

**KIRTLINGTON PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held in the Village Hall 11<sup>th</sup> July 2017**

**Present:**

D.R.Pratt (Chairman), Dr. H.Macbeth (Vice Chair), D.Richardson, S.Tyler, Mrs.K.Fry.  
In attendance: J.East (full time)

1. **Apologies:** S.Jenkins, R.Sadler, Mrs.R.Powles (Clerk),  
Ms. C.Griffiths (OCC Councillor), I.Corkin (CDC Councillor)
2. **Declarations of Interest:** H.Macbeth re. 1 Southend Cottages.
3. **Approval of Minutes:** the minutes of 13<sup>th</sup> June 2017 were approved and signed.
4. **Parish Council Sub-Committees:** Planning Sub-Committee remains unchanged.
5. **Parish Council Representatives:** Police Liaison S.Tyler, Fuel&Wicker Trust J.Haynes
6. **Parish Council Vacancy:** It was proposed to co-opt Mrs. K. Fry and the proposal was agreed nem con.
7. **County Councillor Report:** Cllr Griffiths had sent a memo. Cllr Pratt read excerpts: that OCC will keep its entire network of seven Household Recycling Centres, with a change in management contract; that OCC's new minerals and waste core strategy is set to be adopted; short discussion of routing of lorries to waste sites.  
**Other OCC matters, *Re. lorries going through the village*,** parishioners continue to monitor this and, after another short period of problems, reports that it is bad again have not been received. However, one parishioner will take notes and photos at a place along the main road, if she perceives it as bad again. ***Re. buses:*** Cllr Macbeth mentioned some delays due to the width of the new buses, but emphasised the importance for the village of retaining the 25a bus. Mrs. Shackleton had attended the recent Parish Transport Reps Meeting, of which much had been devoted to discussions by parishes that had lost their bus service.  
**Other infrastructure (not directly an OCC matter): *Sewerage:*** another blockage of our main sewer was reported and cleared. A parishioner has added the information into records of our sewerage problems. Cllr Pratt has taken over collation of the individuals' letters of consent to report their problems to the Consumer Council for Water. He will complete this task. ***Low water pressure:*** there have also been individual reports of low water pressure around the village with individuals generally not aware of others having problems. This is apart from an acute problem discussed on Facebook. The issue will now be publicised via Facebook and Village News.
8. **Progress Reports:** none
9. **Highways safety:** Cllr. Pratt had been in touch again Mr. Kirkwood of OCC Highways who had not yet got back to him. Cllr Richardson reported on an incident last week when a van had mounted the pavement and almost hit a child, who was fortunately unhurt. A passing motor cyclist got details, reported the incident and the police had followed it up and caught the driver.
10. **Parish Council Assets:** Cllr. Sadler's work was received and much appreciated. The list was agreed. He had made a supplementary note re. Urgency. It was suggested that each Parish Councillor should review the main list and let the Finance Committee know what each perceived as order of priorities, rather than wait for September meeting.
11. **Village Greens: *Clearer sign for direction to the church:*** Cllr Pratt will get quotations for something similar to a sign seen in Bletchington. ***Re. bollards,*** it was noted that the situation currently seems improved. Cllr Tyler commented on the cost of installing bollards and it was agreed that in view of that cost and the improved situation, the Council would not go ahead at this point. ***Re. state of the grass,*** Cllr Pratt repeated his suggestion that reseeding could be a task for a Community Service team, involving work breaking up hard earth. Cllr Macbeth still has to reach someone with regard to churchyard work for a CS team, which is relevant to asking if we can book a team, and explained why it is preferable to have several tasks at the same time, as there can be delays in getting a date for a team to come.

**12. Village Hall and Sports field:**

- (i) ***VHMC meeting:*** Cllr Pratt had attended and had nothing exceptional to report;

- (ii) Sports Field: The original plans for the low wall at west end of hall were modified following a meeting on site of Parish Councillors since last Parish Council meeting. The modified work was carried out during the fete plus extra days. The vertical stone chockers still needed to be cemented in and meanwhile were a hazard. Cllr Richardson agreed to move the bins slightly forward and repair the fence up to the wall. The continuous work that Brian Cherry and Jim Draper do on the field was strongly appreciated and it was agreed that a public record of thanks should be put in the Village News. Cllr Macbeth with Cllr Fry will draft something for the Village News and website. Poor communication to them prior to some work on a cricket square was regretted and Cllr Pratt had made this clear at the School. The School bursar, Ms. Haynes, will write an email of apology and phone Mr. Draper and Mr. Cherry.
- (iii) Play area: This year's safety inspection by ROSPA has been booked for July.

