

KIRTLINGTON PARISH COUNCIL

Minutes of the meeting held in the Village Hall on Tuesday 12th November 2013

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

1. Minutes of the meeting held on 8th October 2013

These were signed as a correct record.

2. Matters arising from the minutes

Warning signs to entry/exit from Village Hall car park and at east end of Mill Lane: the quotation from Archer Safety Signs was approved with an additional No Dogs sign for the sports field play area.

3. Declarations of interest

None.

4. Reports

Community Service team: Cllr Macbeth reported they had completed the bramble root clearance alongside the car park. Cllr Tylor would help Cllr Pratt remove the debris.

Oxford Conservation Volunteers: the team had laid half the Tinker's Ditch hedge and had helped KWACS members with pond clearance. The Clerk would ask if they were available for more work before the spring nesting season.

Airport liaison: Cllr Sadler said that total movement at Kidlington airport was 12% down on the previous year, and in particular there was less movement of jets and helicopters.

5. Village Hall, Play Areas and Sports Field

(i) Village Hall: Cllr Sadler confirmed that the Lottery had awarded a grant of £10,000 for the refurbishment of the lavatories. The electrical work would begin before Christmas and the other work was scheduled for the New Year, and the main hall would have to be closed then for three weeks.

(ii) Play Areas

Roman Close Play Area: Cllr van Loen had made initial enquiries about the cost of installation of a see saw and the associated surface works. A parishioner had suggested a gardening space for children. It was agreed Cllr Pratt should liaise with residents and arrange a meeting for them with the supplier company Playdale so that all the options could be discussed.

(iii) Sports Field and adjacent

Horse chestnut, southern end: Mrs Nicholson had contacted Cllr Pratt to say the tree would be felled.

Cedars and trees alongside Molly Minns Lane: the cedar by the churchyard had dropped a large branch shortly before the previous meeting. Since the meeting the Finance Subcommittee had agreed an arboricultural health and safety inspection of all these trees was a matter of urgency and had approved the quotation of £880 plus VAT from Sylva for the inspection.

Small oak in car park: the roots of one small oak had been destabilized and Sylva had suggested this was because of honey fungus and recommended removal. Cllr Pratt and the Clerk would remove the tree.

Sports wall graffiti: the cost of graffiti removal by a specialist company, at over £1,000, was considered too great. Cllr Pratt proposed the wall should be painted and Graffiti Magic applied, Cllr Sadler seconded the proposal and a budget of approximately £1,000 was agreed. Cllr Pratt would seek advice on applying any paint in winter temperatures.

6. Grit bin and salt provision

The County Council had confirmed it would fill smaller bins than the standard Glasdon “Nestor” design. Subject to confirmation of the locations by Cllr Sadler it was agreed the Parish Council should order one large bin at £179.12 and three smaller bins at £141.05 each.

7. Planning

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

8 Correspondence

Parish Council liaison meeting, 13th November: Cllr Macbeth and the Clerk would attend.

OCC probable service cuts, meeting organised by ORCC, 21st November: Cllr Macbeth would attend.

South Green parking: an enquiry had been received as to whether a removals van could park on South Green opposite Padbury House. It was agreed this was acceptable as an exception, but the enquirer should repair any damage to the green.

A parishioner had asked if it was appropriate for the Parish Council to provide a defibrillator. The Council agreed it was not, as it felt the time spent accessing a defibrillator, which would have to be stored in locked premises, would be better spent dialling 999 for an ambulance.

