

KIRTLINGTON PARISH COUNCIL		
<u>Minutes of the Parish Council meeting held in the Village Hall on Tuesday 12th April 2016</u>		
Present:	Dr H Macbeth, Mr D R Pratt (Chairman), Mrs R M Powles (Clerk), D Richardson, R Sadler, S Tylor	
Apologies:	Miss S van Loen	
Agenda Item	Action	
<p>Before the scheduled agenda items Cllr Pratt reported the resignation of Cllr Charlesworth because of work commitments. The Council noted its regret, and its gratitude for Cllr Charlesworth's contribution since 2010, particularly in initiating and facilitating the provision of fibre optic broadband to the parish, setting up the village website and his assistance with major planning matters in the last few years. The District Council would advertise the vacancy in the usual way.</p> <p>Cllr Pratt welcomed Cllr Sadler back to the new season's meetings.</p> <p>1. <u>Minutes of the Parish Council meeting held on 8th March 2016</u></p> <p>The minutes were signed as a correct record.</p> <p>2. <u>Matters arising from the minutes</u></p> <p>TCA application for works to South Green and Car Park trees: this had been approved. Mrs Scraggs was liaising with Jake Williams about the work to her side of the Lleylandii hedge, which would be at her cost.</p> <p>Thames Water, sewerage problems: Cllr Macbeth had decided to delay writing to Offwat but had submitted the collated information as part of the Parish Council's response to the Local Plan Part 2 consultation. She and others had observed that contractors were carrying out unidentified sewerage-related work in the village.</p> <p>3. <u>Declarations of interest</u></p> <p>None.</p> <p>4. <u>Reports</u></p> <p>Bus subsidies, provision of the 25a/25 service: the County Council had informed transport reps and interested parties that the tender for an hourly service had been sent to potential service providers, but as yet the route was not clarified.</p> <p>Cllr Macbeth would attend the MCNP Transport Working Group meeting on 13th April. Ms Marsh had attended the MCNP Housing Working Group on 11th April. Dorchester Group hoped to meet Cherwell DC to discuss the District Council's current view on allocations for Category A villages, and Cllr Macbeth hoped the Parish Council would be able to attend the meeting, once it was arranged.</p> <p>Cllr Pratt expressed his thanks to all who had helped members of the Village Hall Management Committee in the repainting of the main hall on 3rd April. He and Cllr Richardson had joined a group of VHMC volunteers for the day.</p>		

<p>5. <u>Village Greens</u></p> <p>Landscaping to front elevation of the Coach House, South Green and at the side entrance to Manor House: Cllr Pratt referred to the Planning Permission of August 2014 (14/00228/DISC) for the landscaping works (Garden Concept, dated May 2013), which were a condition of the original Planning Permissions (13/00019/F and 13/00020/LB). The Council noted that planning permission did not convey the right to carry out acts of ownership, such as encroachment on land owned by others, and that photographic evidence provided by Mr Roskelly of the previous frontage appearance was inconclusive.</p> <p>Cllr Pratt had obtained two quotations for the re-surfacing of the South Green tarmac tracks. Gravel resurfacing with an overhaul of the base would cost around £18,000 and full re-tarmacing of the tracks would cost around £28,000. He suggested parishioners could be approached for contributions to the cost.</p> <p>Greens mowing quotations: Cllr Pratt confirmed he had re-appointed Greenscape Inspires. The Council agreed payment for each cut should be made on the day of the cut, at £120 per session.</p> <p>Mowing carried out by Mr Harrison: Mr Harrison had provided a schedule of the areas he mowed regularly, and it was agreed the Council was happy for him to continue with these.</p> <p>It was agreed to ask the new owners of Ryefurlong if they would consider contributing to the cost of the mowing and upkeep of the footpath between Hatch Way and the Pound.</p>	RP
<p>6. <u>Kirtlington Charities</u></p> <p>The Trustees had contacted the Council to advise they wished to sell the land at Ambrosden, originally designated in the John Wicker Trust, which amounted to about 6 acres, and was part of an SSSI. The charitable objects were the provision of financial assistance to the needy of the parish. The Council agreed it had no objection to the sale and requested only that the sale proceeds would be applied in line with the charitable objects.</p> <p>7. <u>Village Hall, Sports Field and surrounds</u></p> <p><u>(i) Village Hall</u></p> <p>HM The Queen's 90th birthday celebrations: Cllr Pratt had attended the last next Committee meeting and had referred again to the grant offer from Cherwell DC, for an event between 16th April and 30th September. The Council agreed it was not able to organize such an event this year; the VHMC had indicated it was in the same position. It was agreed the Clerk would contact the W.I. and the School and forward the information on the grant, but should make it clear that either wished to organize an event the Parish Council they would be responsible for their own financial arrangements. However, potentially a grant application could be made in the Parish Council's name.</p> <p>Hedgerow proposal between Car Park and Park (Mrs Hawkesworth): the Park owners had advised a hedge could not be planted on the Park side of the fence because it would not be cattle-proof; the Council agreed it was not possible to plant a hedge on the northern boundary of the Car Park (Car Park side) because that area had to be kept free for car access to the Park on Village Fete days, or potentially for overflow parking for South Green residents.</p> <p><u>(ii) Sports Field</u></p> <p>Graveyard provision: Cllr Pratt had thanked Mrs Nicholson. He thought it likely that the Council would be responsible for most of the administration. The Council confirmed its agreement to Mrs Nicholson's stipulation that there should be no further incursion into the Sports Field after this small extension.</p> <p>The PCC's secretary, Mr Summerfield, had written to ask the Council whether it could inspect the state of repair of the gate from the Churchyard into the Sports Field; Cllr Sadler and the Clerk would inspect it.</p> <p><u>(iii) Play Area</u></p> <p>No update.</p>	

