

## KIRTLINGTON PARISH COUNCIL

### Minutes of the meeting held in the Village Hall on Tuesday 13<sup>th</sup> November 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, Cllr T Hallchurch (Oxfordshire CC, until Item 2 only)

Apologies: Cllr S Holland (Cherwell DC)

Having opened the meeting Cllr Pratt invited Cllr Hallchurch to give his report. Cllr Hallchurch was hopeful of a further £50,000 for spending on small local Highways improvements. He thought the Play Area improvements might qualify for funding from the County Council's Big Society Fund. From May 2013 he would no longer be Kirtlington's County Councillor and it was not yet certain who would replace him although Kirtlington would be part of North Kidlington ward. He thought it likely Council Tax would increase. Cllr Pratt queried the progress of the County's HGV route map and Cllr Hallchurch thought this was in hand.

#### 1. Minutes of the meeting held on 9<sup>th</sup> October 2012

These were signed as a correct record after the deletion of the AOB item concerning the chestnut tree near the Scout hut.

#### 2. Matters arising from the minutes

Vacancy: It had not yet been possible to contact Mr Sam Tylor.

Shed contents insurance: the Toro mower and the Stihl strimmer were now included in the general policy for theft and damage cover but the amended policy documents and additional premium request had not yet been received.

#### 3. Declarations of interest

None.

#### 4. Reports -

Cllr van Loen had attended a Transport Reps meeting. There would be no changes in bus subsidies for 2012 – 2013. The Oxford – Bicester railway link had the go-ahead; there would be a new station at Water Eaton Park and Ride; Bicester Town and Islip stations would be rebuilt. Cllr Charlesworth asked what progress was being made with the proposal for Bicester Parkway station. The bus service review (including the 25 and 25A routes) was on 19<sup>th</sup> November; she and Cllr Macbeth would attend. The service to Woodstock was unlikely to continue because of under-use. The deadline for Parish Council comments was 21<sup>st</sup> December.

#### 5. Website

Cllr Charlesworth had received further emails providing content. He confirmed the launch was scheduled for 1<sup>st</sup> December and this would be advertised in the Village News.

#### 6. Gravel Pit tenancy

Gravel Pit tenancy: Henmans' estimated fees of £350 were approved. Henmans would draft a deed of surrender and Cllrs Pratt, Sadler and Charlesworth could all act as signatories. Any rent owed after the end of the last full twelve month period would be waived.

#### 7. Affordable Housing

Cllrs Charlesworth and Sadler could not attend the meeting at Cherwell DC's offices on 19<sup>th</sup> November. The County Archaeologist had written to ORCC about sites of archaeological importance in the Kirtlington area.

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

Roman Close LAP: Ownership would be transferred directly to the Parish Council from the developers, Bloor Homes, missing out Cherwell District Council. Cllrs Pratt and Macbeth would act as signatories to the contract.

Play Area improvements: Cllr van Loen would ask Playdale to hold their quoted prices until the New Year to allow time for the tree-felling. Sylva would provide a quotation for the tree-felling but Cherwell DC's decision on the application to

fell might not be received until 13<sup>th</sup> December. The Council should also obtain a quotation for stump grinding. The Council agreed Cllr van Loen could submit an application for funding to the County Council's Big Society Fund. Cllr Sadler offered to help with the application draft.

Oxford Conservation Volunteers: on 11<sup>th</sup> November the team had cleared reeds from the pond, cut back laurels on the northern boundary of the Churchyard, and cleared the brambles in the Village Hall car park alongside the Park fence. It had not been possible to shred all the brambles and Sylva would include this in their Play Area quotation.

Village Hall: Cllr Sadler said four quotations were being obtained for the refurbishment including the ladies' lavatories and the cost was estimated at £30,000. Some of the cost could be met by grants.

Islip outreach surgery in Village Hall: Cllr Sadler reported on the meeting with members of the practice. It was not possible for the surgery to continue at the Village Hall because of new national health care standards and low attendance and it would cease in the New Year. Alternative use of the room would not be considered until then. The surgery's letter about the closure would be posted on the website.

Cllr Sadler queried whether there was any interest in Kung Fu classes at the Village Hall. Cllr Macbeth said the Youth Club was organising a Sports for All day on 5<sup>th</sup> January.

## **9. Greens**

Nothing to report.

## **10. Highways**

CCH&T fund application: the Highways department had installed the bollards on the east side of Church Lane (South Green). There was still no update on the request for build-outs by the Dashwood Hotel.

The Highways department could not fund additional paving by the Bletchington Road bus stop but had suggested an approach to the CCH&T fund. The Clerk would forward the email to Cllr Macbeth.

The construction vehicles for the development by Nutlands had gone but there were still two large potholes on the east side of the road.

Cllr Pratt asked whether the Council would support the provision of a new sign near the new-build house on the northern side of North Green to make it clear to non-residents that they were at North Green and that Mill Lane lay beyond it, e.g. "North Green leading to Mill Lane". It was agreed to approach the Highways department.

