

<b>KIRTLINGTON PARISH COUNCIL</b>	
<b><u>Minutes of the Annual Council Meeting (AGM) held in the Village Hall on Tuesday 10<sup>th</sup> May 2016</u></b>	
Present:	Miss S van Loen, Dr H Macbeth, Mr D R Pratt (Chairman), Mrs R M Powles (Clerk), D Richardson, R Sadler, S Tylor
Apologies:	None
<b>Agenda Item</b>	<b>Action</b>
<p>1.       <b><u>Election of Chairman and Vice-Chairman</u></b></p> <p>Cllr Macbeth proposed and Cllr Sadler seconded that Cllr Pratt be re-elected as Chairman and this was agreed <i>nem con</i>. Cllr Sadler proposed and Cllr van Loen seconded that Cllr Macbeth be re-elected as Vice-Chair and this was agreed <i>nem con</i>.</p> <p>2.       <b><u>Parish Council Sub-Committees</u></b></p> <p>Finance: Cllrs Pratt and Sadler. Planning: Miss Christine Marsh and Mr Paul Kurgo would continue as non-council members of the Planning Sub-Committee. Cllr van Loen would be able to continue for a further year as the council member.</p> <p>3.       <b><u>Parish Council Representatives</u></b></p> <p><b>Footpaths:</b> Cllr Macbeth <b>Fuel and Wicker Trust:</b> Mr Jonathan Haynes remained the Parish Council appointed (“nominative) Trustee. <b>Police liaison:</b> Cllr Tylor. <b>Play Area:</b> Cllr van Loen <b>Public Transport:</b> Cllr Macbeth with volunteer assistants. <b>Recreation / Sports Field:</b> Cllr Pratt <b>School Endowment Trust:</b> Dr Grimshaw and Mr Eeley were happy to continue as the Parish Council appointed Trustee of the Kirtlington School Endowment Trust. <b>Village Hall Management Committee:</b> Cllr Pratt would continue to attend the meetings and act as the main point of contact. <b>Website:</b> Mr Cooke continued to act as webmaster; former Cllr Charlesworth would continue to provide essential updates also. <b>Airport liaison:</b> Cllr Richardson subject to points on which he had a conflict of interest. <b>NAG:</b> As at the previous AGM: the Council noted that this group was of little relevance to the parish but it remained a co-signatory.</p> <p>Cherwell District Council had confirmed the Parish Council could proceed to co-opt a new member to fill the vacancy.</p> <p>4.       <b><u>Minutes of the Parish Council meeting held on 12<sup>th</sup> April 2016</u></b></p> <p>The minutes were signed as a correct record.</p> <p>5.       <b><u>Matters arising from the minutes</u></b></p> <p>TCA application for works to South Green and Car Park trees: Jake Williams had completed the work on the lime trees on South Green, the Play Area Oak and the Car Park Holm Oaks. The work to the Leylandii hedge in the Car Park had been delayed until after the bird nesting season, in the autumn. Mounds of grass cuttings had been found behind the Holm Oaks, and Cllr Pratt had spoken to the mowing contractor.</p>	All KPC

Cllr Richardson had checked the speed indicator on the Heyford Road, which was no longer working. He had contacted the County Council and hoped to learn from them the name of the manufacturer.

DR

HM The Queen's 90<sup>th</sup> Birthday Celebrations: the PCC would hold an event on the afternoon of Sunday 12<sup>th</sup> June: there would be games on the Sports Field, parishioners were invited to bring a picnic to the Churchyard, there would then be a Church Service followed by a glass of wine. Cllr Pratt had liaised with Mr Clifford, Mrs Oldcorn, Mr Cherry and Mr Draper about the use of the field.

Kirtlington Charities: the Trustees intended to register title for the land at Ambrosden (defined originally in the J Wicker Trust) and the Furze land, prior to selling the Ambrosden field.

6. Declarations of interest

None.

7. Reports

Bus subsidies, provision of the 25a/25 service: Cllr Macbeth had attended the Transport Reps meeting on 3<sup>rd</sup> May. The County Council maintained that about 50% of current bus services would continue. Thames Travel had submitted a tender for the same route and same timetable (25 and 25A). Cllr Macbeth had asked which body was responsible for selecting the operators and it was the County Council. She had queried whether OCC might nominate an operator which offered a lesser service and was told this depended on various, complicated factors. OCC mentioned a pilot mini-bus scheme during school bus "down time", which would allow groups to book mini-buses. Cllr Macbeth recommended the Parish Council and MCNP should note this possibility if there were no evening bus service. She also recommended that the MCNP draw up a wish-list beyond the current service provided by the 25A because Neighbourhood Plans had an important role in the formulation of local transport plans.

**MCNP Transport Working Group:** Cllr Macbeth had attended the meeting on 14<sup>th</sup> April. Among the agreed priorities was the retention of the 25A bus service. Dorchester Group would ensure the S106 monies lodged with OCC for support of the 25A bus service would continue to be used for this purpose.

**MCNP Housing Working Group.** Miss Marsh had attended the meeting on 11<sup>th</sup> April. Members of MCNP would meet the Social Housing team at Cherwell DC. Cllr Macbeth recommended the Parish Council emphasize its priorities with regard to social housing, namely 100% priority for those with families in the village. The area's green infrastructure was recognized as important, and a green infrastructure plan might be an important way of protecting green spaces within the NP. Most but not all of the component parishes had Conservation Areas and a re-appraisal of Conservation Areas might be of use, although the practicalities of doing so might rule this out.

