

## KIRTLINGTON PARISH COUNCIL

### Minutes of the meeting held in the Village Hall on Tuesday 9<sup>th</sup> July 2013

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

#### 1. Minutes of the meeting held on 11<sup>th</sup> June 2013

These were signed as a correct record.

#### 2. Matters arising from the minutes

Airport liaison: Cllr Sadler said London Oxford Airport was still operating below capacity but he could obtain more details on flight frequency from the next Airport Consultation Committee meeting.

Signpost to Quarry and Canal: The County Council could provide this at about £30 and this cost was agreed.

#### 3. Declarations of interest

None.

#### 4. Reports

Parish Liaison meeting at Bodicote House on 12<sup>th</sup> June: Cherwell DC expected the New Homes Bonus Payments to be repeated for a total of six years for each eligible property, but this could not be certain beyond the life of the current parliament. OALC had advised local authorities were still not permitted to use internet banking.

Greens mowing: Cllr Pratt reported on the agreement with Mr Harrison on the method for the various mowing sections. The new fly mower was being used now to mow close to trees and other obstacles.

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

(i) Village Hall refurbishment: the grant assessment process had been delayed and the result of the application to Viridor Credits would not be known until early August.

Cllr Sadler said the possibility of making internet bookings for the Village Hall would be discussed at the next KVHMC meeting. The Council queried whether it might be possible for the playing field to be booked in the same way.

(ii) Play Areas

Roman Close Play Area: Trumans would be asked to complete the transfer on 10<sup>th</sup> July. It was agreed to inform the residents of Gossway Fields and Roman Close and to ask them what they would like to see there, bearing in mind it could only be an area of recreation. It was agreed to ask Playsafety to carry out a RoSPA inspection.

Sports Field Play Area: the insurance premium for the new equipment and the sports wall and MUGA was approved.

(iii) Sports Field and adjacent

Sports wall: this had been defaced with graffiti and the police had been informed.

Container shed for sports equipment: this had been suggested as a means of storing items securely and with easy access for the teams using the field. Cllrs Pratt and Kennedy would make enquiries about suppliers and sizes.

Gate from car park area: the Clerk would ask J E Miller to quote for a replacement five-bar gate and posts in timber and steel.

(iv) Tree damage: the chestnut on North Green and some of the limes on South Green needed trimming after damage and Cllr Pratt and the Clerk would inspect them.

**6. Planning**

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

**7. Correspondence**

Affordable Housing: ORCC had advised that negotiations for potential sites were ongoing.

OCC consultation on proposed fees for Water Eaton Park & Ride: the Council would submit a comment that it was already cheaper for two people to park one car for two hours in St Giles in central Oxford than to use public transport, thus the proposals would increase the numbers of cars in Oxford.

PCC: it was agreed to make a one-off contribution of £100 towards the cost of the recent churchyard wall repair.

**8. Finance**

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

The listed additional payments due in July to AON, Barclaycard Commercial and Ady Podbery were approved.

Telephone banking, proposed earlier in the year: it was agreed the Council would not set this up.

**9 A.O.B.**

Cllr van Loen requested help from Council members for the Palm Court & Pimms concert on 8<sup>th</sup> September.

Cllr Kennedy needed parish map information for the welcome pack; the Clerk had parish maps and would forward the County Council's website link for footpath details.

OALC finance training course, 22<sup>nd</sup> October: this was open to Councillors and Clerks.

