

## KIRTLINGTON PARISH COUNCIL

### Minutes of the Parish Council meeting held in the Village Hall on Tuesday 13<sup>th</sup> October 2015

Present: JAB Charlesworth, Miss S van Loen, Dr H Macbeth, Mrs R M Powles (Clerk),  
Mr D R Pratt (Chairman), S Tylor (to Item 10 only)

Apologies: R Sadler, S Tylor

#### **1. Minutes of the Parish Council meeting held on 8<sup>th</sup> September 2015**

The minutes were signed as a correct record.

#### **2. Matters arising from the minutes**

Fly tipping, site adjacent to Golf Club, off Station Road: the County Council had advised that no appeal had been submitted so the deadline for clearance of the land was 21<sup>st</sup> December and the land should be restored to agriculture by 21<sup>st</sup> January.

Thames Water and mains sewerage: Cllr Macbeth said a member of District Council's Environmental Health department who had been a point of contact and who had witnessed a backflow of foul sewage had left Cherwell DC but she had no other update.

OCC consultation on proposed reduction in number of household recycling sites: the Clerk had submitted an online objection on behalf of the Parish Council.

OCC consultation on Bus Services and Dial-a-Ride: the Council's objections to any service reduction had been submitted, with suggestions that the 25A service could be improved by late evening buses on days other than Friday and Saturday, a stop nearer Bicester North station, and a dedicated early morning and late evening service between Bicester North Station and Oxford Parkway / Water Eaton Park and Ride.

#### **3. Declarations of interest**

None.

#### **4. Reports**

Councillor vacancy: Cllr Kennedy had submitted her resignation on 30<sup>th</sup> September and the District Council had therefore issued the normal vacancy notice. If no election were requested by 27<sup>th</sup> October the Parish Council could co-opt to fill the vacancy.

Gigaclear, ducting at Oddington Grange near Weston on the Green (Network Rail): Cllr Charlesworth said Network Rail had indicated the ducting works might take place in late October or early November. Customer connection could not take place until that work was complete.

#### **5. Village Greens**

Council members had met on South Green to consider bollard locations, and would arrange a date to discuss funfair access points with Hebborn's.

Location of War Memorial: The County Council Commons Registration team had advised it would be unlawful to relocate the Memorial to a Registered Village Green. The Parish Council considered other possible sites but as the Greens could not be used concluded it preferred the present site; the Clerk would write to Mr Waterhouse.

Manor House, South Green: Cllr Pratt had written to Mr Roskelly but had not received a reply.

#### **6 (i) Village Hall and surrounds**

Cllr Pratt had attended the meeting of the Village Hall Management Committee on 12<sup>th</sup> October. The latest refurbishment phase was complete. Cllrs Pratt and Sadler had authorised payment to Tapper Interiors for this work (in line with the Parish Council support for the ongoing works recorded in the Minutes of the meeting of 13<sup>th</sup> March

2015), and TOE2 had paid the Council the corresponding grant of £5,000. The VHMC thought the Society's Fair had been poorly attended and had suggested it might be held only every three or four years from now on. Cllr Pratt reported progress with the Village Hall website, and with recycling requirements for those hiring the hall for events. Cllr Macbeth confirmed she had informed VHMC of the Parish Council's stance on extended hours.

Access to sports field to west side of hall: Cllr Pratt had sawn off a projecting screw on a fencepost so that it was flush.

#### (ii) **Play Area**

Cllr van Loen reported that a private donation had secured the Viridor grant. In order to initiate the grant draw-down by the deadline Playdale had undertaken the removal of the slide and the picnic bench and submitted an invoice and Viridor had released a portion of the grant to cover that first expense. The picnic bench would be re-installed once the new climbing frame was in place. Cllr van Loen would draft a note for the website and Facebook about the installation of the new equipment, which was scheduled for the week of 2<sup>nd</sup> November. The Robin Greaves Foundation had postponed its decision on the Council's grant application until late October.

#### (iii) **Tennis Court Fundraising:**

Cllr Pratt reported that Sport England had not awarded a grant and had written to advise that a future application by the Council would not be successful. The Viridor grant offer therefore fell away. The Council noted that for the short term it was not realistic to pursue the project, one consideration being that the overall estimated project cost of £75,000 was probably too great a sum to raise through local donations; however a further planning application could be submitted if necessary after the expiry of the current permission window in August 2016.

Gravel Pit field hedges and grass: the Clerk had forwarded to Cllr Tylor a request for a quotation for hedge trimming. Cllr Pratt said the grass also needed to be kept down. This was agreed and Cllr Macbeth would make enquiries.

