerk was asked to respond.

10. Finance

Accounts status and payments: separate report circulated at the meeting (to be filed with the approved minutes). The Finance Committee's approval of reimbursement to Cllr Charlesworth of approximately £54.40 for the website's annual hosting cost was noted.

11. A.O.B.

The Clerk should remind Councillors of the 24th April deadline for submitting nomination papers for candidacy in the Parish Council elections.

Cllr Macbeth would contact Mr and Mrs Bradley about the hedge alongside the Bletchington Road.

Signed **D R Pratt** Chairman

Date **8th April 2014**

Agenda Item 8 - Planning report

NEW INFORMATION FOR MARCH 2014 MEETING

Name Mr and Mrs Emmott, Applications Nos 13/01884/LB and 13/01883/F
Location Foxtownsend Farm, Heyford Road
Proposal Replace existing extension on North elevation, remove and infill 2 light windows on N and W elevations, internal alterations.
Parish Council *No objection*
CDC *Permission granted 14th February, Welsh slates to be used, 1:20 dwgs to be approved of door and window details*

Name Mrs Sally Nicholson, Application No 14/00017/TCA
Location Land adjacent to Scout hut; Kirtlington Park
Proposal Works to trees adjacent to Scout hut - includes fell 2 x horse chestnuts + 1 x oak trunk; maintenance work to 3 x oaks in southern section Kirtlington Park; maintenance to trees in northern section Kirtlington Park by Kirtlington Park House include fell 1 x sycamore.
Parish Council *No objection*
CDC *Permission granted 17th February*

Name Mr and Mrs Roskelly, Applications Nos 13/01953/F and 01954/LB
Location Manor House, South Green
Proposal Alterations to previous consents (13/00019/F and 00020/LB), as modified by consents 13/01261/F and 01262/LB.
Parish Council *Objection*
CDC *Decision awaited*

Name Kirtlington Park Ltd, Application No 13/01886/LB
Location Kirtlington Park House, Kirtlington Park
Proposal 4th floor: West Suite of rooms - alterations including fit fire door & improve insulation & electrics; Central Suite of rooms - ditto
Parish Council *No objection*
CDC *Permission granted 18th Feb., applicant provided revised schedule of works and plans 27th Jan.*

Name Mr Tony Kerry, Application No 14/00061/TCA
Location The Rectory, Troy Lane
Proposal H1 x Beech, reduce height by 3m; H2 x Hawthorn, reduce height to previous pruning point; T1 x apple, remove the 2 over extended branches in upper canopy and rebalance
Parish Council *Comments deadline Thurs 13th March*

Name Mr and Mrs Lettmann, Application No 14/00211/F
Location Flagstones, Troy Lane
Proposal Two storey extension and enclosed new porch. Re-submission of 13/01760/F
Parish Council *Comments deadline Thurs 20th March*

Name Mr Charles Budgett, Application No 14/00060/F
Location OS Parcel 4814, Park Farm, Akeman Street
Proposal Variation of condition 8 of 08/02545/F – change of use from B1 office to new dwelling
Parish Council *Comments deadline Mon 31st March*

Agenda Item 10 - Financial report

1. ACCOUNTS STATUS

| | |
|----------------------------|------------------|
| Current a/c at 27 Feb 2014 | £3,306.28 |
| Subtract unbanked cheques | 0 |
| | <u>£3,306.28</u> |

| | |
|--------------------------|-----------|
| Saver a/c at 27 Feb 2014 | £3,428.77 |
|--------------------------|-----------|

£30,000 transferred to C/Ac on 13th Feb ref payment to Paul Barber Windows (Village Hall refurbishment)

2. PAYMENTS / RECEIPTS

PAYMENT APPROVED AT KPC on 11th February, made after meeting:

| | | |
|---------------------|------------------|---|
| Paul Barber Windows | £38,682 incl VAT | Village Hall - Supply & fit new windows and doors |
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RECEIPTS

| | | |
|----------------------------|---------|---|
| 4 th March 2014 | £32,235 | Viridor Credits grant payment for Paul Barber Windows |
|----------------------------|---------|---|

MARCH CHEQUE PAYMENTS

| | | |
|--------------------------------|-------------------|---|
| OALC subscription | £183.40 | Annual subscription incl VAT |
| R M Bone | £6.22 | Reimburse cost Signed For postage payment to Paul Barber Windows |
| KVHMC | £9.60 | Room hire 11th Feb |
| S R Barrett | £317.10 | Toro mower service & winter repairs |
| Tapper Interiors Ltd | £10,800 | Village Hall refurbishment: new ceiling, decoration and wall lining |
| ORCC | £50 | Annual subscription incl VAT |
| Oxford Conservation Volunteers | £100 | Autumn 2013 conservation work |
| KVHMC | £4.80 | Room hire 25th Feb |
| Total £ | £11,471.12 | |

FURTHER MARCH PAYMENT DUE

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|-----------------|--|
| Spratt Endicott | Professional fees as approved at KPC on 25 th February 2014 |
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3. QUOTATIONS for approval

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|-------------|---------------|---|
| Ady Podbery | £77 plus VAT | gang mow sports field, per cut |
| " | £226 plus VAT | weed treat football & cricket square + outfield |