

KIRTLINGTON PARISH COUNCIL
Minutes of the Parish Council Meeting held in the Village Hall
on Tuesday 14th March 2017 at 7 p.m.

Present: Dr H Macbeth, Mrs R M Powles (Clerk), D R Pratt (Chairman), D Richardson
In attendance: J East

Agenda Item	Action
<p>1. <u>Apologies</u></p> <p>S Jenkins, R Sadler, S Tylor, Cllr Corkin (Cherwell DC).</p> <p>2. <u>Declarations of Interest – pecuniary interests / conflicts of interest</u></p> <p>Cllr Pratt declared a non-pecuniary conflict with regard to Mill Lane matters.</p> <p>3. <u>Approval of the Minutes of the Parish Council meeting held on 14th February 2017</u></p> <p>The minutes were approved.</p> <p>4. <u>District & County Councillor Reports</u></p> <p>The Council noted the latest County Council reports circulated by Cllr Tim Hallchurch.</p> <p>5. <u>Progress reports</u></p> <p>Consumer Council for Water: CCW had written to advise that third party consent was needed before the Council could make representations on behalf of affected parishioners. Mr Twiddy had advised he was still in touch with Thames Water with regard to the village sewerage infrastructure problems and hoped for an update by 23rd March.</p> <p>Leylandii hedge, car park: work to reduce the height of the hedge by half was completed on 6th and 7th March.</p> <p>Roman Close Play Area debris and weeds: Mrs Trudy Brock had provided information on recent expenditure on maintenance equipment and further purchases which would be needed for the new season. The Council confirmed its agreement of September 2016 to donate a further £200 for these costs.</p> <p>County and District authority structure debate: The Clerk confirmed she had completed the County Council’s online survey on behalf of the Parish Council, opposing a single unitary authority. Cherwell District Council had launched a petition against those proposals and had circulated details to Town and Parish Councils for further dissemination. Cllr Barry Wood as Leader of the District Council had invited representatives of Town and Parish Councils to an extraordinary meeting to discuss the local authority structure issues on 21st March at Cherwell District Council’s offices; Cllr Pratt and the Clerk would attend.</p> <p>6. <u>Highways safety, visibility problems</u></p> <p>The note for residents of Dashwood Mews to put on the windscreens of cars parked illegally at the Dashwood Mews exit would be available in the near future and the Council noted it was content to be a co-signatory. <i>It was resolved</i> to draft a similar note for cars parked illegally at the Bletchington Road bend by South End. The Council noted parishioner complaints about parking on pavements in a way which forced pedestrians to leave the pavement and <i>it was resolved</i> to investigate whether parking in this way was also unlawful.</p> <p>Cllr Richardson hoped to provide information on wide-angle mirrors and suppliers at a later date. The Clerk reported that the County Council had confirmed it would carry out the side widening of the pavement by Turnpike Cottages but this might not be until the new financial year. She had also requested work to trim back the hedges protruding over the highways verge on the east side of the Oxford Road north of Red Rose Cottage (these hedges partially obscured the line of sight at the southern exit from Troy Lane), at Stone Walls and The Glebe, and was waiting for a response.</p>	<p>DP/ HM</p> <p>DR</p> <p>DR</p>

<p>7. <u>Mill Lane</u></p> <p>Installation of 20 mph advisory notices: Cllr Pratt hoped Cllr Jenkins would be able to help over the coming weekend.</p> <p>Additional signage: the Clerk reported that the County Council's Countryside Access team had advised it would be lawful for signs to be erected which stated that vehicle access was limited to property owners. This would reflect the County Council's designation of the permitted use of Mill Lane which was based on the use set out in the Kirtlington Inclosure Award of 1815 (a bridleway with private vehicular access for the owners and agents of Mill Lane property only). It was noted that this would have the potential benefit for Mill Lane residents and parishioners of reducing wear and tear on the unsurfaced section of the lane, and excessive vehicle numbers. <i>It was resolved</i> to commission a sign, and to liaise with a Mill Lane resident.</p>	<p>DP/ SJ</p> <p>DP/ RP</p>
<p>8. <u>Website</u></p> <p>Cllr Jenkins and the Clerk were due to meet to discuss the Kirtlington site and would then liaise with Mr Charlesworth, who had recently offered to assist. Work to streamline the website might still have to be carried out by an independent contractor, such as Mr Jones, who had done work for the Woodstock Bowls and Tennis Club.</p>	<p>SJ/ RP</p>
<p>9. <u>Village Greens</u></p> <p>Mowing contract for new season: <i>it was resolved</i> to re-appoint Greenscape Inspires (Mr Greenslade) for the new season. The price per cut would be unchanged from last year, at £120, and was free of VAT.</p> <p>South Green tarmac resurfacing: it was noted that the work was completed on 20th February.</p> <p>Parish Council freehold title absolute, Registered Title Number ON297776, dated 14th October 2011: the Council noted that the all the landscaped areas abutting the Coach House and Manor House, South Green, were part of this title and that Dr and Mrs Blackwell had been provided a copy of the Land Registry details in October 2016, and this had been referred to in the Parish Council's subsequent correspondence to them.</p> <p>Installation of electric lighting in hardstanding area in front of 1 The Green (South Green): Cllr Pratt in his capacity as Chairman presented this additional Agenda item and reported a complaint from a parishioner that electric lights similar to cats' eyes but emitting a bright light at night had been installed in this hardstanding area on 10th February. The Council noted that the hardstanding was also part of Registered Title Number ON297776 and the installation was therefore an unauthorised act of ownership. <i>It was resolved</i> to write to Mr and Mrs Hessler to require the removal of the lights.</p>	
<p>9. <u>Village Hall, Sports Field and surrounds</u></p> <p><u>(i) Village Hall</u></p> <p>There had been no KVHMC meeting in February; Cllr Pratt would attend the meeting on 20th March.</p> <p>Fees for trading at Village Hall car park: the Codfather team had paid the cash due at the agreed lower rate (£15 per evening for January and February, £20 from March). <i>It was resolved</i> that the Village Hall Committee be asked to issue invoices at this lower rate to Gourdans Steak Frites.</p> <p><u>(ii) Sports Field</u></p> <p>Pitch Fees: the fees for Kirtlington Stars were due. The Council noted a recommendation that the Council review the pitch fees annually.</p> <p>Mowing contract: it was noted that the Finance Subcommittee had accepted Ady Podbery's quotation for the new season, as the increase in cost from last year was negligible.</p> <p><u>(iii) Play Areas</u></p> <p>Sports Field Play Area - bench to replace picnic table: the bench had been delivered; Councillors would consider carefully the fixing options (into soft ground, or into a new concrete base).</p>	<p>DP/ SJ/ ST</p>

