

KIRTLINGTON PARISH COUNCIL

Minutes of the meeting held in the Village Hall on Tuesday 14th May 2013

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

1. Election of Chairman and Vice-Chairman

Cllr Charlesworth proposed and Cllr Kennedy seconded that Cllr Pratt be re-elected as Chairman and this was agreed *nem con*. Cllr Kennedy proposed and Cllr Charlesworth seconded that Cllr Macbeth be re-elected as Vice-Chair and this was agreed *nem con*.

2. Parish Council Sub-Committees

Finance: Cllrs Charlesworth, Pratt and Sadler.
Planning: Cllrs Charlesworth, Kennedy and van Loen.

3. Parish Council Representatives

Footpaths: Cllr Macbeth

Fuel and Wicker Trust: Mr Jonathan Haynes remained the Parish Council appointed Trustee.

Police liaison: Cllr Tylor (outlying areas of the parish)

Play Area: Cllr van Loen

Public Transport: *to be confirmed at the next meeting*

Recreation / Sports Field: Cllr Macbeth with the assistance of Mr Harrison

School Endowment Trust: Mr Eeley and Dr Grimshaw were happy to continue as the Parish Council appointed Trustees of the Kirtlington School Endowment Trust.

Village Hall Management Committee: Cllr Sadler. In his absence Cllr Kennedy with the assistance of Cllr Macbeth.

Website: Cllrs Charlesworth and Kennedy

4. Minutes of the meeting held on 9th April 2013

These were signed as a correct record.

5. Matters arising from the minutes

Dog fouling: It was agreed to contact the Cherwell DC Dog Warden to ask if the CDC surveillance notice at Tinker's Ditch could be relocated to near the gate at Hatch Way leading to the footpath to the Pound.

North Green / Mill Lane signs: The Clerk would make enquiries about the provision of a new sign at the Pound indicating the way to the Quarry and Lock.

Internet banking, as proposed at the previous meeting: it was confirmed that Cllr Pratt should make enquiries.

Community Service team: Cllr Macbeth reported the team had cleared the excess mud from Molly Minns Lane and some of the soil had been relocated to the sports field to fill ruts left by vehicles and mole runs. The remaining soil would be removed. The team would remove the brambles roots from the side of the Village Hall car park and one more day's work was envisaged.

6. Declarations of interest

None.

7. Reports

Cllr Charlesworth had met Mr Powles to discuss the practicalities of forming a suitable access to the Gravel Pit field for the Woodfuel Scheme's pick-up truck. Mr Powles was able to source natural local stone to act as non visually offensive hard core which could be re-used if needed to form access to the tennis court, and was easy to re-locate. The shed was

derelict and needed work before it could be used for wood storage. If a license were to be agreed a three-month tenure on a rolling basis might be suitable but if the tenure was for longer Sustainable Kirtlington would be able to invest more money in the repair of the shed. The Council agreed in principle to a tenure of more than three months. Mr Powles and Mrs Hawkesworth should be asked to provide a design for a non-permanent shed.

8. Village Hall, Play Areas and Sports Field

(i) Village Hall

The Council discussed KVHMC's first phase refurbishment proposals for the Village Hall and the draft grant application to Viridor Credits (Viridor Credits Environmental Company) for funding the costs. The overall cost of the refurbishment was in the region of £79,000 and the grant sum requested would be £50,000. The Parish Council could apply to Viridor Credits on behalf of KVHMC and would be able to reclaim VAT on the expenditure for which it was invoiced.

Cllr Sadler had proposed the following points, which were seconded by Cllr Macbeth. It was resolved unanimously that:

- a) The Parish Council will apply for the grant on behalf of the Village Hall Management Committee.
- b) The Parish Council fully supports the project, which is essential for the village.
- c) The Parish Council will donate £5000 towards the cost of the project.
- d) The Parish Council will reclaim the VAT on the relevant costs.

Cherwell District Council had written to advise that a New Homes Bonus payment of £6,925 was due to the Parish Council, for expenditure on a priority project for the benefit of the community. It was agreed the sum should be earmarked for the construction of the tennis court and the Council would apply for the release of the funds accordingly.

(ii) Play Areas

Roman Close Play Area: the Council considered the covenants in the draft transfer documents. It was agreed the lack of access to water and services was not an obstacle to signature. Further enquiries would be made about the potential Chancel Repair liability but subject to the matter being resolved satisfactorily it was agreed Cllrs Pratt and Macbeth could sign the transfer deed.

(iii) Sports Field and adjacent

Molly Minns Lane: it was agreed pea shingle should not be used here because it made the surface difficult for pushchairs and the infirm.

