

## KIRTLINGTON PARISH COUNCIL

### Minutes of the Parish Council meeting held in the Village Hall on Tuesday 9<sup>th</sup> September 2014

Present: JAB Charlesworth, Cllr S Holland (Cherwell DC, Items 1 - 8), Miss A Kennedy, Miss S van Loen, Dr H Macbeth, Mrs R M Powles (Clerk), Mr D R Pratt (Chairman), R Sadler  
In attendance: Mr S Scott-Lee  
Apologies: S Tylor, P Kurgo

1. **Minutes of the meetings held on 8<sup>th</sup> and 22<sup>nd</sup> July 2014**

These were signed as a correct record.

2. **Matters arising from the minutes**

Cllr van Loen said she was happy to continue as a member of the Planning Subcommittee, with assistance from Cllrs Pratt and Macbeth.

3. **Declarations of interest**

None.

4. **Reports**

See below.

5. **(i) Village Hall**

Cllr Sadler reported that the first phase of the refurbishment project was complete and to date about £93,000 had been spent. The cooker would be replaced, and all bodies which had made contributions would be contacted formally. The Clerk confirmed that all the due grant monies had been received and all payments towards the costs had been paid.

**(ii) Sports Field**

Cllr Pratt said it was hoped a cricket match would be held on the field at the weekend. Cllrs Pratt and Sadler proposed that a robust metal basket ball hoop should be manufactured, and that as it had not been possible to persuade volunteers to paint the sports wall over the summer that a commercial painter-decorator should be paid to paint over the graffiti. They would make enquiries about the costs.

6. **Broadband / Fibre optic provision**

Gigaclear had given a presentation at a public meeting on 31<sup>st</sup> July in the Village Hall and Cllrs van Loen and Macbeth had attended. Cllr Charlesworth reported that about 20% of Bletchington and Kirtlington residents had registered on the Gigaclear website for fibre optic provision but Gigaclear needed 30%. He had updated the village website with the relevant information and had requested further information from Gigaclear.

7. **Village Greens**

There had been no update from Spratt Endicott.

8. **Development / Planning**

- (i) Development Questionnaire – at 9<sup>th</sup> September 60% of the parish electorate had returned forms.
- (ii) Gladman Developments – to date no application had been submitted to Cherwell DC.
- (iii) Parish Council formal response to Cherwell DC's Local Plan Sustainability Appraisal Scoping Report: the Council's formal response had been sent to Cherwell DC on 30<sup>th</sup> July. It included a request that Cherwell DC require any developer to undertake a full Environmental Impact Assessment as part of any pre-app exercise.

**(iv) Public Consultation on the Main Modifications to the Cherwell Local Plan, deadline 3<sup>rd</sup> October:**

The sections of relevance to Kirtlington were:

- The new villages policies: Policy Villages 1 - Kirtlington would be re-categorized as a Service Village. Policy Villages 2 - a total of 750 houses would be built in the Service Villages by 2031, in addition to small site “windfalls”.
- The new proposals for development at Upper Heyford, as a potential site for 1,600 houses in addition to those already with permission.
- The SHLAA updates of August 2014, new sites for potential development outside settlements: site KR010 (land owned by John East off Station Road) was described as a potential site for 75 houses by 2031. No other Kirtlington sites were included in this category.

Proposed Neighbourhood Plan at Upper Heyford: Ardley-with-Fewcott PC as lead Parish Council had submitted an application to Cherwell DC for a Neighbourhood Area on 8<sup>th</sup> August as the first step in the Neighbourhood Plan. If accepted by Cherwell DC there would be a period of public consultation during which time Kirtlington PC could review its position.

Cllr Macbeth asked to what extent the proposed Neighbourhood Plan would offer any protection to Kirtlington and similar rural villages from unwanted development. Cllr Charlesworth recommended that the Council seek whatever benefit and protection it could from the NP at Upper Heyford and the Council supported his recommendation.

In relation to the new villages policies Cllr Charlesworth and Mr Scott-Lee suggested that a cap be placed on any housing allocation to Kirtlington in order to ensure sustainable and organic growth over the plan period.

**It was proposed that the Council include the following points in its comments to Cherwell DC:**

- The Council recognizes that the SHLAA updates proposed no development for site KR010 in the next five years;
- The Council notes that Policy Villages 2 provides no indication of how a fair distribution of new homes per Service Village is to be calculated, nor how a reasonable cap on the allocation per village in the period of the plan should be calculated, and therefore considers this policy to be unsound.
- The Council suggests its own research could be of assistance to Cherwell DC, thus: the Council has conducted a parish-wide survey which shows that approximately 87% of respondents are in favour of either no development within the parish or no more than 50 new homes, as a combination of significant developments and windfalls, over the life of the Cherwell Local Plan.
- A planning application such as that anticipated from Gladman Developments for 95 new homes at SHLAA site KR010 was disproportionately large and was incompatible with Cherwell DC current and emerging policy and with the parishioner mandate.