Signed

**D R Pratt**

Chairman

Date

**10<sup>th</sup> September 2013**

## KPC MEETING 9<sup>th</sup> July 2013

### Agenda Item 6 - Planning report

#### NEW INFORMATION FOR JULY 2013 MEETING

- Name Mr and Mrs Simon Law, Application No 13/00115/TCA  
Location Willow Cottage, Bletchington Rd  
Proposal 1 x willow - prune branches by 2 m to clear garage and brushwood and to clear BT line.  
Parish Council *No objection*  
CDC *Permission granted 10th June.*
- Name Mr C Powles, Application No 13/00513/TCA  
Location West House, South Green  
Proposal Works at gable ends and internal roof space and outbuildings to create nesting spaces for swifts / internal viewing areas / installation of mini cameras - retrospective  
Parish Council *No objection*  
CDC *Decision awaited*
- Name Mr and Mrs Emmott, Application No 13/00664/F and 665/LB  
Location Fowtownsend Farm, Heyford Road  
Proposal (inter alia) Replacement of existing stone tiles with Welsh Blue slate on several roof pitches, alterations and rebuilding of several chimney stacks, internal alterations and form new stone boundary walls  
Parish Council *KPC June no objection but if permitted, hopes use of blue slate on front pitch of main range is exception because of fragility of roof timbers*  
CDC *Decision due*
- Name Mr Law, Application No 13/00162/TCA  
Location Willow Cottage, Bletchington Rd  
Proposal Notice of intent 1 x willow - repollard to 3 m..  
Parish Council *No info sent to KPC*  
CDC *Permission granted 27th June. Normally notifies PC's but no obligation to do so.*
- Name Mr and Mrs Chris Wilder, Application No 13/00686/F  
Location Appletreewick, Heyford Rd  
Proposal Alterations to existing conservatory to provide a single storey side/rear extension  
Parish Council *KPC June no objection*  
CDC *Permission granted 24th June*
- Name Mr and Mrs Roskelly, Application No 13/00719/LB  
Location Manor House, South Green  
Proposal Re-instatement of formerly stoned up opening at second floor to southern elevation of turret  
Parish Council *KPC June: no objection*  
CDC *Permission granted 2nd July*

Mr Robert White / The Lodge, Bletchington Rd, Appeal ref APP/C3105/A/13/2190212:  
Appeal against CDC's refusal of his application to build a 4 bedroom 2-storey house in garden.  
Parish Council letter of 6<sup>th</sup> March sent to Planning Inspectorate: confirms original objections.  
**Decision = none as at Tuesday 9<sup>th</sup> July 2013**

## KPC MEETING 9<sup>TH</sup> July 2013

### Agenda Item 8 - Financial report

#### 1. ACCOUNTS STATUS

Current a/c at 28 June 2013	£10,431.23	
Subtract unbanked June chqs	(£1,294.40)	Ady Podbery, Alfred Truman x 2, Banbury Turf
	<u>£9,136.83</u>	<u>NB this includes the New Homes Bonus payment of £6925</u>
Saver a/c at 28 June 2013	£14,894.56	incl £1.92 interest for last quarter (statements only quarterly)

#### 2. PAYMENTS / RECEIPTS

##### ADDITIONAL JUNE RECEIPTS POST MEETING

Cherwell DC	£6,925	New Homes Bonus payment ( <u>grant for tennis court</u> ) without prejudice to the outcome of the planning app for the tennis court
KVHMC pp Pitch users	£175	Sports field use for 2012-13

##### EXTRA PREVIOUSLY APPROVED JUNE PAYMENTS made after the meeting:

Banbury Turf Trumans	£390 £414.40	Additional 5 bags play bark approved June KPC Balance of fee for transfer of Roman Close Play Area
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##### JULY 2013 PAYMENTS

KVHMC	£9.60	hall hire for 11 June
R M Bone	£1,521.85	Clerk's salary & exps first quarter
S R Barrett	£748.85	Repairs to Toro
M E H Services	£157.78	Mowing June
Aon UK Ltd	£356.70	Toro motor insurance
TOTAL CHQS	<u>(£2,794.78)</u>	

##### OTHER JULY PAYMENTS DUE

AON	£307.15	To discuss: insurance premium - new play area kit; sports wall & MUGA
Barclaycard Commercial	£244.95	Petrol mower, petrol can, water butt & diverter kit
Ady Podbery	£NNN	(approx £270) Mowing, June

##### FOR INFORMATION: AUGUST/SEPTEMBER PAYMENTS EXPECTED

Rospa	£100 approx	Play Area inspection
"	£NNN	Roman Close Play Area inspection
AON	£NNN	New insurance for Roman Close Play Area

#### 3. Note on Play Area refurbishment costs / income to date (updated from May KPC)

	PAID/received	DUE
Playdale equipment	£8,608.51 (excluding VAT which has been reclaimed)	
Additional fencing	£627.29	(C Brinkworth )
Weed control membrane &c	£112.53	(D R Pratt)
Additional play bark	£1170	(for whole area incl VAT: approx 50% bigger than previously)
<i>Repair to large swing?</i>		<i>Tba</i>
Overnight storage	£15	(KVHMC, Hazel Room)
Other	£20	(Top rails Park side per C Brinkworth)
<i>Top up play bark</i>	<i>£390</i>	<i>(incl VAT, first delivery not enough)</i>
TOTAL COSTS SO FAR	<u>(£10,943.33)</u>	
OCC grant	£7,500	
Wl grant	£322.90	
<i>Village fete 2013</i>		<i>Fete Committee have promised donation</i>
TOTAL GRANTS SO FAR	<u>£7,822.90</u>	
<b><i>KPC shortfall so far</i></b>	<b><u>£3,120.43</u></b>	<b><i>VAT can be reclaimed on some items</i></b>