Sports field: this had not yet been rolled. KVHMC had received an enquiry from outside the parish about the possibility of hiring the field but not any of the Village Hall facilities for a barbecue on a Sunday afternoon in August and KVHMC sought the Council's views. Councillor Pratt asked for a show of hands. The votes were three against, one for and one abstention.

Use of the field: The Council agreed it was appropriate to charge all sports teams fees for the use of the field.

Under-9's football pitch: It was proposed that fees should be charged at £10 per match and £2 per training session, and this was agreed. As the under-9's team would not be booking the Village Hall rooms the question of how the pitch would be booked should be resolved at a later date.

Cricket square: this had been roped off. It was proposed and agreed that there should be a fee of £10 per month for the square this year for the period 1st June to 30th September, but from 2014 the period would be 1st May to 30th September.

9. Planning

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

Cherwell DC's consultation on its Register of Local Heritage Assets: Cllr Charlesworth had provided comments which had been submitted to Cherwell DC.

It was agreed Trumans should be asked to quote for a registration of first title for the Gravel Pit field and if the sum was not above £350 the Clerk should appoint them.

10. Correspondence

Cllr Pratt had written to Mr and Mrs Roskelly about construction traffic damage to South Green near the Manor House. Mr Roskelly had said he would be happy to make good damage when the work to the house was complete; Cllr Pratt had acknowledged that it was difficult for non-resident owners to monitor the matter.

11. Finance

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

Annual Return: the Clerk was confirmed as the Responsible Financial Officer with regard to the Annual Return.

12 A.O.B.

None.

Signed

D R Pratt

Chairman

Date

11th June 2013

KPC MEETING 14th May 2013

Agenda Item 9 - Planning report

NEW INFORMATION FOR MAY 2013 MEETING

Name Mr Kirtland, Application No 13/00094/TCA
Location The Forge, North Green
Proposal 1 x walnut - selective crown reduction of up to 4 m, pruning back to suitable branch unions
Parish Council No objection
CDC Permission granted 10 May

Name Mr and Mrs A Charlesworth, Application No 13/00215/F
Location Red House, Troy Lane
Proposal New porch an additional roof lights
Parish Council No objection recorded at March 2013 KPC
CDC Permission granted 11th April

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 recorded at May 2013 KPC

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 sent to Planning Inspectorate: confirms original objections.
Decision = none as at Tuesday 14th May 2013

KPC MEETING 14th May 2013

Agenda Item 11 - Financial report

1. ACCOUNTS STATUS

Current a/c at 29 April 2013	£7,109.17	
Subtract unbanked April chqs	(£180)	
	<u>£6,929.17</u>	
Saver a/c at 29 April 2013 (statements only quarterly)	£14,892.64	incl £2.23 interest for last quarter

2. PAYMENTS / RECEIPTS

ADDITIONAL APRIL PAYMENTS post last mtg (APPROVED PREVIOUSLY)

C & E Fencing	£627.29	Fencing and gate to Play Area extension (no VAT) as per quotation at April KPC plus gate at £199
Sylva	£180	Fell and log North Green Oak; stump grind, incl VAT

APRIL 2013 RECEIPTS

Cherwell DC	£8,963.56	First half of precept (£17,072) plus full CDC top up of £428, full year precept is £17,500.
WI	£322.90	Play Area fundraising, received w/e 13/14 April

MAY 2013 PAYMENTS

KVHMC	£9.60	Room hire 9th April
KVHMC	£9.60	Room hire 14th May
Aon UK Ltd	£1,075.75	KPC annual insurance premium
Banbury Turf	£1170	Play Bark for whole area incl VAT
Ady Podbery Grounds Care	£270	Sports field mowing April
D R Pratt	£112.53	Reimburse materials for Play Area incl weedstop membrane
C and E fencing	£20	top rails to Sports Field park boundary side
Cherwell DC	£192.50	Planning application fee, tennis court
MEH Services	£191.84	Mowing greens etc incl fuel
TOTAL CHQS	<u>(£3,051.82)</u>	

3. Note on additional government funding available via Cherwell DC:

£6,925	New Homes Bonus payment
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4. Note on Play Area refurbishment costs / income to date

	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 <i>Repair to large swing?</i>	£1170	(for whole area incl VAT: approx 50% bigger than previously) <i>Tba</i>
Overnight storage	£15	(KVHMC, Hazel Room)
Other	£20	(Top rails Park side per C Brinkworth)
TOTAL COSTS SO FAR	<u>(£10,553.33)</u>	
OCC grant	£7,500	
WI grant	£322.90	
<i>Village fete 2013</i>		<i>Fete Committee have promised donation</i>
TOTAL GRANTS SO FAR	<u>£7,822.90</u>	
KPC shortfall so far	<u>£2,730.43</u>	VAT can be reclaimed on some items