

## KIRTLINGTON PARISH COUNCIL

### Minutes of the meeting held in the Village Hall on Tuesday 8<sup>th</sup> April 2014

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

#### 1. Minutes of the meeting held on 11<sup>th</sup> and 31<sup>st</sup> March 2014

The minutes were signed as a correct record.

#### 2. Matters arising from the minutes

Cllr Macbeth had been unable to contact Mr and Mrs Bradley.

Affordable housing: ORCC's update described the position as very early stage. The housing association was still seeking initial advice from the Highways department and the District Council.

#### 3. Declarations of interest

None.

#### 4. Reports

Cllr Macbeth reported on the briefing meeting on 7<sup>th</sup> April hosted by Dorchester Group on the group's proposal for a multi-parish Neighbourhood Plan. The meeting had been chaired by Curtin & Co. The basis for the discussion was the County Council's recently published Strategic Housing Market Assessment which had analysed the number of new homes, approximately 22,800, which the county would need by 2031. The effect on Kirtlington, Bletchington and Hampton Poyle of an increased number of dwellings at Upper Heyford would be a permanent rat run to Oxford, while other villages had similar rat run issues; e.g., problems of the residents of Ardley turning on to the B430 would be increased. However she and the Council thought it likely that if the number of new-build dwellings were scattered throughout Cherwell District's northern villages, Kirtlington would still be the rat run. Cllr Macbeth concluded that the Parish Council must continue to attend the briefing meetings and said she would be happy to represent the Council.

Cllr van Loen reported on the recent Transport Reps meeting. The RTI (Real Time Information) displays at bus stops had hardware and software problems which were being addressed but the proposed budget cuts would be a hindrance. It was hoped the Thames Travel bus service would improve by Easter. No changes were proposed to the Dial-a-Ride service. Oxfordshire Transport and Access Group (OXTRAG) was able to assist with matters affecting disabled bus users.

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

(i) Village Hall: Cllr Sadler reported the last refurbishment details were being agreed for the ladies' lavatories. Cllr Macbeth referred to an email from Mr Waterhouse; the District Council had asked KVHMC to consider the installation of bottle banks. It was agreed that the Parish Council would reply to Mr Waterhouse to confirm that all sites would be equally problematic for neighbouring residents, and so it was still against bottle banks.

(ii) Play Areas: Cllr van Loen said the new swing would be delivered on 17<sup>th</sup> April. She said more play bark would be needed soon and it was agreed this would be considered again at the next meeting. Cllr Macbeth had met Mrs T. Brock and an invitation had been issued to Roman Close residents asking for their views on the future use and maintenance of the area around the Roman Close Play Area. It was agreed to consider how best to support any requests at the next meeting.

(iii) Sports Field and adjacent

Fence, Molly Minns Lane: the replacement fence had been ordered.

**6. Village Greens**

South Green: Cllr Macbeth commented on the damage to the grass and tracks on both sides of the green, resulting from parking, related to the construction work at Manor House. It was agreed an approach should be made to Mr and Mrs Roskelly. It was suggested that the hard-standing at 1 The Green be retained but publicised as a public parking area. It was suggested that a letter be circulated to residents re-iterating that it was unlawful for a vehicle to park even with one wheel on the green, that parking on the tracks should not block the passage of other vehicles, and that the grass verges should not be used for parking except at the known vehicle access points by those using those access points. Cllr Sadler suggested a walking inspection of the verges. Cllr Macbeth would draft letters for the Council's consideration.

**7. Parish Council elections**

It was agreed that the current members of the Council should inform the Clerk as soon as possible as to whether they wished to stand for election. Cllrs Pratt and Macbeth volunteered to deliver the nomination papers to Cherwell DC offices.

**8. Annual Parish Meeting and Annual General Meeting**

Annual Parish Meeting: it was agreed to aim for the first week in July.

**9. Planning**

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

Planning applications from smaller properties: it was agreed the Council should write to Cherwell District Council to express its concern that permissions were granted which allowed sequential extensions to small residential properties, enlarging them greatly beyond their original size, which was especially regrettable in the Conservation Area, as this changed the character of the Conservation Area while reducing the number of properties available to smaller households.

**10. Correspondence**

Mill Lane: a further complaint about the lane surface had been received. The Council would ask the correspondent what approaches had been made to the appropriate bodies for assistance.

Cottage on the Green: the new owner had written for advice with regard to erecting scaffolding at the front of the property so that repairs could be carried out: it was agreed there was no objection to this.

Maurdon Cottage: the new owner had asked for permission for a skip outside the property for a period of five to six weeks: it was agreed there was no objection to this.

**11. Finance**

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

Statement of review of internal controls: the Council noted that it had reviewed the internal controls throughout the past financial year and was satisfied they continued to be effective.