9 Finance

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

10. A.O.B.

Signed ***Helen M Macbeth*** Vice Chair
Date **10th December 2013**

KPC MEETING 12th November / 8th October 2013

Agenda Item 7 - Planning report

Name	Mr M Roskelly, Application No 13/01260/LB
Location	Manor House, South Green
Proposal	Minor alterations to old fireplace. Existing bathroom - close off one doorway, open previously blocked doorway
Parish Council	<i>No objection</i>
CDC	<i>Permission granted 10th Oct</i>
Name	Mr and Mrs D Birney, Application No 13/01392/F
Location	5 Roman Close
Proposal	Ground floor extension to form new entrance lobby
Parish Council	<i>No objection</i>
CDC	<i>Permission granted 24 Oct.</i>
Name	Thames Formwork Ltd, Application No 13/01467/F
Location	Dashwood Arms
Proposal	Covered seating area (retrospective)
Parish Council	<i>No objection</i>
CDC	<i>Decision awaited</i>
Name	Mrs Celia Hawkesworth, Application No 13/00285/TCA
Location	Woodbine, Troy Lane
Proposal	2 x yews - crown lift lower canopy etc
Parish Council	<i>No objection</i>
CDC	<i>Decision awaited</i>
Name	Mrs Ruth Powles/Kirtlington Parish Council, Application No 13/00304/TCA
Location	South Green Kirtlington / Village Hall car park
Proposal	Norway maple - crown reduce by 30%, lime - crown reduce by 25% and crown raise to give 2 m clearance; cherry - crown reduce by 25% and crown raise to 2.5m.
Parish Council	<i>No comment sent</i>
CDC	<i>Decision awaited</i>
Name	Mr and Mrs Emmott, Applications Nos 13/01218/F and 1219/LB
Location	Foxtownsend Farm, Heyford Road
Proposal	Conversion of barn to ancillary domestic use; insertion of 6 conservation rooflights, re-use of Welsh slates south pitch; new Welsh slates north pitch; removal of cross wall, replace timber lintels with stone
Parish Council	<i>No objection at Sept KPC</i>
CDC	<i>Permission granted 24th Oct, barn for ancillary accommodation only, not for sale, lease or use as independent dwelling unit.</i>
Name	Mr Peter Forsyth, Application No 13/00311/TCA
Location	South Green House, South Green
Proposal	G1 x 9 elms - fell; T1 x Ostrya Carpinifolia - crown raise and crown reduce, remove deadwood
Parish Council	<i>Comment due by 15th Nov</i>
CDC	<i>Decision awaited</i>
Name	Mrs Antonia Sim, Application No 13/00318/TCA
Location	Oak Cottage, Heyford Rd
Proposal	Purple plum - crown lift, crown reduce
Parish Council	<i>Comment due by 19th Nov.</i>
CDC	<i>Decision awaited</i>
Name	Mr M Roskelly, Application No 13/01261/F
Location	Manor House, South Green
Proposal	Modifications to consents for 13/00019/F & 13/00020/LB: Raise eaves height north side of manor/barn link by 297mm, additional dormer to north roof slope of manor.
Parish Council	<i>No objection</i>
CDC	<i>Permission granted 1st Nov.</i>
Name	Mr M Roskelly, Application No 13/01262/LB
Location	Manor House, South Green
Proposal	Modifications to consents for 13/00019/F & 13/00020/LB: Raise eaves height north side of manor/barn link by 297mm, additional dormer to north roof slope of manor, alterations to existing en suite bathroom - new door opening and blocking of existing doorway
Parish Council	<i>No objection</i>
CDC	<i>Permission granted 1st Nov, samples of stonework etc to be approved, close archaeological monitoring required..</i>

KPC MEETING 12th November 2013

Agenda Item 9 - Financial report

1. ACCOUNTS STATUS

Current a/c at 29 Oct 2013	£19,085.56	
Subtract unbanked Oct chqs	(£1,368)	S R Barrett, Ady Podbery, J E Miller
	<u>£17,717.56</u>	
Saver a/c at 29 Oct 2013 (statements only quarterly)	£33,425.42	includes transfer from Current account to form reserve fund

2a. PAYMENTS / RECEIPTS

Payments already approved but paid after October meeting

J E Miller £1,080 Oak gate and posts, sports field

NOVEMBER RECEIPT

Pitch hire fees £50 (James Maskell) 5 matches Sept and October

NOVEMBER PAYMENTS

MEH Services	138.93	Mid October mowing and fuel
MEH Services	75	Final mowing
KVHMC	9.6	Room hire 8 October
Ady Podbery	180	Field mowing October
Alfred Truman	666.32	Additional insurance
R M Bone	9	Postage
Total	£1078.85	

QUOTATIONS

Archer signs £189.42 Safety and Play Area signs
Glasdon UK £423.15 (Assume) 3 x Slimline grit bins at £141.05 each including delivery

2b. Note on Play Area refurbishment costs / income to date (no change from October KPC)

	PAID/received	DUE
Playdale equipment	£8,608.51	(excluding VAT which has been reclaimed)
Additional fencing	£627.29	(C Brinkworth)
Weed control membrane &c	£112.53	(D R Pratt)
Additional play bark	£1170	(for whole area incl VAT: approx 50% bigger than previously)
<i>Repair to large swing?</i>		<i>Tba</i>
Overnight storage	£15	(KVHMC, Hazel Room)
Other	£20	(Top rails Park side per C Brinkworth)
Top up play bark	£390	(incl VAT, first delivery not enough)
TOTAL COSTS SO FAR	(£10,943.33)	
OCC grant	£7,500	
WI grant	£322.90	
Village fete committee	£1,000	
Palm Court & Pimms	£1,465	after costs
TOTAL GRANTS SO FAR	£10,287.9	
<i>KPC shortfall so far</i>	<i>(£655.43)</i>	<i>VAT can be reclaimed on some items</i>