(v) Cllr Macbeth was due to attend a meeting at Upper Heyford on 10<sup>th</sup> September and Mr Scott-Lee could also attend. The meeting would discuss the Local Plan Modifications with regard to the Upper Heyford site. Cllr Macbeth would stress that Kirtlington and other parishes needed the proposed Neighbourhood Plan to provide protection from significant development and provide sufficient infrastructure for the Upper Heyford expansion.

(vi) Monthly planning application update: separate report to be filed with the approved minutes.

The monthly report included an application for a Scoping Opinion on behalf of Blenheim Estates, for 1,500 new homes at the eastern boundary of Woodstock, the site falling mostly within Shipton-on-Cherwell and Thrupp parish. The Cherwell DC Case Officer had advised that Kirtlington Parish Council should consider what Cherwell DC’s scoping opinion should address; it was agreed it should include an assessment of the additional traffic load on the local trunk and rural roads and the impact on local secondary school provision.

Agricultural Unit, Mill Lane (original permission AG 11/01517/AGN): Cllrs Charlesworth and Pratt would make enquiries.

**9. Correspondence**

Cherwell DC Parish Housing Liaison meeting, Bodicote House, 15<sup>th</sup> October: Cllr Kennedy hoped to attend.

Parochial Church Council: the PCC had written to say it was anticipated that burial space in the existing churchyard would be full in ten years' time and that the Oxfordshire Diocese had prohibited the future reservation of burial plots. The PCC enquired whether additional burial land could be provided at a suitable location. OALC had advised that Parish Councils had no legal obligation to provide burial land.

Oxfordshire Conservation Volunteers: the group would visit on 2<sup>nd</sup> November for further work to the hedge in Tinker's Ditch and the Pond.

OCC: the Countryside Access team were conducting a trial review of their method for categorizing paths. Cllr Macbeth would liaise with the Footpaths Society.

**10. Finance**

Final statement of Parish Council payments and receipts for the Village Hall refurbishment project – schedule attached to the statement of monthly payments and receipts.

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

**11. AOB**

Cllr Sadler commented on the difficulties for wheelchair users in negotiating the changes in pavement level in Hatch Way and wondered if dipped kerbs could be provided like those opposite the shop. He had also observed that several kerb stones were displaced.

**Signed**

**Chairman**

**D R Pratt**

**Date**

**14<sup>th</sup> October 2014**

## KPC MEETING 9<sup>th</sup> September 2014

### Agenda Item 8- Planning report

#### **NEW INFORMATION FOR SEPTEMBER 2014 MEETING**

##### **PERMISSIONS**

Name Mr and Mrs De Villiers, Application No 14/00868/F  
Location Park View / Beridian, Bletchington Road  
Proposal Rear extension and internal alteration and increase in ridge height to provide 1<sup>st</sup> floor accommodation  
Parish Council *Objection – overdominance in relation to size of plot and neighbours, urban style not in keeping with vernacular architecture especially in proximity to the Park.*  
CDC *Permission granted 29<sup>th</sup> July*

Name Mrs Celia Hawkesworth, Application No 14/00906/F  
Location Woodbine, Troy Lane  
Proposal Installation of biomass boiler & woodchip fuel stove in wooden shed with flue extending from roof  
Parish Council *No objection*  
CDC *Permission granted 13<sup>th</sup> August, if stained external colour to be approved*

Name Mr and Mrs Sim, Applications Nos 14/00972/F and 00975/LB  
Location Oak Cottage, Heyford Rd  
Proposal Home office and exercise room (flat roof) in new separate structure to rear of cottage  
Parish Council *No objection*  
CDC *Permission granted 15<sup>th</sup> Aug, must provide details of materials & finishes and design details of openings*

Name Mr David Pratt, Application No 14/00220/TCA  
Location Thatched Cottage, North Green  
Proposal **1 x Laurel – reduce to 2 m from base. 1 x holly - fell**  
Parish Council *No objection*  
CDC *Permission granted 19<sup>th</sup> Aug*

Name Unnamed, Application No 14/00226/TCA  
Location Manor Farm House, North Green  
Proposal **Leylandii hedge – reduce height by 20 feet; Cypress tree - fell**  
Parish Council *No objection*  
CDC *Permission granted 19<sup>th</sup> Aug*

