

## KIRTLINGTON PARISH COUNCIL

### Minutes of the Parish Council meeting held in the Village Hall on Tuesday 14<sup>th</sup> October 2014

Present: JAB Charlesworth, Cllr S Holland (Cherwell DC), Miss S van Loen, Dr H Macbeth, Mrs R M Powles (Clerk), Mr D R Pratt (Chairman), R Sadler, S Tylor  
In attendance: Mr J East and family members, Mr R Harrison, unknown member of the public  
Apologies: Miss A Kennedy, P Kurgo, J Scott-Lee

#### 1. Minutes of the meetings held on 9<sup>th</sup> September 2014

These were signed as a correct record.

#### 2. Matters arising from the minutes

Covered under the agenda items below.

#### 3. Declarations of interest

It was noted Cllr Tylor might have to declare an interest with regard to parts of Agenda Item 8 (Planning and Development).

#### 4. Reports

See below.

#### 5. (i) Village Hall

Cllr Sadler said Cllr Kennedy had attended the last Village Hall Management Committee meeting. The annual village fireworks display would be held on 15<sup>th</sup> November.

#### (ii) Sports Field

Cllr Pratt said that regrettably it had not yet been possible to organise the re-painting of the sports wall. He had bought a new board for the basket-ball net and Cllr Sadler would help to fix it.

Cllr Macbeth had been approached about possible Parish Council funding assistance for new goal posts. It was confirmed that whereas the Council provided field maintenance it always encouraged teams using the field facilities to fundraise for their own equipment. Cllr Macbeth would reply to the enquirer.

#### 6. Broadband / Fibre optic provision

Cllr Charlesworth confirmed that three independent parishioners and two local businesses had recommended Gigaclear as fibre optic broadband providers, in preference to BT. He proposed that the Parish Council support this recommendation. Cllr Sadler seconded the proposal which was then agreed *nem con*. Gigaclear would be distributing leaflets publicizing a public meeting in the Village Hall on 4<sup>th</sup> November, at 6 p.m.

#### 7. Village Greens, Parish Council land

Cllr Sadler commented on the recent increased parking on South Green. It was agreed that the Council should install "no parking" notices and Cllr Pratt would investigate options. The suggested wording was "Village Green No Parking".

The Parish Council confirmed that the part of the Gravel Pit field not to be developed as a tennis court remains classified as agricultural land. It was agreed that use by Sustainable Kirtlington is appropriate within this classification.

## **8. Development / Planning**

- (i) Development Questionnaire – at 14<sup>th</sup> October over 75% of the parish electorate had returned forms. Cllr Macbeth noted that parishioners who had been approached but who had stated they would abstain should be included in the response percentage.
- (ii) Parish Council development policy: the Parish Council's formal comments on the public consultation on Cherwell DC's Modifications to the Cherwell (Submission) Local Plan were submitted on 3<sup>rd</sup> October. The response set out the numbers of new homes which the Parish Council believed to be a responsible contribution to the District's future housing needs, based on the Development Survey results, which had informed discussions with the bodies involved in the preparation of the Mid-Cherwell Neighbourhood Plan.
- (iii) Gladman Developments, Application 14/01531/OUT at land off Station Road: Cllr Pratt asked Council members to confirm the Council's position with regard to this application. It was confirmed that the Council would submit a formal objection to the application (*see also Agenda Item 5 of the minutes of the Parish Council meeting of 22<sup>nd</sup> July 2014, Agenda item 8 (iv) of the minutes of the Parish Council meeting of 9<sup>th</sup> September 2014 and the Parish Council's submission of 3<sup>rd</sup> October 2014 to the public consultation on the Modifications to the Cherwell (Submission) Local Plan*). Cllr Tylor abstained from the motion.
- (iv) Mid-Cherwell Neighbourhood Plan: Cllr Macbeth noted that the Terms of Reference for the Neighbourhood Plan were still a work in progress. The scheduled meeting between participating parishes and Cherwell DC's Planning Policy members had been postponed.
- (v) Monthly planning application update: see schedule, to be attached to the approved minutes.
- (vi) *Cllr Tylor declared a pecuniary interest and left the meeting during this item.* Mr R Harrison had written to the Parish Council on 10<sup>th</sup> October to request discussion with the Council of a possible development on land adjacent to Jersey Cottages. The Parish Council had declined as no planning application had been submitted. Mr Harrison had forwarded sketch details of a potential scheme on 13<sup>th</sup> October. The Council confirmed its position was unchanged, namely that it would not meet developers or discuss development proposals until a planning application had been submitted, at which point it would decide whether a meeting or discussion was appropriate.

