

## KIRTLINGTON PARISH COUNCIL

### Minutes of the meeting held in the Village Hall on Tuesday 12<sup>th</sup> February 2013

Present: J A B Charlesworth, Ms A Kennedy, Dr H Macbeth, D Pratt (Chairman), Mrs R M Powles (Clerk),  
S Tylor, Cllr T Hallchurch (Oxfordshire CC, during Item 6)  
Apologies: Cllr S Holland (Cherwell DC), Miss S van Loen, R Sadler

#### 1. Minutes of the meeting held on 8<sup>th</sup> January 2013

These were signed as a correct record.

#### 2. Matters arising from the minutes

Affordable Housing: ORCC was not yet in a position to draw up the Register of Interests questionnaire.

Coach and bus damage to North Green: the Clerk was asked to write to Heyfordian Travel.

Dog bins: Cherwell DC had confirmed that Parish Council had two bins only: the two at the Quarry were the responsibility of CDC's Landscape Services department. Cllr Pratt had arranged a visit by the Dog Warden who would install yellow anti dog-fouling signs in Gossway Fields and Hatch Way. The article in the Village News should be repeated and another should be posted on the website. For the time being the Council would not purchase new bins because of the additional annual fee for clearance which was costed per visit.

#### 3. Declarations of interest

Cllr Tylor left the meeting during Item 2.

#### 4. Reports

Covered elsewhere.

#### 5. Gravel Pit field

An unknown person had fixed a padlock and chain to the gate; it was agreed this should be removed and replaced by the Council's padlock and chain.

#### 6. Village Hall, Play Areas and Sports Field

Village Hall: Cllr Kennedy reported that quotations were being sought for the refurbishment of the ladies' lavatories.

Play Area improvements: Cllr Pratt confirmed that the Hazel Room could be used for temporarily storing the new Play Area equipment during the installation process. The floor should be photographed beforehand and protected. Playdale would not carry out the preparatory work for the surface of the extended area (removing the grass and laying a weed-control membrane) and it was agreed the fencing and surfacing here should be done after the installation of the new equipment. Cllr Charlesworth would inspect the site in order to assess whether removal of the turf would be more efficient by hand or with a digger. A skip might be needed for the turfs.

Roman Close play area: Trumans had reported they were chasing confirmation of the transfer from Bloor Homes.

Cllr Macbeth reported on discussions between the Youth Club and the sports field users about the position of a possible junior seven-a-side pitch for use from September.

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*Cllr Hallchurch joined the meeting and gave his report: he thought the Cherwell DC element of Council Tax would remain the same, but the county element might increase. The current County Councillor fund for local highways improvements was about to end but a further sum had been allocated for the new financial year: this was intended for maintenance, not new projects.*

**7. Greens / Pond Wall**

Pond wall: a section about a metre in length had collapsed. Cllr Pratt had obtained a quotation from Tom Hazzledine for the repair at £770 and it was agreed to ask Mr Hazzledine to carry out the work.

South Green: there had been some improvement in the parking problem following correspondence with residents.

**8. Footpaths**

Cllr Macbeth summarized her discussions with a local Probation Service Placement Manager about the possibility of engaging a Community Service team for heavy-duty footpath maintenance work. The Placement Manager thought the clearance of mud in Molly Minns Lane would be an appropriate Community Service task, and it was agreed Cllr Macbeth should take the matter forward. A skip would probably be needed for the excess soil and debris.

**9. Planning**

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

Manor House, South Green: the Council discussed the revised applications and the Clerk was asked to submit the Council's response to Cherwell DC.

The Lodge, Bletchington Road: an appeal had been submitted (ref: APP/C3105/A/13/2190212) against the refusal of planning permission (Application 12/01255/F) for the construction of a two-storey dwelling in the garden. It was agreed the Council would write to the Planning Inspectorate to confirm it stood by its original objections.

**10. Correspondence**

Churchyard maintenance: Mr Hazzledine had also quoted for repairing a section of the churchyard wall: the quotation should be forwarded to the PCC for their information and the Council should state its understanding was that it had no responsibility for this repair.

Kirtlington Charities: the Council had confirmed with Mrs Mowat that Mr Haynes remained the nominative trustee until he chose to resign, the Revd Hemmings was the ex officio trustee and Mrs Mowat was the co-optative trustee; Mrs Samworth acted as an advisor.

**11. Finance**

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

Sports field mowing: Mr Podbury's quotation for the new season's work was approved.

North Green oak: Sylva's quotation to fell the tree was approved.

**12. A.O.B.**

Lamb Ale: Mr W Hebborn had telephoned to confirm Hebborn's would attend and provide dodgems.

