

KIRTLINGTON PARISH COUNCIL
Minutes of the meeting held in the Village Hall on Tuesday 13th March 2012

Present: A Charlesworth, Mrs Wendi Brock, Cllr Hallchurch (before Item 1 only), Cllr S Holland (Cherwell DC), Ms A Kennedy, Dr H Macbeth (Vice Chair), Mrs R M Powles (Clerk), D Pratt (Chairman)

Apologies: Ms S van Loen, R Sadler

Before the normal business of the meeting the Council discussed village road and pedestrian safety measures with Maurice Sheehan (OCC Area Steward for Cherwell) and Anthony Kirkwood of Oxfordshire CC Highways department. Further funding was available for small scale projects from the County Councillor Highways and Transport fund and applications should be sent to Mr Sheehan in the first instance.

Cllr Hallchurch said the County Council's Big Society Fund had agreed to give funding to the Kirtlington Film Club.

1. Minutes of the meeting held on 14th February 2012

These were signed as a correct record.

2. Matters arising from the minutes

RES site appraisal: there was no update.

Website: Cllr Charlesworth requested feedback on the user friendliness of the website's web page change operations. It was suggested the sportsfield booking arrangements would remain manual for the time being.

3. Declarations of interest

None.

4. Reports

NAG meeting, 27th February: no-one from the Council had attended.

Maintenance tasks: it was agreed the Clerk should take forward with Oxford Conservation Volunteers the suggestions from Councillors and KWACS. A request for help with refurbishment of parish timber items including those in the Play Area and on the sports field had been sent to the Thames Valley Probation Community Payback scheme.

The Clerk had made enquiries about the ownership of verge and parking areas in Oxford Close. It was agreed she would ask Cherwell DC and Sanctuary Housing if they might be able to convert some verge to additional parking space.

5. Village Hall, Play Area and Sports Field

Village Hall: Cllr Macbeth had attended the most recent meeting. The film club had used up its annual TENS allocation.

Play Area: Further County Council Big Society Fund grants would be available from April. Cllr van Loen was preparing information on equipment in order to submit an application.

Sports field maintenance: The cricket team had been informed the football pitch would not be returned to an east-west orientation until the long-awaited meeting between all parties involved had taken place.

Play Area trees: The Clerk confirmed that Sustainable Kirtlington could fell the beech trees at approximately £200 for two days' work, and would provide two replacements, and could organise the clearing up.

Sports wall and MUGA: the decision on the new planning application was due. Theale Tennis Courts had provided two references and the Council would have to confirm its choice of contractor soon.

Mole fence: Cllr Pratt was waiting for further information.

It was agreed to pay M&M Skip Hire £192 for a skip so that space could be cleared in the tractor shed for the Toro mower.

6. Diamond Jubilee party, 5th June 2012

Cllr Macbeth had drafted the article for the Village News. Cherwell DC had grant funding to assist with costs and Cllr Macbeth would make an application. She and the Clerk would investigate the provision of Jubilee mugs for children. Cllr Pratt suggested Cllr Charlesworth could organise a replay of the Buckingham Palace concert.

7. Olympic Torch Relay 9th July 2012

Cllr Kennedy thought the Polo Club would be happy to provide a parking area but she would confirm this with the manager. It was suggested Mr Summerfield could approach the Golf Club about parking also.

8. Greens

Mr Sheehan had advised that technical advice could be sought from the Highways department and Hebborn's had given advice on which parts of South Green needed to be accessible for the funfair vehicles.

9. Planning -New details for this meeting:

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

Kirtlington Conservation Area Re-appraisal: Cherwell DC had confirmed that this had been approved and finalized in September 2011 and had provided a hard copy. Otherwise the document was available from their website.

The Clerk and Mr Mason of KWACS had attended a presentation on Cherwell and South Northants DC's proposal to designate the Oxford Canal in Cherwell District as a conservation area. It seemed likely that the designation would be confirmed.

New-build dwelling, North Green: it was agreed the Clerk should contact Cherwell DC to query the decision to allow the Marley Farmhouse Brown roof tiles.

A query had been received about the suitability of the window and door treatments at 1 The Green in the context of the Conservation Area.