## **9. Bus-stop, Bletchington Road**

Cllr Macbeth had received enquiries from parishioners about whether it was possible for a hard surface to be provided at the bus stop on the east side of the Bletchington Road so that those transferring between buses could do so in normal footwear. She had obtained a quotation of about £300 for the work. It was agreed it was appropriate to ask the County Council if they could fund the work, and she would therefore write to Cllr Anthony Gearing. Cllr Charlesworth would make further enquiries about the depths needed for this kind of footway construction.

## **10. Correspondence**

Cllr Anthony Gearing monthly OCC report for October: Cllr Macbeth noted that as Oxford City council wanted economic growth but no additional housing the housing demand was being passed on to District councils. OCC's Countryside Access team had supplied a large scale map of local footpaths with colour coding. Cllr Macbeth noted that the footpath connection between Roman Close and the Bletchington Road was not marked at all. Oxford Conservation Volunteers' scheduled visit, 2<sup>nd</sup> November (hedge laying): Cllr Pratt would obtain a quotation from Kirtlington Property Maintenance to carry out additional clearance work in Tinker's Ditch. Parochial Church Council, future additional burial space: Cllr Charlesworth suggested the Parish Council discuss the way forward with the PCC. The Council noted again OALC's advice that the Council had no duty to provide land. OCC had written to ask if the Parish Council was interested in maintaining the highway verges under an agency agreement with OCC. It was agreed more information was needed. Parish Liaison meeting, Cherwell DC offices, 12<sup>th</sup> November, from 5.45 p.m. Three attendees per parish could attend. The Clerk would circulate details.

**11. Finance**

BDO Stoy Hayward had returned the Council's audited accounts to 31<sup>st</sup> March 2014 with no matters to report. The Council accepted the audited accounts.

Payments approved since the last meeting and new payments for approval: listed in separate schedule to be filed with the approved minutes. The new payments were approved.

**12. AOB**

Play Area: Cllr van Loen had taped off the tyre climbing frame as one of the supports was unsafe. She suggested it might need to be replaced. Cllr Tylor would inspect the frame to see if a repair was worthwhile.

Tennis court funding: Cllr Pratt queried progress and Cllr Sadler said he might have time to look at grant application forms.

Cllr Tylor would carry out remedial works to tree branches caught in wires by the Scout Hut.

Cllr Sadler recommended the Council review its assets by a walking inspection before Christmas.

It was reported that a parishioner had drawn attention to a newspaper article about Hampton Poyle successfully using a device for checking the speed of cars and the parishioner suggested this be used in Kirtlington along the Bletchington road. However, when previously Kirtlington had tried to arrange this, it turned out that the device was not suitable for our roads.

Signed

**D R Pratt**

Chairman

Date

11<sup>th</sup> November 2014

## KPC MEETING 11<sup>th</sup> November 2014

### Agenda Item 8 - Planning report

#### **NEW INFORMATION FOR NOVEMBER 2014 MEETING**

##### **PERMISSIONS**

Name Mr and Mrs N Fry, Application No 14/01014/F  
Location Stonehaven, Troy Lane  
**Proposal** Layout changes to driveway and gates; construction of new garden studio  
*Parish Council* No objection  
*CDC* Permission granted 22<sup>nd</sup> October

Name Mr and Mrs N Fry, Application No 14/01014/F  
Location Stonehaven, Troy Lane  
**Proposal** Layout changes to driveway and gates – AMENDED details re proposed gates.  
*Parish Council* No objection but, request for sufficient driveway space for long vehicles to wait off Troy Lane  
*CDC* Permission granted 22<sup>nd</sup> October, no changes to access design required