Elm tree sites: Cllrs Pratt and van Loen would agree on the exact sites so that KWACS could arrange the planting.

Salt sales: Cllrs Pratt and Charlesworth each owed £10 for bags of salt.

Signed **David Pratt** Chairman

Date **12<sup>th</sup> March 2013**

## KPC MEETING 12<sup>th</sup> February 2013

### Agenda Item 9 - Planning report

#### NEW INFORMATION FOR FEBRUARY 2013 MEETING

Name Mr and Mrs J Scott-Lee, Application No 12/01654/F  
Location Park House, Bletchington Road  
Proposal Construction of Manege  
Parish Council *No objection*  
**CDC** *Permission granted 15 Jan*

Name Mr J and Mrs P Haynes, Application Nos 12/01721/F  
Location The Nutlands, Bletchington Road  
Proposal Garden store to serve The Nutlands and Cob Cottage and extend existing close boarded fencing with gate along joint boundary.  
Parish Council *No objection*  
**CDC** *Permission granted 5 Feb.*

Name Mr J and Mrs Mr Roskelly, Application Nos 13/00019/F and 13/00020/LB  
**Location** **Manor House, South Green**  
Proposal Refurbishment of and extension to existing Manor House and Coach House including internal alterations, general window repairs, loft conversion, dormer windows, new staircase, insertion of flue pipe, insertion of new roof lights and windows, conversion of attached barn to habitable accommodation and ancillary development, including new entrance gates. Erection of new dry stone walling and installation of pool house / changing room - resubmission of 12/01364/LB and 63/F.  
**Parish Council** *KPC response due 14 Feb.*

Name Mrs Julie French, Application No 12/01810/F  
Location 16 Park Close  
Proposal Loft conversion with associated velux windows and dormers, new patio door in existing window opening and new chimney  
**Parish Council** *KPC response due 14 Feb.*

Name Mr and Mrs M Roskelly, Application No 13/00034/TCA  
Location Manor House, South Green  
Proposal FELL: 2 x apples, 1 hazel, 6 x hollies, 1 x lilac, 1 x elderberry; CROWN CLEAN 2 x sycamores  
**Parish Council** *KPC response due 21 Feb.*

Name Mr J and Mrs P Haynes, Application Nos 12/01698/LB and 12/01722/F  
Location Cob Cottage, Bletchington Road  
Proposal Removal of garage doors, conversion of integral garage to habitable accommodation  
Parish Council *No objection*  
**CDC** *Permission granted to both 5th Feb.*

#### CDC advice, ltr 4th Feb:

**Mr Robert White / The Lodge, Bletchington Rd is appealing against CDC's refusal of his application to build a 4 bedroom 2-storey house in his garden. Comments to be submitted direct to the Planning Inspectorate, deadline Thurs 14th March.**

**Does the Parish Council want to submit comments?**

## KPC MEETING 12<sup>th</sup> February 2013

### Agenda Item 11 - Financial report

#### 1. ACCOUNTS STATUS

Current a/c at 30 Jan 2013	£9,732.35	
Subtract unbanked Jan chqs	(£5,555.42)	Playdale deposit included in this sum
	<u>£4,176.93</u>	

Saver a/c at 28 Dec 2012 (statements only quarterly)	£17,890.41	incl £2.32 interest for last quarter
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#### 2. PAYMENTS / RECEIPTS

##### JANUARY PAYMENT MADE

Playdale	£5501.42	50% deposit incl VAT, order approved at Jan KPC
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##### FEBRUARY PAYMENT MADE

PWLB	£758.75	Direct debit Loan repayment on 7 Feb, loan balance outstanding = £5,333.51
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##### FEBRUARY PAYMENTS DUE

D R Pratt	£103	Reimburse out of pocket exps: spray paint / macadam etc
A J B Charlesworth	£37.74	Reimburse website hosting fee
CPRE	£29	Annual subscription
ORCC	£45	Annual subscription (at 10% disc)
KVHMC	£9.60	Room hire January
TOTAL CHQS	<u>£224.34</u>	

#### 3. QUOTATION FOR SPORTS FIELD MOWING 2013:

Ady Podbury has quoted £75 plus VAT per cut, increased from £72 plus VAT per cut, on the same terms as last year. Weed and feed if wanted is quoted at £226 plus VAT, increased from £218 last year.

Sports field mowing sometimes starts in early March.

#### 4. SYLVA QUOTATION to fell North Green oak:

£110 plus VAT to fell tree, log, chip and remove oak branches. Sustainable Kirtlington will not be cheaper.