**13. Planning:**

- (i) MCNP: The professional Traffic survey results had only been received that day. Cllr Macbeth explained that at one level these data are to fit in with other surveys around the MCNP area, but that Cllrs Richardson and Macbeth had ideas about other cross-referenced analyses with older surveys (if time!). Cllr Richardson noted the number of speed violations recorded for HVGs. It was agreed that we needed more time to review these data before further discussion.  
The *public consultation period of the MCNP* will start on 7th August. Cllr Macbeth and Ms Marsh will attend a MCNP Forum meeting on 13<sup>th</sup> July. On Local Green Space submissions, the Parish Council will submit 8 sites when the time comes to respond to the Local Plan 2. However, the Council voted (3 in favour, 2 abstentions) that it was important to be cooperative with MCNP and agree to their request that Kirtlington reduce to 5 sites, consistent with their Local Green Space decisions, so that the MCNP could progress with its plan to be ready for the public consultation period. Cllr Macbeth will relay this decision to the MCNP Forum at the meeting on the 13<sup>th</sup>.
- (ii) CDC Parish Liaison Meeting: Cllr Macbeth apologised that she had not completed a full report on this, but suggested that one thing was urgent: Local Plan 1 Review (Oxford 'overspill') is about to go for consultation from 17<sup>th</sup> July to 29<sup>th</sup> August, with a schedule of public meetings. Local Plan 2 is now likely to go to the Executive in September.
- (iii) Monthly Planning Applications Schedule: Application for 5 dwellings at Akeman Spinney had been withdrawn; appeal against CDC refusal of 10 dwellings south west of Woodbank has been lodged; the Parish Council expressed a preference that a shed and greenhouse in garden of Manor House be north of the ha-ha to respect division between domestic and agricultural land use; application for hard surface on section of green verge along Heyford Road should not be supported.

**14. Correspondence:** Cllr Pratt had received a request from Islip to share in the £4,000 cost of a speed monitor. Apparently Bletchington and Weston on the Green had already expressed an interest. It was agreed that Cllr Pratt would 'express an interest', but Councillors did envisage some problems with this. Islip has set up a 20 mph limit in their village. The Islip note continues with information on how a Parish can use the data in informing the Police.

**15. Finance:** *Monthly receipts and payments.* The July payments schedule was approved at a total of £4,285.81.

**16. Matters for a future agenda:** The Parish Council mower.

**17. Date of Next Meeting:** Tuesday, 12<sup>th</sup> September 2017.

Cllr Pratt allowed Mr. East to speak, who first raised the issue of cutting back hedges and verges. He then asked Cllr Macbeth if the MCNP had considered a site for travellers with the MCNP area. Cllr Macbeth said she would ask at the Forum meeting.

The meeting closed just before 9pm.

Signed ***D R Pratt***

Chairman

Date ***12.9.17***

**Agenda Item 13 (iii) – Planning Application report**

**17/00147/TCA**

**Orchard Field House, Park Close - Fell 1 x apple tree**

KPC – objection. Planning condition 10 for the original permission, 12/00027/F required the retention of three apple trees, of which this is one. Also, the application does not show clearly which tree it is nor which garden it is in.

CDC OBJECTION, 15<sup>th</sup> June. – detrimental to character of the local conservation area.

**17/00666/LB**

**AMENDMENTS – Old Vicarage, Church Lane – Mr and Mrs Rao.**

Internal alterations and refurbishment of existing house, including minor amendments to internal layout, alterations to floors and levels, amendments to doors, refurbishment and decoration of windows, new fireplace surrounds and hearths, modernisation of existing kitchens and bathrooms including new extracts, new obscure glazed roof light over new wc, new solar PVT panels to south facing roof slope and new stone slabs to existing parking forecourt.

This follows the withdrawal of 17/0665/F (installation of solar panels to south facing roof and new stone slabs to parking area).

KPC - No further comments to those of 4<sup>th</sup> May.

CDC – Decision awaited

**17/00918/F**

**Single storey side elevation conservatory | Appletreewick Heyford Road OX5 3HS – Ms Louise Fleming**

KPC - No objection email.

CDC Permission granted 26<sup>th</sup> June

**17/01023/F**

**Single storey extension to provide essential staff accommodation for a groom | Barn House Kirtlington Stud  
Crowcastle Lane OX5 3EU**

KPC - No objection

CDC – Decision awaited.

**17/00982/LB**

**Conversion of barn into ancillary domestic accommodation; replacement of front and back doors to house;  
installation of new gate - re-submission of 16/01936/LB | Foxtownsend Farmhouse Heyford Road OX5 3HS**

KPC - No further comment beyond those ref 16/01936/LB.

CDC – Decision awaited

**17/00916/F**

**Akeman Spinney Heyford Road Kirtlington Kidlington OX5 3HS**

Demolition of existing dwelling, erection of 5 dwellings, closure of existing vehicular access and opening of new, and all associated works

**APPLICATION WITHDRAWN**

KPC – supports in principle, suggests 4 properties or 5 small might serve the site better to avoid potential overdevelopment; arboricultural survey is inadequate, a fully compliant survey should be produced and a tree retention/management plan should be produced; plans for the future maintenance of the spinney should be provided.

**17/00175/TCA**

**T1 x Walnut - Fell | The Forge North Green Kirtlington Kidlington OX5 3JZ**

KPC - Email objection sent 14<sup>th</sup> June – tree largely healthy, an updated tree survey should be supplied (the application is based on survey of August 2016), tree probably only needs judicious pruning to rebalance, and even if left as standing deadwood is unlikely to fall over, so would not be a hazard.