Name Mrs Dutton, Application 14/01395/LB  
Location Manor Farm House, North Green  
**Proposal** Remove stonesfield slates, spray timbers, felt, batten and lay existing slates over  
*Parish Council* No objection  
*CDC* Permission granted 30<sup>th</sup> October

Name Mr Steve Rice, Application No 14/00296/TCA  
Location The Old Coach House, Church Lane  
**Proposal** Major formative pruning to eucalyptus  
*Parish Council* No objection  
*CDC* No objection 28<sup>th</sup> October

Name Mr and Mrs Lay, Application No 14/01387/F  
Location 5 Park Close  
**Proposal** Demolition of existing single storey rear extension and bay window. Erection of single storey rear and front extensions, with replacement bay window  
*Parish Council* No objection  
*CDC* Permission granted 30<sup>th</sup> October

Name Mr A Charlesworth, Application No 14/00371/TCA  
Location Red House, Troy Lane  
**Proposal** Five day notice – Cyprus: remove branches overhanging road back to boundary; Elder, shrubs & ivy: reduce back to timber fence line; Various trees: trim back to boundary  
*CDC* No objection 28<sup>th</sup> October

Name Mrs Barbara Kemp, Application 14/01577/F  
Location Kestrel, 2 Sylvan Cottages, Oxford Road/South Green  
**Proposal** Conservatory  
*Parish Council* No objection  
*CDC* Permission granted 6<sup>th</sup> November

Name Mrs Dutton, Application 14/01445/LB  
Location Manor Farm House, North Green  
**Proposal** Insulation to roof space, repairs to rendering, capping on chimney, remove and relay slates on rear elevation  
*Parish Council* No objection  
*CDC* Permission granted 6<sup>th</sup> November

**KPC COMMENT SENT, DECISION AWAITED**

Name Mr Neil Smith, Application 14/01683/F  
Location 3 Park Close  
Proposal Demolish existing garage, replace with a new-build extension  
Parish Council *No objection*  
CDC *Decision due early December*

Name Mrs Dutton, Application 14/01471/LB  
Location Manor Farm House, North Green  
Proposal Retrospective – removal 1 loft hatch, install 2 loft hatches and wooden ladders  
Parish Council *No objection*  
CDC *Decision due mid November*

Name Gladman Developments, Application No 14/01531/OUT  
Location Land off Station Road / Lince Lane  
Proposal Outline permission for 95 dwellings  
Parish Council *KPC main comments sent Thurs 16<sup>th</sup> October, KPC addenda sent Friday 31<sup>st</sup> October*  
CDC *Planning committee date not yet confirmed*

**KPC RESPONSE NEEDED**

Name Mrs Gillian Hayes, Application No 14/00368/TCA  
Location 4 Kytes Place, North Green  
Proposal Lawson Cypress – reduce height by 15 feet  
KPC *No objection at meeting*  
CDC *Decision due mid-November*

## KPC MEETING 14<sup>th</sup> October 2014

### Agenda Item 11 - Financial report

#### 1. ACCOUNTS STATUS

Current a/c at 30 Oct 2014	£33,141.74	Includes New Homes Bonus payment, CDC second half of precept, VAT reclaim incl larger Village Hall refurb bills
Subtract unbanked chqs	£728.74	CDC ref dog bin clearance, Ady Podbury
	<u>£32,413.00</u>	
Saver a/c at 30 Sept 2014 (statements only quarterly)	<u>£3,433.08</u>	Includes 46p interest.

#### 2. PAYMENTS / RECEIPTS

##### Revised payment sum (authorised KPC 14<sup>th</sup> October)

Barclaycard Commercial	£ 215.14	Printer ink cartridges, stationery – now £143.61 as below
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##### Payments authorised post KPC 14th October

Greenscape Inspires	£100	Mowing greens 14th October
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##### November 2014 - new payments for approval

Barclaycard Commercial	£143.61	Stationery / printer ink cartridges, reduced bill after earlier partial payment
Greenscape Inspires	£100.00	Mowing greens 28th October
MEH Services	£30.00	Mowing, 28th October
Spratt Endicott	£300.00	Professional fees
Ady Podbery	£184.80	Field mowing October
R M Bone	£210.00	Clerk's overtime 13th Oct - 7th Nov
Total	<u>£968.41</u>	