

KIRTLINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Village Hall on Tuesday 12th July 2016 at 7 p.m.

Present: Miss S van Loen, Dr H Macbeth, D R Pratt (Chairman), Mrs R M Powles (Clerk), D Richardson, R Sadler, Cllr Ian Corkin (Cherwell District Council, until 7.10 p.m.)
In attendance: E King, Keith Neil-Smith, Andrew Butt, W Twiddy, (all until 7.50 p.m. only, Mr J East (7.30 - 7.50 p.m., and 8 p.m. until close of meeting), Miss C Marsh (until 8 p.m.)
Apologies: S Jenkins, S Tylor

Agenda Item

Action

1. Co-option of Parish Councillor

Cllr Macbeth proposed that Stuart Jenkins be co-opted to the Parish Council. Cllr Richardson seconded the proposal and it was agreed, *nem con*.

Cllr Pratt welcomed Cllr Ian Corkin to the meeting and invited him to report on District Council matters. Cllr Corkin confirmed that Martin Lipson and MCNP members had met Cherwell District Council planning department members the previous week. At that meeting Mr Lipson had commented that Cherwell DC had previously been under-resourced as regards neighbourhood plans; Cllr Corkin said Cherwell DC had recently recruited a member of staff whose primary task would be to liaise with Neighbourhood Plan teams. The County Council and District Councils proposals for devolution were now being examined by Whitehall officials; it was hoped that an opinion would be issued by Whitehall in the autumn. The self-build site at Graven Hill was now open for applications – any resident of Cherwell District was able to apply for a property site. Cllr Corkin left the meeting at 7.10 p.m.

Cllr Pratt invited Mr King and his advisors to speak. Mr King outlined a proposal for a development of about ten properties in the Ryefurlong field which he co-owned with his brother; Mr Neil-Smith (architect) presented a large-scale site plan and sketches. They hoped the layout, the number of properties and the architectural style would be considered appropriate and sympathetic. The majority of the properties would be rented, about two would be sold and the remainder of the field would be subject to a restrictive covenant in favour of the Parish Council. They hoped for feedback from the Parish Council and were holding a consultation event in the Village Hall from 4 p.m. to 8 p.m. on 13th July.

Cllr Pratt said the Council would not comment immediately but would want to take into account parishioner reaction. Cllr Richardson asked what would be the life of the rental period, given that the development needed to be commercially viable. Mr King said he hoped he would still own the properties and be renting them in forty to fifty years' time.

Mr East entered the meeting room at 7.30 p.m.

Mr Butt (development advisor to Mr King) referred to the Cherwell Local Plan and suggested the development could provide a good alternative to the modest growth required by the Plan. In response to a query from Cllr Pratt Mr King said he had not yet sought advice from Cherwell District Council. Cllr Macbeth queried whether the remainder of the field would continue in agricultural use; Mr King confirmed this but said the type of use could be flexible and might include grazing for residents' horses or an orchard.

Cllr Pratt referred Councillors back to the agenda and the normal business of the meeting resumed.

2. Minutes of the Parish Council meeting held on 14th June 2016

The minutes were signed as a correct record.

3. Matters arising from the minutes

Cllr Pratt asked Mr Twiddy if he had any comment or update since the previous meeting. Mr Twiddy had

<p>spoken to Mr Roberts, a senior executive at Thames Water, and a Case Officer would arrange for an engineer and a surveyor to meet the Parish Council in the village centre; about two weeks' notice would be given. He would forward the case reference number to the Clerk; Cllr Macbeth noted that Mrs Banks should be kept informed. With regard to the Jersey Cottages site, Mr Twiddy had appointed a new design team, and subject to Data Protection considerations might be able to provide feedback on the public consultation held in 2015.</p>	WT / RP
<p>Mr King, Mr Neil-Smith, Mr Butt and Mr East left the meeting at about 7.50 p.m..</p>	
<p>Speed indicator on the Heyford Road: Cllr Richardson had obtained a key and checked the battery and found it to be custom-made. He had contacted the manufacturer who could provide a new one for £240 plus VAT and could probably fit it. He would confirm this with the Council in due course. The life span of a new battery would be about ten years, similar to the first.</p>	DR
<p>At around 8 p.m. Miss Marsh left the meeting and Mr East returned.</p>	
<p>4. <u>Declarations of interest</u></p>	
<p>None.</p>	
<p>5. <u>Reports</u></p>	
<p>Bus subsidies, 25A service: Cllr Macbeth noted that the departure and arrival times from 25th July would vary slightly from the current schedule.</p>	
<p>6. <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 had not yet received a reply from Mr Roskelly. It was agreed the Council should now write formally to Savills, further to its previous correspondence, to confirm the dispute.</p>	DP
<p>Resurfacing of South Green tracks: It was agreed to approach other village users of the tracks for voluntary donations, as many used the tracks to access the Village Hall and sports field facilities, and so a "crowd funding" request would be submitted for publication in the Village News. Cllr Macbeth queried whether the cost was something which could be assisted by an increase in Precept funding; Cllr Sadler said the repair was capital expenditure, whereas the Precept catered for normal revenue expenditure, and so it was not appropriate to use the Precept for this purpose. Cllr Pratt would ask the Village Hall Management Committee whether hire charges for the Hall could be used to raise funds, or whether the Committee could assist in some other way with the fundraising. It was confirmed that if insufficient funds were raised, donations would be returned.</p>	RS DP
<p>7. <u>Village Hall, Sports Field and surrounds</u></p>	
<p><u>(i) Village Hall</u></p>	
<p>Cllr Pratt had attended the recent meeting. It seemed the Committee had elicited a favourable response from the supplier of the now warped timber window frames.</p>	
<p><u>(ii) Sports Field</u></p>	
<p>Graveyard extension: Cherwell DC had advised that plans showing the location and dimensions of the new section of wall should be submitted with any planning application; the application could be submitted as one document and the LPA would deal with the separate elements (change of use, Listed Building consent, planning permission) as appropriate. The Clerk had written to Mr Summerfield to ask him to check with the relevant Church authorities as to whether notice (of the planning application) would need to be served on the Church Commissioners, and whether the landowners needed to state specifically that the additional area of land was to be gifted to the Church.</p>	
<p><u>(iii) Play Area</u></p>	
<p>Cllr van Loen had submitted an article and photographs to the Village News on the formal opening of the Climbing Frame.</p>	