CDC - Permission granted 16<sup>th</sup> June.

**17/00974/F**

**Demolition of existing dwellings and erection of a replacement dwelling | Winterlake Springwell Hill Bletchingdon Kidlington OX5 3HG. Mr and Mrs Eilbeck**

KPC - No objection – bat survey needed, include accommodation for swifts,  
CDC – Permission granted 3<sup>rd</sup> July.

**17/01105/F**

**Erection of cartshed; erection of shed/store; erection of greenhouse and associated landscaping. | Manor House South Green Kirtlington Kidlington OX5 3HJ**

KPC – no objection in principle but prefers shed/store to be located north of ha-ha, to respect the historic division between domestic and agricultural land uses.

CDC – Decision awaited

**17/00200/TCA**

**T1 x English Oak - Crown reduction of up to 6.0m and 5% Crown thin. | Park House Bletchingdon Road Kirtlington Kidlington OX5 3HF**

KPC – No objection

CDC – Permission granted 4<sup>th</sup> July

**17/01160/F | Two storey rear extension | Bramley Cottage Heyford Road Kirtlington OX5 3HS**

KPC – no objection.

CDC – Decision awaited

**16/02295/OUT Land South West Of Woodbank, Mill Lane, Kirtlington,**

**Erection of 10 No dwellings - Mr and Mr King**

**RYEFURLONG APPEAL LODGED – 16<sup>th</sup> June 2017 (no further information at 11<sup>th</sup> July)**

KPC Comments sent Weds 25<sup>th</sup> Jan

CDC Determination by Planning Committee, Thursday 16<sup>th</sup> Feb: permission refused.

16<sup>th</sup> June 2017 – appeal lodged.

5<sup>th</sup> July 2017 – Tom Plant advises PINS delay on all appeals at present.

**17/01307/F | Change of Use of part of grass verge to provide new hardstanding with dropped kerb for parking of one vehicle; demolition of existing conservatory (approx 40 cubic metres) and erection of a new single storey extension to living area | Ashcombe Cottage Heyford Road Kirtlington Kidlington OX5 3HS**

KPC to comment by Weds 19<sup>th</sup> July for CDC deadline Fri 21<sup>st</sup> July

CDC = Richard Sakyi

**17/01197/LB | Restoration of collapsed wall bordering Church Lane | Manor House South Green Kirtlington Kidlington OX5 3HJ**

KPC to comment by Mon 24<sup>th</sup> July

CDC = Michael Sackey

**17/01415/F | Demolition of existing rear extensions and store and erection of new single storey extension to rear (revised scheme of 16/02278/F) | 1 South End Cottages Bletchingdon Road Kirtlington Kidlington OX5 3HF**

KPC to comment by Weds 26<sup>th</sup> July for Fri 28<sup>th</sup> July

CDC = Michael Sackey

## KPC 11th July 2017 - Agenda Item 15 - Finance: Payments schedule

### Bank statements at 29 June 2017

<b>Current a/c at 29 June 2017</b>	<b>£34,839.62</b>	<b>includes first half of Precept at £12,000 and CTR grant of £368.68</b>
<b>Saver a/c at 30 Dec 2016</b>	<b>£3,436.95</b>	<i>Unchanged since last statement</i>
	<b>£38,276.57</b>	
Unbanked cheques	<b><u>£0.00</u></b>	
	<b>£38,276.57</b>	

### To note: June 2017 Payments (detail)

R M Bone	£ 475.00	Re-imbure cost new KPC laptop / mouse / set-up (approved at KPC 21st July 2015)
Community First Oxon	£ 55.00	Annual subscription
MEH Services	£ 252.18	Mowing (May) and reimburse 2 x drive belts for Toro
Ady Podbery	£ 391.20	Sports Field mowing, May
KVHMC	<u>£ 28.00</u>	Room hire 9th May, Hall hire 24th May
	<b>£ 1,201.38</b>	

### For approval: July 2017 payments

R M Bone	£ 2,416.32	Clerk's salary 10th April - 11th July 2017, Employee NICs deducted
R M Bone	£ 51.98	Reimburse expenses - Staples envelopes, HP printer cartridges
HMRC	£ 110.04	Combined Employer and Employee NICS for last quarter/
Banbury Turf	£ 1,092.00	Play bark (sports field Play Area) June 2017
J P Draper	£ 55.47	Reimburse petrol for sports field machines
MEH Services	£ 60.00	Mowing, June 2017
Ady Podbery	£ 489.00	Mowing sports field June 2017 - 5 cuts
KVHMC	<u>£ 11.00</u>	Room hire (presume June)
	<b>£ 4,285.81</b>	

### To note: other payments since KPC meeting 9th May 2017

Zurich Municipal	£ 845.39	Annual Council cover - approved at May KPC.
Greenscape Inspires	£ 120.00	23rd May
Greenscape Inspires	£ 120.00	6th June
Greenscape Inspires	£ 120.00	20th June
Greenscape Inspires	£ 120.00	4th July