### **7. Planning**

- (i) Gladman Developments, application 14/02139/OUT – an appeal had been lodged against the refusal of permission but no appeal timetable was available at this stage.
- (ii) Planning application 15/01128/OUT- (OUTLINE) - Demolition of 1 to 4 Jersey Cottages, residential development for the erection of up to 34 dwellings, open space and associated works – OS Parcel 1424 Adjoining And Rear of Jersey Cottages Heyford Road Kirtlington.

The Case Officer had recommended a refusal, and the application had been withdrawn. The applicants' agent had written to the Parish Council to request a meeting. It was agreed the Parish Council could not engage in this way until the outcome of the new Gladman appeal was known.

- (iii) Mid-Cherwell Neighbourhood Plan Forum – Cllr Macbeth and Christine Marsh had attended the meeting on 16<sup>th</sup> September. Cllr Macbeth gave a resume of the comments on the draft NP submitted to the Forum on behalf of the Parish Council. It was noted that at present the Council could not identify potential sites and that might remain the case. The next meeting would be on 12<sup>th</sup> November.
- (iv) Planning application 15/01301/F - Land North West of Golf Club, Mill Lane (installation of solar panels on roof of agricultural barn; extension of existing ground mounted PV array); 15/00789/F (retrospective permission for erection of agricultural barn): the Council had submitted its objections to both applications. The first was scheduled to go before the CDC Planning Committee on 29<sup>th</sup> October and it was agreed to await the Case Officer's recommendation. The retrospective application would be publicised via Facebook and the website.
- (v) *Monthly planning schedule: update since the previous meeting, to be filed with the approved minutes.*

### **8. Graveyard provision**

Cllr Pratt referred to the recommendations from Cllr Sadler first given in detail at the Council meeting of 13<sup>th</sup> July 2015 on the options for securing additional parish graveyard space. In summary the most practical option was a minor extension into the sports field, subject to landowner permission and surveys to check suitability for burials. Although only a solution for about twenty years, Cllr Sadler believed central government would need by then to review the law in order to resolve a national shortage of graveyard space. A satellite graveyard at different location

would have to be maintained by the Parish Council; the purchase of adjacent land was unlikely to be feasible because of the expense. However it was agreed that adjacent landowners could be asked.

**9. Correspondence**

Facebook: the Council agreed the correct route for communication with the Council was via the Clerk (by email or by post), and Facebook should not be used for ad hoc comments or correspondence about Parish Council matters.

Cherwell District Council, annual review of allowances: it was agreed the Parish Council did not pay members any form of allowance.

**10. Finance**

*Accounts status and payments: separate report to be filed with the approved minutes.*

**11. AOB**

Cllr Charlesworth and Mr Cooke hoped to make local footpath information available on the website; the Clerk would provide links to the County's definitive map service.

A Bletchington resident had contacted the Council to query a ploughed field which apparently made footpath 270/3 to the south-east of the Park impassable; Cllr Macbeth might be able to investigate.

Saltbins: it was agreed to ask Cllr Sadler to check the salt was still usable. Cllr Charlesworth still had a small supply and Cllr Pratt asked that this be used by the shop, as needed.

Next Cherwell DC Parish Liaison meeting: Wednesday 11<sup>th</sup> November: Cllrs Pratt, Macbeth and the Clerk could attend.