<p>8. <u>Defibrillator</u></p> <p>Cllr Richardson had met Mrs Shackleton recently, before the publication of the Village News. The Village News had commenced fundraising.</p> <p>9. <u>Planning</u></p> <p>(i) Gladman application 14/02139/OUT, Public Hearing held on 2nd and 3rd February: the decision date had not been announced.</p> <p>(ii) MCNP working groups:</p> <p>As above (Item 4, Reports); also, a Facilities working group would be held on 20th April.</p> <p>(iii) Monthly planning schedule: update since the previous meeting, to be filed with the approved minutes.</p> <p>10. <u>Correspondence</u></p> <p>The County Highways team had contacted the Council to report that the flashing speed indicator on the Heyford Road was faulty. Cllr Richardson would investigate.</p> <p>NALC (the National Association of Local Councils) was co-ordinating an online petition for third party rights of appeal to the Planning Inspectorate against certain planning decisions. It was agreed the Council would “sign” the petition.</p>	DR
<p>10. <u>Finance</u></p> <p>A third signatory to the Council’s cheques was needed following Cllr Charlesworth’s resignation. It was agreed to nominate the Clerk, and Cllr Pratt would liaise with Barclays Bank.</p> <p>The Clerk would obtain a revised premium quotation from the Council’s current insurers, Aon, and a competing quotation from Zurich.</p> <p>Annual Return for the year to March 2016 – the Clerk was confirmed as the RFO. The Annual Return would be tabled for approval at the meeting on 14th June.</p>	DP RP
<p>11. <u>AOB</u></p> <p>Date of the next meeting: 10th May (the Council’s Annual Meeting – allocation of roles).</p> <p>Annual Parish meeting, to be held by 1st June: the Clerk would liaise with the Village Hall Bookings Clerk and Parish Councillors.</p> <p>Signed <i>D.R.Pratt</i> Chairman</p> <p>Date <i>10/5/2016</i></p>	

KPC MEETING 12th April 2016, Agenda Item 9

PLANNING - NEW INFORMATION FOR APRIL 2016 MEETING

Name	Gladman Developments, Application No 14/02139/OUT
Location	Land off Station Road / Lince Lane
Proposal	Outline permission for 75 dwellings
Parish Council	<i>Objection</i>
CDC	<i>Permission refused March 2015, appeal lodged 21st September. Public Hearing 2nd and 3^d February 2016. No information at 12th April</i>
16/00085/CLUE	The Stables, Mill Lane, Mr And Mrs Fanner Certificate of Lawfulness of existing development for change of use of former stables and adjoining garden land to residential use; storage of four caravans; erection of two greenhouses; erection of a barn to be used for gardening and agricultural uses
Parish Council	<i>Comments sent Fri 11th March in conjunction with comments on 00173/F re Tea Room trading</i>
CDC	<i>Permission granted 11th March. Decision notice and site map only in public domaine.</i>
16/00173/F	The Tea Rooms, Mill Lane - Ms Elizabeth Jane Fanner Retrospective change of use of land for a Tea Garden. The use of an outbuilding as a kitchen/preparation and serving area. The use of two marquees, three gazebos and a customer toilet all in conjunction with the Tea Garden
Parish Council	<i>Objection. Comments sent Fri 11th March in conjunction with comments on 00085/CLUE re change of use of former stables.</i>
CDC	<i>Decision due 18th April.</i>
16/00071/F	Barn House Kirtlington Stud Crowcastle Lane, Mr Chris Budgett, Kirtlington Stud Ltd. <i>Resubmission of 15/01787/F</i> Side extension to form Grooms accommodation for key worker use - Re-submission of 15/01787/F
KPC	<i>No objection email</i>
CDC	<i>Permission refused, 10th March. Residential development in the open countryside beyond the built up limits of the nearest settlement, for which it has not been demonstrated that there is an essential need. Therefore would be an unjustified and unsustainable form of development</i>
15/02208/F	Appletreewick Heyford Road, Ms Louise Fleming Part two storey, part single storey, side return extension
Parish Council	<i>Objection - Visual impact on Conservation Area in sensitive location opposite registered Kirtlington Park.</i>
CDC	<i>Permission granted 11th March for amended plans/elevations.</i>
16/00002/F	Sundown, Crowcastle Lane, Mr & Mrs N & D Perry Extension and alterations (full rebuild, including current concrete hardstanding).
Parish Council	<i>Objection – effect on light & amenity of Silver Birch Cottage, scale out of proportion with neighbouring properties, visual impact from Mill Lane / the Oxfordshire way.</i>
CDC	<i>Advised – application declared invalid.</i>
16/00154/F	Stone Cottage South Green - Mr & Mrs Dunseath Single storey side extension
Parish Council	<i>No objection but pavement will have to be closed during construction, also possible impact on parking in vicinity.</i>
CDC	<i>Application withdrawn.</i>
16/00125/F	Park Farm Barn North Of Hornbeam Cottage Akeman Close - Mr Budgett Change of Use from agricultural barn to Equine Veterinary facility. Minor alterations to the exterior of the building including new timber sliding doors, timber cladding and new entrance door.
KPC	<i>No objection email 23rd Feb</i>
CDC	<i>Permission granted 24th March, the living accommodation only to be used as overnight accommodation by the registered vet in connection with the facility, not to be used as a permanent residence.</i>