**MCNP Community Infrastructure working group:** Cllr Macbeth had attended the meeting on 20<sup>th</sup> April. The NP acknowledged there was generally a lack of GP provision in the NP area. Dorchester Group had commissioned a retail report to establish what retail facilities would be useful at Heyford Park. Cllr Macbeth hoped that young parents might be able to survey the village facilities (the amenity survey), and Cllr Richardson offered to make enquiries.

Cllr Macbeth said there had been discussion of the re-opening of Ardley Station, which she considered would be very advantageous to Kirtlington.

Cllr Macbeth and Miss Marsh would attend the MCNP Forum meeting on 11<sup>th</sup> May. Cllr Macbeth had heard no more about the potential meeting at Cherwell DC to discuss Category A villages.

MCNP next parishioner engagement / Village Fete on 25<sup>th</sup> June: the Council agreed a space should be booked for a stand and display.

DP

<p>8. <u>Village Greens</u></p> <p>Landscaping to front elevation of the Coach House, South Green and at the side entrance to Manor House: The previous owner and her daughter had confirmed that no low-level walls had existed previously at the base of the Coach House, for a period of about fifty years until the sale of the property in 2011, and that between the buttresses there had been only a few plants, and the remaining area at the foot of the Coach House and to either side of the new driveway had been grass verge growing through and flush with the tarmac tracks.</p> <p>It was agreed to offer Mr Roskelly a licence which would allow him to keep the walls and landscaping, unenclosed, for a period of twenty-five years, at a one-off lump sum of £17,844, being the cost of resurfacing the South Green tarmac tracks per the quotation from G &amp; I Ayres. The Council would then relieve Mr Roskelly of the responsibility of repairing the South Green grassed area (following the damage caused by construction and contractors' vehicles during the refurbishment), and of any contribution to the cost of installing bollards. Cllr Pratt would write to Mr Roskelly.</p> <p>Cllrs Pratt and Sadler had assessed the numbers and positions of the bollards for South Green. About 30 bollards were needed, at a cost of about £2,000, and installation by Jake Williams would be an additional cost. It was suggested a circular to residents might help raise funds for the bollards.</p> <p>9. <u>Village Hall, Sports Field and surrounds</u></p> <p><u>(i) Village Hall</u></p> <p>Cllr Pratt had attended the meeting on 18<sup>th</sup> April. The Committee proposed a new sign, "Kirtlington Village Hall at the Centre of your Community" and were obtaining quotations.</p> <p><u>(ii) Sports Field</u></p> <p>Dog fouling: the Council noted this problem had become serious, and Cllr Macbeth had submitted an article for publication in the next Village News and would liaise with Rob Cooke about an article for the website. Cllr Pratt would contact Cherwell DC about the provision of free bags to the shop.</p> <p>Cllr Macbeth queried whether a missing stile step could be replaced and Cllr Tylor offered to speak to Mrs Nicholson.</p> <p>Graveyard extension: Cllr Sadler and the Clerk had reviewed the process undertaken in 1994, which had taken about two years. Cllr Sadler had asked Mr Summerfield to arrange a meeting with members of the PCC so that the various steps which would be required now could be discussed. Cllr Sadler had spoken to Mr Draper and Mr Cherry who had suggested that about 35 yards of wall would need to be built, at about £200 / yard. A survey would be an additional cost. Mr Draper had offered to repair the churchyard gate.</p> <p><u>(iii) Play Area</u></p> <p>Cllr van Loen was worried that a small gap in the fence gave easy access to foxes, which were raiding the bins for left-over fish and chips. Cllr Tylor offered to mend the gap in the fence but explained that foxes would climb the fence if they smelled food. It was agreed to approach Mr Braiotta. Cllr van Loen would try to arrange a bark delivery before the Fete on 25<sup>th</sup> June.</p> <p>10. . <u>Planning</u></p> <p>(i) Gladman application 14/02139/OUT, Public Hearing held on 2<sup>nd</sup> and 3<sup>rd</sup> February: no date or decision announced.</p> <p>(ii) MCNP working groups:</p> <p>As above, Item 7, Reports.</p>	<p>HM, DP</p> <p>ST</p> <p>RP, RS</p> <p>ST,DP SvL</p>
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(iii) Ryefurlong: the new owners had agreed to contribute £100 p/a towards the cost of the mowing and upkeep of the footpath between Hatch Way and the Pound.

(iv) Monthly planning schedule: update since the previous meeting, to be filed with the approved minutes.

11. Correspondence

Cherwell DC Parish Liaison meeting, Weds 8<sup>th</sup> June: Cllr Pratt and the Clerk would attend; the Clerk would circulate details of the full agenda when these were available.

Cherwell DC invitation to LEADER (EU Funding scheme) event, Tackley, 12<sup>th</sup> May: Cllr Pratt would attend.

12. Finance

Barclays Bank had not yet replied to the application for a third signatory to the Council's cheques.

Council insurance: the Clerk had obtained an alternative quotation from Zurich but had not yet received the requested revised quotation from the Council's current insurers, Aon. It was agreed that Cllrs Pratt and Sadler should decide which provider to appoint when further information was received, and approve the payment of the premium as the cover renewal date was 1<sup>st</sup> June.

13. AOB

Cllr Macbeth requested consideration of the creation of a footpath to the Church Gate from the Village Hall car park following a similar route to that which existed previously. Cllrs Tylor and Pratt suggested Mrs Nicholson should be consulted on the matter.

District Council Elections 5<sup>th</sup> May: all three Conservative candidates had been elected, thus the new Councillors for the ward were James MacNamara, Ian Corkin, and Barry Wood.

Annual Parish meeting, 31<sup>st</sup> May: the Clerk would liaise with Councillors about setting up Hall in preparation for the meeting.

Signed ***D R Pratt*** Chairman

Date **14.6.2016**