## **11. Planning**

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

Manor House, South Green: Refurbishment of main house, barn and Coach House, construction of new garage building and workshop, swimming pool, pool house, greenhouse and garden pavilion. Cllr Charlesworth proposed the Council submit an objection to the construction of the swimming pool and associated buildings and to the use of artificial roof tiles on this site and to the breach in the Church Lane wall and this was agreed *nem con*. The Parish Council's submission would also note concern about the size and location of the greenhouse and the height of the proposed garage, and would ask that the ha-ha and any significant trees were protected. The Parish Council agreed to endorse the letter from Mr and Mrs Cox when submitting its formal response to Cherwell District Council.

New-build in garden of Oxford Lodge, Bletchington Road: Cherwell DC would recommend a refusal.

Satellite dish, Cottage on the Green, South Green: members of the Planning Subcommittee would make enquiries.

Cherwell Local Plan proposed submission: the Council's formal response had been submitted.

Tennis court: it was agreed a planning application should be submitted.

## **12. Correspondence**

Cherwell DC and South Northants Council had confirmed the approval of the Oxford Canal Conservation Area and had forwarded a copy of the appraisal document.

**13. Finance**

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

Draft budget 2013/2014: the Finance Subcommittee would meet before the next meeting.

**12. AOB**

Tree planting: KWACS and the School had each been given a disease-resistant elm sapling provided by the Great British Elm experiment organised by the Conservation Foundation. The Parish Council suggested two sites: on North Green to replace the split oak if this was given permission for removal, and to the south of the felled beech trees, just beyond the extension to the Play Area.

Bletchington Road line of sight near junction with A4095: this was partly improved but there were still difficulties because of the van parked on the westbound side.

Footpaths: the Footpaths Society would be clearing leaves from the path behind the pond at the weekend.

**Signed**            **D R Pratt**                            **Chairman**

**Date**            **11<sup>th</sup> Dec 2012**

## KPC MEETING 13<sup>th</sup> November 2012

### Agenda Item 11 - Planning report

#### **NEW INFORMATION FOR NOVEMBER 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 email sent 15 Oct*  
*CDC Decision awaited*

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, email sent 15 Oct.*  
*CDC Decision awaited*

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 Case officer will recommend refusal.*

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 For discussion at November meeting*  
*CDC Deadline for public comments 13 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 Decision awaited*

Name Mr and Mrs C Powles, Applications nos 12/01170/LB & 12/01199/F  
Location West House, South Green  
Proposal Restoration of chimney height and alteration to front door  
*Parish Council No objection email sent 17 Sept.*  
*CDC Permission granted 25 Oct, condition = supply brick samples*

Name Dr David Grimshaw, Application no 12/01231/F  
Location The Old Granary, Vicarage Farm, Lince Lane  
Proposal Erection of summer house  
*Parish Council No objection email sent Mon 8 Oct*  
*CDC Permission granted 23 Oct, amended block plan required*

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 For discussion at November meeting, must respond by 15 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 Must respond by 19 Nov.*

Name Kirtlington Parish Council, Application no 12/00309/TCA  
Location North Green  
Proposal Five day notice - fell 1 dying hawthorn  
*CDC Permission granted 1 Nov.*

Name **Mr Simon Pearson, Application no 12/01467/TPO**  
Location Land adjacent to 29 Hatch Way  
Proposal Mature beech (1) - reduce lateral spread by 2.5m, Mature beech (2) - raise canopy to min 3.5 m and balance, reduce overhang by 3 m, Mature beech ((3) - crown lift to min 3.5 m and balance. **Trees subject to TPO 4/2006**  
*Parish Council Must respond by 19 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 Decision will be by 13 Dec.*

Name Kirtlington Parish Council, Application no 12/00311/TCA  
Location North Green  
Proposal Fell 1 oak in poor health  
*CDC Decision will be by 13 Dec.*

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 Must respond by 28 Nov.*

### **Cottage on the Green, South Green - *Parish Council comment?***

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.)"*

\* *Play Area extension and tree felling proposals emailed to Mrs Sally Nicholson for her comments but no reply received so far.*

## KPC MEETING 13<sup>th</sup> November 2012

### Agenda Item 13 - Financial report

#### 1. ACCOUNTS STATUS

Current a/c at 30 Oct 2012	£22,814.81
Transfer from Saver a/c	£1,000
	<u>£23,814.81</u>
Subtract unbanked Oct chqs	(£22,901.90)
	<u>£912.91</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

##### **OCTOBER RECEIPT (advice post Oct meeting)**

Cherwell DC                                    £14,051                                    (17 Oct) S106 monies for Sports Wall & MUGA

##### **Cheques raised post Oct mtg (approved at mtg)**

Barclaycard Commercial	£116.49	Boston Seeds for reseeding sports field round MUGA (payment made on 17 Sept)
Ditto	£26.99	Boston Seeds extra 5 kg Renovator grass seed (payment made on 20 Sept)
C&D Builders Banbury	£18,732	Sports wall & MUGA - KPC will recoup £3,122 VAT

##### **NOVEMBER PAYMENTS**

KVHMC	£9.60	Room hire. 10% increase as of October
MEH Services	£160	End of season mowing, no petrol
Ady Podbery	£172.80	Mowing September
Barclaycard Commercial	£86.94	Archer Safety Signs - 3 x No Dog notices for sports field
<u>TOTAL CHQS</u>	<u>£429.34</u>	

#### 3. DATE FOR BUDGET MEETING (Finance Sub-committee)