KPC MEETING 12th April 2016, Agenda Item 9, *continued*.

- 16/00153/LB Park View Cottage Heyford Road - Mr and Mrs P Whetter
Remove section of glazed roofing and replace with a slate covered roof with conservation roof-lights.
Add casement window to play-room. Add underfloor heating to existing play-room (electric mat to sit
beneath engineered floor).
KPC *No further comments to amendments (no objection).*
CDC *Permission granted 22nd March.*
- 16/00034/TPO The Old Bakehouse South Green – Mr and Mrs Hammond
Scots Pine - Section fell storm damaged/Faulted tree to facilitate new garden layout and tree planting –
Subject to TPO/011/2004
KPC DETAILS RECEIVED LATE, objection – lack of evidence re health of and prognosis
for tree.
CDC Permission granted.
- 16/00102/F Stonehaven, Troy Lane - Mrs Kate Buckingham-Fry
Erection of a Treehouse
KPC Objection email, 21st March
CDC Decision awaited.
- 16/00069/TCA Kirtlington Parish Council
Land at South Green and Car Park adjacent to Otters Pond
8 x lime trees, South Green – crown lift and limited tip pruning; 2 x Holm Oak trees, car park – remove
lower branches; Lleylandii hedge, car park – reduce height by half; oak tree in Play Area – crown lift
above new climbing frame.
CDC Permission granted (no objections, no need for any TPO) 31ST March.
- 15/02282/F North Green Cottage North Green Kirtlington - Mr & Mrs Matt Queralt
Two storey extension to side/rear
KPC Objection following Case Officer update –
parking problem not resolved, extension too large for small cottage, loss of a two-bedroom property.
CDC OCC Highways originally recommended refusal unless applicants demonstrate they
could replace the parking. Amended plan shows gravel parking area to side.
CDC Decision awaited.

KPC MEETING 12th April 2016

Agenda Item 11 - Financial report

1. Bank balances and payments for approval:

Additional March payment, after competitive quotes obtained for greens mowing:

Greenscape Inspires	£	120.00	First cut of season 29th March
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Bank statements at 29 March 2016

Current a/c at 29 March 2016	£27,785.39	Includes VAT reclaim of £4,295.99
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Saver a/c at 29 March 2016	£3,435.66	includes 43p interest for last quarter
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£31,221.05

Unbanked cheques	<u>-£</u>	<u>652.09</u>
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£30,568.96

Receipt not on statement	£	3,705.00
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£34,273.96

New Homes Bonus payment, Churchyard extension, CDC made BACS payment 26/03

CASH AT BANK at end of Financial Year

April 2016 Payments

Greenscape Inspires 11th April	£	120.00
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Greens mowing 11th April

MCNP Forum	£	451.00
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£450 grant + £1 membership (See KPC minutes December 2015)

R M Bone	£	2,311.56
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Clerk's salary - payment in arrears for last quarter minus £40.44 Employee NICs

HMRC	£	85.15
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Employer's NICs at £44.71 plus Employee's NICs at £40.44 (no tax due)

Ady Podbery	£	192.00
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Field mowing on 2 and 23 March

KVHMC	£	11.00
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Room hire 8Mar

Cherwell DC	£	96.10
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Empty 2 dog bins winter period

TOTAL	£	3,266.81
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