Signed ***D R Pratt*** Chairman

Date ***10/11/2015***

## KPC MEETING 13<sup>th</sup> October 2015, Agenda Item 7

### PLANNING UPDATE SCHEDULE

- Advisory CDC Confirmation of provisional Tree Preservation Order, 17<sup>th</sup> September 2015:  
Tree Preservation Order (No 6) 2015 – Eucalyptus tree at Rose Mount, Station Road.  
This follows the provisional TPO imposed on 30<sup>th</sup> March, & CDC's July refusal of permission to fell.
- 15/00256/TCA Mrs Jo Richardson  
5 nos Limes on border of Rivendell and 7 / 8 Dashwood Mews - reduce lateral spread of branches overhanging gardens of 7 / 8 Dashwood Mews by up to 2.5 metres in branch length. | Rivendell 1 Hatch End Kirtlington Kidlington OX5 3NH7  
*Parish Council* No objection email 27<sup>th</sup> August  
*CDC* Permission granted 14<sup>th</sup> September
- 15/01128/OUT OUTLINE - Demolition of 1 to 4 Jersey Cottages, residential development for erection of up to 34 dwellings, open space and associated works – OS Parcel 1424 Adjoining & Rear of Jersey Cottages Heyford Road Kirtlington  
*Parish Council* Objection  
*CDC* Application withdrawn, 28<sup>th</sup> September.
- 15/01114/LB Mr and Mrs Chacksfield, Flights Mill, Mill Lane Kirtlington Kidlington OX5 3HW  
Internal and external alterations to building; erection of single storey extension to rear and Alterations to Dovecote including erection of flue  
*Parish Council* No objection email sent 28<sup>th</sup> August  
*CDC* Decision not due until November
- 15/01468/F Mr and Mrs Brian Cherry, Springdale Heyford Road Kirtlington Kidlington OX5 3HL  
Single storey rear extension and front entrance canopy  
*Parish Council* No objection email sent 8<sup>th</sup> September  
*CDC* Permission granted 5<sup>th</sup> October. Revised details of external materials and finishes required.
- 15/00291/TCA Mrs Carol Dutton, Manor Farm House, North Green  
T1 x Leylandii – Fell  
*Parish Council* No objection but possible concerns re screening, suggest replace with native specimen?  
*CDC* Permission granted 12<sup>th</sup> October, no conditions
- 15/00789/F Mr Kashmir Johal / Fluids in Motion Ltd  
Plot 1 Land North West Of Golf Club Mill Lane Kirtlington –  
RETROSPECTIVE - Erection of an agricultural barn  
*Parish Council* Objection  
*CDC* Decision awaited, determination deadline is Weds 21<sup>st</sup> October.
- 15/01301/F Mr Kashmir Johal, Plot 1 Land North West Of Golf Club Mill Lane Kirtlington  
Installation of a solar photovoltaic system. Installation of a 13kWp (52 module) system on the three south facing roof elevations as well as extending the ground mounted PV array to include an additional 37kWp (148 module) array.  
*Parish Council* Objection  
*CDC* (tbc) Planning Committee decision, Thursday 29<sup>th</sup> October.
- Name Gladman Developments, Applic No 14/02139/OUT (No info available to public until 13<sup>th</sup> Jan 2015)  
Location Land at Corner Farm, off Station Road / Lince Lane  
Proposal Outline permission for 75 dwellings  
*Parish Council* Objection  
*CDC* Permission refused, Planning committee 19<sup>th</sup> March  
21<sup>st</sup> September – advised appeal lodged. No PINS timetable at 13<sup>th</sup> October.
- Name The Vanbrugh Trust and Pye Homes Ltd  
Location Land South Of Perdiswell Farm, Shipton Road, Shipton On Cherwell / Thrupp  
Proposal 14/02004/HYBRID | OUTLINE:- Up to 1,200 dwellings, (all matters reserved except for means of access) including affordable housing and up to a 120 unit care village (C2) with associated publicly accessible ancillary facilities; site for a new primary school; up to 930sqm of retail space; up to 13,800sqm locally led employment (B1/B2/B8) including transport interchange; site for a Football Association step 5 football facility with publicly accessible ancillary facilities; public open space, associated infrastructure, engineering and ancillary works.  
*Parish Council* Objection email sent 6<sup>th</sup> July  
*CDC* CDC Planning Planning Committee 1<sup>st</sup> October – permission refused.

## KPC MEETING 13<sup>th</sup> October 2015

### Agenda Item 10 - Financial report

#### September payment post KPC meeting

Tapper Interiors	£6,000.00	Village Hall refurbishment, approved by Richard/David
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#### Accounts

##### Current a/c at 29 Sept 2015

**£32,094.39**

Includes Precept receipt £10,000 and the payment of £6,000 to Tappers Interiors

##### Saver a/c at 29 Sept 2015

**£3,434.80**

Includes 43 p interest for last quarter

£35,529.19

Unbanked cheques

-£12,305.56

Playdale deposit, Ady Podbery, Youth Club, Greenscape

**£23,223.63**

#### October payments pre KPC meeting

Playdale	£11,531.16	Deposit for climbing frame - approved by Richard/David
Greenscape Inspires	£120.00	Mowing greens 12th Oct

#### October payments

R M Bone	£ 4.40	Reimburse postage to Oxford History Centre
R M Bone	£ 1,953.00	Clerk's salary 13th July - 9th October 2015, no NICs or tax payable for this period *
Shelley van Loen	£ 840.00	Re-imbure payment to Playdale (removal of existing equipment)
Ady Podbery	£ 284.40	Mowing sports field, September
D R Pratt	£ 807.52	Re-imbure 3rd party contribution, Play Area Viridor grant
MEH Services	£ 30.00	Mowing greens, September
PCC	£ 30.00	Re-imbure half cost of pruning oak tree near Village Hall Service Tree
KVHMC	£ 10.00	Room hire 8th Sept
CDC	£ 192.19	Empty dog bins summer period
<i>Total</i>	£ 4,151.51	

#### October receipts

Garden produce stalls	£300	Towards play area refurb from this year's produce sales
Photoshoot	£100	Via Anna - £90 cash and £10 chq (Weirs) collected on photoshoot day
TOE2	£5,000	Grant for VH Refurb / Tapper Interiors bill.

\* HMRC owe £16 tax to KPC because of lower Employee Payment this quarter

VAT Reclaim for period 25 Feb 2014 – 30 Sept 2015 posted 30<sup>th</sup> Sept for £6,713.35