<p>8. <u>Planning</u></p> <p>(i) Jersey Cottages site: Mr Twiddy had compiled a schedule of the comments submitted in relation to the original application but as yet there was no response which showed how the Council's concerns would be addressed.</p> <p>(ii) Ryefurlong: see above, before Item 2.</p> <p>(iii) Mid-Cherwell Neighbourhood Plan / Village Fete: Cllr Macbeth said about 30 questionnaires had been completed at or following the Fete, and she thought this might be a relatively good number of responses.</p> <p>At the recent Forum meeting there had been further discussion about use of brownfield land or use of heritage site land, and what should be designated as heritage. The County Council would start looking at transport issues in the next few months. Cllr Macbeth would liaise further with the Forum about its recent initiative to obtain responses to the questionnaire from village societies.</p> <p>(iv) Monthly planning application schedule (to be filed with the approved minutes): Gladman application 14/02139/OUT (appeal was dismissed on 12th May): Cherwell DC had confirmed there had been no application for Judicial Review by the deadline of 23rd June.</p>	HM
<p>9. <u>Correspondence</u></p> <p>The Clerk would forward a recent letter from Islip surgery, which asked for views on how the practice could communicate best with patients, such as via a representative or village website.</p>	RP
<p>10. <u>Finance</u></p> <p>Monthly schedule of payments and receipts: the new payments were approved. Additional payments of £144 per fortnight (until the September meeting) were approved for Greenscape Inspires (greens mowing).</p> <p>OALC Training courses: fees were approved as follows: Finance, 21st September (£65 plus VAT) – the Clerk; Planning, 3rd November (£35 plus VAT) – Cllr Richardson; New councillors 10th Sept or 5th Oct (£75 or £65 plus VAT) – Cllrs Richardson and Jenkins.</p>	
<p>11. <u>AOB</u></p> <p>Cllr Richardson reported that Mrs Richardson hoped to raise funds locally for a dog bin and its subsequent regular clearance. He would forward further queries from Mrs Shackleton relating to the defibrillator fundraising project, after the meeting. The Council re-iterated its support for a grant application for funding for the project.</p> <p>Cllr Macbeth reported that the Community Service team had had to cancel its visit on 12th July but would return, on two subsequent Sundays.</p>	DR
<p>Cherwell DC was due to publish the final version of its Local Enforcement Plan; the Clerk would circulate details.</p> <p>Cllr Pratt invited Mr East to comment. Mr East suggested a dog bin could be placed at the end of the footpath from Hatch Way, opposite the Pound. He also expressed concern about fire engine access to Mill Lane on Tea Room trading days because of the number of visitor vehicles; as a separate matter his access (tractor and trailer) to the Ryefurlong field was being blocked by these cars.</p>	RP
<p>Signed <i>D R Pratt</i> Chairman</p> <p>Date 13.9.2016</p>	