10. Correspondence

Rectory Homes had written to assure the Parish Council that the verge areas near the WIG site would be repaired.

KWACS had suggested that several verge areas in the village could be cut less frequently and would send details of their proposals to the Clerk.

11. Financial report and Draft Budget for 2012 - 2013

The Draft Budget for 2012 – 2013 was accepted.

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

12. AOB

Signed **David R Pratt** Chairman

Date **10th April 2012**

KPC MEETING 13th March 2012

Agenda Item 10 - Planning report

NEW INFORMATION FOR MARCH 2012 MEETING

- Name Mrs M Forey - Application No 12/00007/TCA
Location Bell House, Church Lane
Proposal Fell 1 Silver Birch
Parish Council *No objection* CDC *Permission granted 16 Feb.*
- Name Ms Rachel Wilder - Application No 12/00042/TCA
Location Appletreewick, Heyford Rd
Proposal Ginkgo in front garden - reduce crown by 20%, crown clean and formatively prune etc
Parish Council *No objection email sent 27 Feb* CDC *Response awaited.*
- Name Rectory Homes, Application No 11/01851/F
Location WIG site, Mill Lane
Proposal Variation of condit 8 of 11/000696/F = fence to west & north west of Plots 1 & 2 (in addition to approved hedging).
Parish Council *No objection email sent 21 Feb.* CDC *Permission granted 2 March.*
- Name Mrs Rosy Whitwell - Application No 12/00036/TCA
Location Oldbury, Bletchington Rd
Proposal Fell 1 x Lawson Cypress
Parish Council *No objection email sent 21 Feb.* CDC *Response awaited.*
- Name Mr and Mrs D Cole, Application No 12/00196/F
Location Chequers, Heyford Rd
Proposal Two-storey extension and remodelling of existing dwelling
Parish Council *Response due at CDC by 19 March*
- Name Mr and Mrs C Powles, Applic No 12/00280/B and 12/00288/F - Amendments to 05/01966/LB
Location West House, South Green
Proposal Studio (outbuilding): new pier at south end of east elevation, new conservation rooflight to east elevation, new windows to south gable, raise existing brick chimney stack
Parish Council *Response due at CDC by 30 March*
- Name Mr Nicholas Staveley, Application No 11/01927/F
Location Land to Rear of The Garden House, Foxtownsend Farm, Heyford Road
Proposal Erection of two stables and tack room
Parish Council *No objection email 31 Jan.*
CDC *Permission granted 8 March, use only for purposes incidental to enjoyment of the dwelling house, not for any trade/business or other use.*
- Name CDM HOMES - Application No 12/00027/F
Location Land adjacent to APPLETREEWICK, Heyford Rd
Proposal Erect new detached dwelling with garage
Parish Council *No objection email 31 Jan, comment re large property on small plot with little garden.*
CDC *Permission granted 8th March, refs amended dwgs of 24th Feb, finished floor level details above ground level to be submitted ref scale with neighbouring properties.*

NOTE: The final Kirtlington Conservation Area Re-appraisal document was available on Cherwell DC's website from September 2011, CDC Design and Conservation Team Leader Linda Rand has sent one printed copy.

KPC MEETING 13th March 2012

Agenda Item 12 - Financial report and Draft Budget 2012 - 2013

1. ACCOUNTS STATUS

Current a/c at 28 Feb 2012 - £1,693.66
Saver a/c at 28 Feb 2012 - £19,880.49 no new statement since 27 Jan 2012.

2. MARCH PAYMENTS

KVHMC	£8.80	Room hire
A Charlesworth	£20.40	Website hosting cost, reimbursement
OALC	£177.38	Subscription
S R Barrett	£243.60	Annual service to Toro mower
Cherwell DC	£87.17	Emptying dog bins, winter
M&M	£192	Skip hire for emptying tractor shed
TOTAL	£729.35	

MARCH RECEIPT

Cash from salt sale £6

3. Budget meeting of 24th Nov 2011 – Draft Budget 2012 - 2013 not yet approved because of time constraints, except precept level of £17,500 (January KPC).

4. BDO Stoy Hayward audit briefing February 2012: removal of the requirement to specifically minute an annual review of effectiveness of internal audit. The review should still be undertaken as part of the review of internal controls including risk assessment.