**12. A.O.B.**

Cllr Macbeth had received a complaint from a resident about parking which obstructed passage on Bletchington Road at the South End corner, when children were being taken to or collected from meetings at the Scout Hut. This request was further supported by the South End residents, whose access was frequently blocked at such times. It was agreed the Council would write to the Scouts group to ask for their assistance in requiring other parking.

Signed **D R Pratt** Chairman

Date **13<sup>th</sup> May 2014**

## **Agenda Item 9 - Planning report**

### **NEW INFORMATION FOR APRIL 2014 MEETING**

Name	Mr and Mrs Lettmann, Application No 14/00211/F
Location	Flagstones, Troy Lane
Proposal	Two storey extension and enclosed new porch. Re-submission of 13/01760/F
Parish Council	<i>Objection - overdominance</i>
CDC	<i>Decision awaited</i>
Name	Mr J A B Charlesworth, Application No 14/00102/TCA
Location	Red House, Troy Lane
Proposal	Five day notice: T1 x Apple – fell as severely damaged and partially collapse due to strong winds
CDC	<i>Permission granted 19<sup>th</sup> March</i>
Name	Mr Tony Kerry, Application No 14/00061/TCA
Location	The Rectory, Troy Lane
Proposal	H1 x Beech, reduce height by 3m; H2 x Hawthorn, reduce height to previous pruning point; T1 x apple, remove the 2 over extended branches in upper canopy and rebalance
Parish Council	<i>No objection</i>
CDC	<i>Permission granted 26<sup>th</sup> March</i>
Name	Mr Charles Budgett, Application No 14/00060/F
Location	OS Parcel 4814, Park Farm, Akeman Street
Proposal	Variation of condition 8 of 08/02545/F – change of use from B1 office to new dwelling
Parish Council	<i>Objection</i>
CDC	<i>Decision awaited</i>
Name	Mr and Mrs Roskelly, Applications Nos 13/01953/F and 01954/LB
Location	Manor House, South Green
Proposal	Alterations to previous consents (13/00019/F and 00020/LB), as modified by consents 13/01261/F and 01262/LB.
Parish Council	<i>Objection</i>
CDC	<i>Permissions granted 2<sup>nd</sup> April. LB consent: Wall sample to be approved, 1:20 details and colour &amp; finishes of doors/windows/roof lights to be approved. Further conditions in Planning consent schedule including archaeological scheme of investigation.</i>
Name	Mr and Mrs P Clifford, Application No 14/00327/F
Location	Michaelmas Cottage, 3 South End Cottages, Bletchington Road
Proposal	Construction of garden room and wc. Stone parapet to balcony partly replaced with glass balustrade. Extend patio.
Parish Council	<i>No objection</i>
CDC	<i>Decision awaited</i>
Name	Mr Charles Budgett, Application No 14/00321/F
Location	Land adjacent to Cockshot Copse Park Farm, Akeman Street
Proposal	Proposed new stabling facility with on site over night watch area during foaling hours
Parish Council	<i>Response due by Thursday 10<sup>th</sup> April</i>
Name	Mr Mark Morrison, Application No 14/00390/F
Location	Dolphin Cottage, Bletchington Road
Proposal	Two storey and single storey rear extension, side garage extension and alterations
Parish Council	<i>Response due by Tues 22<sup>nd</sup> April</i>

## Agenda Item 11 - Financial report

### 1. ACCOUNTS STATUS

Current a/c at 28 Mar 2014	£24,635.06	Includes Viridor grant of £32,235 and payment to Tapper Interiors of £10,800.
Subtract unbanked chqs	£1,820.90	OALC subs, KVHMC x 2, S R Barrett, ORCC subs, Playdale deposit
	<u>£22,814.16</u>	
Saver a/c at 28 Mar 2014	£3,432.19	Includes £3.42 interest (3 months). NB £30,000 transferred to C/Ac on 13 <sup>th</sup> Feb ref Village Hall refurbishment costs

(statements only quarterly)

### 2. PAYMENTS / RECEIPTS

**PAYMENT APPROVED at KPC on 11<sup>th</sup> February, made after March meeting:**

Playdale Playgrounds Ltd	£1,256	Deposit for new swing
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#### RECEIPTS

28 <sup>th</sup> March 2014	£3,765	Cherwell DC – New Homes Bonus Payment
DUE	£10,376.65	VAT refund for payments 02/04/2013 to 28/02/2014

#### APRIL CHEQUE PAYMENTS

R M Bone	£1,577.78	Clerk's salary Feb - April 2014 at £1,500 plus reimburse exps
KVHMC	£9.6	Room hire 11 March
Cherwell DC	£87.17	Dog bins winter clearance
Sylvatrees Ltd	£1,800	Works to cedars and sycamores, sports field, fungus to be ID'd in autumn
Spratt Endicott	£708	Professional fees
<b>Total</b>	<b>£4,182.55</b>	

#### FURTHER APRIL PAYMENT DUE

Playdale Playgrounds Ltd	£2,100 incl VAT	(Approx) balance for new swing
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