KPC MEETING 12th July 2016, Agenda Item 8

PLANNING - NEW INFORMATION FOR JULY 2016 MEETING

14/02139/OUT	Gladman Developments, Land off Station Road / Lince Lane Outline permission for 75 dwellings
Parish Council	Objection
CDC	Permission refused March 2015, appeal lodged 21 st September, Public Hearing 2 nd and 3 rd February 2016, Appeal dismissed 12 th May 2016, no application for Judicial Review by deadline of 23 rd June.
16/00102/F	Stonehaven, Troy Lane - Mrs Kate Buckingham-Fry Erection of a Treehouse
KPC	Objection 21 st March; objection 7 th June, the revised plans of 17 th May offer no improvement, the comments of 21 st March still apply.
CDC	Amended plans provided 17 th May (location opposite Scout Hut). Permission granted 29 th June.
16/00643/F	31 Hatch Way - Mr Michael Jeffs Alterations to a conservatory approved CHS.147/88 - replace existing openings & bradstone wall with UPVC doors, replace glazed roof with clay tile and lead flat roof
KPC	No objection
CDC	Permission granted 14 th June.
15/02282/F	North Green Cottage North Green - Mr & Mrs Matt Queralt Two storey extension to side/rear
Parish Council	Objection.
CDC	Permission granted 20 th June. Conditions include obscure glazing to three side and rear facing windows, LPA to approve parking and manoeuvring areas, these areas to be kept unobstructed except for parking or manoeuvring.
16/00002/F	Sundown, Crowcastle Lane - Mr & Mrs N Perry Rebuild to extend existing dwelling (resubmission)
KPC	No change in the application details therefore previous comments unchanged: objection some concern about style in Crowcastle Lane setting.
CDC	Decision awaited.
16/00121/TCA	Corner Cottage, Bletchington Rd - Mr Giles, Fell 1 birch and 1 spruce.
KPC	Would prefer the birch to be retained.
CDC	Permission granted 4 th July.
16/00887/F	1 Gossway Fields - Andy and Lorraine Flood, Single storey front extension and two storey side extension (revised scheme of 15/01166/F to increase width of first floor extension).
KPC	No objection subject to off road parking provision
CDC	Permission granted 8 th July
16/00918/F	Stoke House, South Green - Barbara Jeffries Erection of new timber frame garage and garden store with studio above
KPC	Objection – too far from main dwelling, scale would harm the Conservation Area and potentially the setting of adjacent listed buildings.
CDC	Application withdrawn; CDC advised the proposed domestic use on agricultural land was not acceptable, also harmful impact on setting of Gd II* listed church, and impact on openness of setting as described in Conservation Area assessment.
16/00836/F	Stone Cottage, Oxford Road/South Green - Mr and Mrs Dunseath Single storey side extension to provide workshop and home office - re-submission of /00154/F
KPC	Objection to the glazed apex/ridge roof lights. Comments submitted in relation to the original application still apply.
CDC	CDC – Permission granted, 29 th June.

16/00940/F Parkview Bletchingdon Road - Mr and Mrs de Villiers
Erection of single storey extension and demolition of existing ancillary accommodation
KPC No objection but perhaps the low wall at the front of the property could be
replaced by a hedge to soften the appearance at this approach to the Conservation Area.
CDC Decision awaited.

16/01081/F Park Farm, Akeman Street — Mr James Budgett
Two-bay extension to existing grainstore.
KPC No objection on the assumption it remains an agricultural building.
CDC Decision awaited.

KPC MEETING 12th July 2016

Agenda Item 10 - Financial report

Bank balances; payments for approval:

Additional payment approved at June 2016 meeting

Zurich Municipal	£812.70	Premium for main council insurance cover
------------------	---------	--

Bank statements at 29 June 2016

Current a/c at 29 June 2016	£37,573.18	<i>As stated last month: sum includes first Precept payment for yr 16-17 at £11,368.68 and NHB for churchyard at £3,705 (received 31st March).</i>
Saver a/c at 29 June 2016	£3,436.09	<i>43 p interest for 7 Mar - 5 June</i>
	£41,009.27	
Unbanked cheques	<u>-£2,372.39</u>	Includes Banbury Turf £1,404
	£38,636.88	

Receipts, July 2016

Mr and Mrs Cox	£	500.00	South Green re-surfacing
----------------	---	--------	--------------------------

July 2016 payments

Kirtlington Village Fete	£	20.00	fee for KPC stand
R M Bone	£	2,433.00	Clerk's salary for first quarter in arrears minus Employee's NIC of £57
HMRC	£	120.76	Employer's and employee's NICs payment for first quarter
R M Bone	£	99.88	Reimburse out of pocket expenses - stationery
D R Pratt	£	37.95	Reimburse white line marker & wine for Play Area opening ceremony
MEH Services	£	121.17	Greens mowing and fuel
Ady Podbery	£	480.00	Mow sports field in June
TOTAL	£	3,312.76	

PWLB Direct Debit 8th August

Loan repayment	£	758.75	Balance outstanding before this payment is £1,405.83.
----------------	---	--------	---

Estimates / potential costs to note for July 2016 meeting

RoSPA (Play Area inspection fee)	Costs for Non-Commercial Play Areas are £366.50 plus VAT per site at up to 5 items of equipment - anything over 5 is charged at £3.50 plus VAT per item)
JAB Charlesworth	First annual Fee for back-up website plan - £77 approximate
OALC Training fees (per delegate)	New councillors £65 or £75; Finance £65; Planning £35 (all plus VAT)