Name Ms Jo Morrill, Application No 14/00245/TCA  
Location Tinkers Corner, Troy Lane  
Proposal Remove section of laurel hedge  
Parish Council *No objection*  
CDC *Permission granted 2<sup>nd</sup> Sept*

##### **KPC COMMENT SENT, DECISION AWAITED**

Name Mrs K Andre, Application No 14/01209/F  
Location Padbury House, South Green  
Proposal Single storey rear extension  
Parish Council *No objection*

Name Mrs Dutton, Applications Nos 14/01165/F and 14/01166/LB  
Location Manor Farm House, North Green  
Proposal Removal of modern window and replace with French door, removal of existing doors and replace with stable door and window, conversion of store to form utility room, installation of sun tube on the rear elevation, replacement of all UPVC windows with timber windows and creation of access from kitchen into proposed utility  
Parish Council *No objection*

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*

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 email sent 1<sup>st</sup> Sept, request for sufficient driveway space for long vehicles to wait off Troy Lane,*

## KPC RESPONSE NEEDED

Name Mrs Dutton, Application 14/01166/LB  
Location Manor Farm House, North Green  
**Proposal** **(Amended proposal)** Removal of modern window and replace with French door, removal of existing doors and replace with stable door and window, conversion of store to form utility room, installation of sun tube on the rear elevation, replacement of all UPVC windows with timber windows and creation of access from kitchen into proposed utility, **replacement porch canopy**  
*Parish Council* *Date not given for response – CDC ltr received 1<sup>st</sup> Sept*

Name (Agent) West Waddy ADP, Application No 14/00049/SCOP  
Location Land south of Perdiswell Farm, Shipton Road / east of A4095 by Upper Campsfield Road (to south east of Woodstock)  
**Proposal** **Scoping opinion – erection of up to 1500 dwellings, site for new primary school, up to 3000s2m retail space, park and ride facility, etc**  
*Parish Council* *Response needed by Thurs 11<sup>th</sup> Sept.*

Name Phil Ableson, Sylva Trees Ltd, Application No 14/00279/TCA  
Location Manor Farm Stables, North Green  
**Proposal** **Fell – Holly, Remove – Conifer hedge**  
*Parish Council* *Response needed by 23<sup>rd</sup> Sept*

## KPC MEETING 9<sup>th</sup> September 2014

### Agenda Item 10 - Financial report

#### 1. ACCOUNTS STATUS

Current a/c at 29 Aug 2014	£30,592.66	Includes CDC New Homes Bonus payment, CDC first half of precept, VAT reclaim incl larger Village Hall refurb bills, TOE2 grant of £5,000 for VH, all OCC grant of £9,000 for VH MEH Services, Ady Podbury, Freelance Fabrics, Greenscape Inspires
Subtract unbanked chqs	£2,249.43	
	<u>£28,343.23</u>	
Saver a/c at 27 June 2014 (statements only quarterly)	<u>£3,432.62</u>	Includes 43p interest. NB £30,000 transferred to C/Ac on 13 <sup>th</sup> Feb 2014 ref Village Hall refurbishment costs

#### 2. PAYMENTS / RECEIPTS

##### **Additional approved payments post KPC 8th July**

Greenscape In-spires	£100	Mowing, 7th July
J P Draper	£42	Reimburse cost Roundup for sports field and church land
Spratt Endicott	£600	Interim fees re easement application
R M Bone	£1,200	Clerk's overtime 1st April - 18th July
Total	£1,942	

##### **Payments approved August 2014**

PWLB	£758.75	Loan repayment DD 7th Aug, balance o/s = £3,820.57
MEH Services	£117.83	Mowing July
Ady Podbery	£831.60	Mowing June and July
Greenscape In-spires	£200	Mowing 22 July and 7 Aug
M & M Builders	£151.80	Skip hire (J P Draper field maintenance task)
Freelance Fabrics, Kidlington	£1,200	V Hall refurb cost - supply & fit curtains
Greenscape In-spires	£100	Mowing 19 Aug
Total	<u>£3,359.98</u>	

##### **Sept 2014 - New payments for approval**

Sylvatrees Ltd	£216	Work to cedar, sports field
Playsafety Limited	£159.60	Inspection Roman Close and Sports field play areas
MEH Services	£30	August Churchyard mowing plus small areas, clean and grease machine
Greenscape In-spires	£100	Mowing 2nd Sept
KVHMC	£22.80	Room / hall hire 8 and 22 July
Barclaycard Commercial	£23.24	Stationery
C J Powles	£10	Re-imbure stationery and stamps
J P Draper	£31.98	Re-imbure cost Round-up
Total	<u>£593.62</u>	