10. Planning

(i) **Mid-Cherwell Neighbourhood Plan:**

Cllr Macbeth had taken part in the Kirtlington section of the “Heritage” tour on 22nd February. A representative of AECOM had incorporated aspects of landscape setting as this was a relevant factor. She and Ms Marsh had submitted the Council’s Local Green Spaces schedule to MCNP; MCNP were applying a scoring system to the Local Green Spaces lists provided by MCNP members.

Attendance by MCNP Executive Members at the April or May Parish Council meeting: *it was resolved* this should be the meeting on 11th April.

With regard to the submission to Cherwell DC’s Planning Policy department it was noted that consultation on Local Plan (Part 2) Options was postponed again, until mid-April at the earliest.

(ii) **Ryefurlong**, 16/02295/OUT – 10 new dwellings south west of Woodbank, off Mill Lane: Cherwell DC’s Planning Committee had refused permission, on 16th February.

(iii) **Jersey Cottages, revised proposals:** the application, 17/00539/OUT, had been submitted on 8th March and would be live for public consultation from the week commencing 20th March. It would be determined by Cherwell District Council’s Planning Committee on 18th May at the earliest, or at the June Committee (date not yet known).

(iv) **Monthly planning application schedule:** for information, to be filed with the approved minutes.

Sundown, Crowcastle Lane: It was not known when the rebuilding work would commence but Councillors were concerned that the transport and lifting gear required might damage the Pound and areas of the Crowcastle Lane verges

11. Correspondence

For information: Mrs Queralt had written to request permission to temporarily share grazing use of the Quarry Pit field with Mrs Price, until 12th March; the Clerk had confirmed there was no objection.

12. Finance

Monthly schedule of payments and receipts: the new payments were *approved*.

Two further payments were *approved*:

Trudy Brock: £200 for maintenance work at the Roman Close Play Area

Greenscape Inspires: £120 for greens mowing on 14th March (first cut of the season).

Assets: the Clerk would circulate a schedule of the Council’s assets before the next meeting, with a view to an inspection tour in April.

14. Councillors’ reports and items for future agendas

With reference to the Public Transport representatives meeting on 28th February Cllr Macbeth noted that with regard to the new wider Thames Travel buses she felt she represented the interests of users rather than those of other road users.

Community Service work: Cllr Macbeth understood the team could start work in about four weeks’ time.

15. Date of the next meeting

This was confirmed as 11th April.

The meeting closed at 8.45 p.m.

Signed ***D R Pratt***

Chairman

Date **11/04/2017**

RP

KPC MEETING 14th March 2017, Agenda Item 11

PLANNING - NEW INFORMATION FOR MARCH 2017 MEETING –

- 16/02295/OUT Land South West Of Woodbank, Mill Lane, Kirtlington = RYEFURLONG / Mr and Mr King
Erection of 10 No dwellings
KPC Objection.
CDC *Determination by Planning Committee, Thursday 16th Feb: permission refused (recommendation: approval)*
- 16/02557/F Kirtlington Post Office Stores 1 Troy Lane
Single storey rear extension
KPC *Holding objection until building control concerns are resolved, ref existing kitchen extension, use of new section of rubble construction garden wall, drainage of surface water from new flat roof. Also: north elevation of new extension should be built in original stone, to match existing wall (West View to north is a listed building). Also: north flank of proposed extension is rubble construction garden wall owned by West View.*
CDC Michael Sackey. *Permission granted 16th February. Roof lights to be flush with the extension roof. Applicant advised to consult CDC Building Control Manager before any works commence.*
- 17/00064/F Knotty Ash 14 Park Close - Mr Patrick Connolly
Provision of new garage with gym/office over
KPC Suggests frosted glass and black-out blinds to protect privacy/amenity of Conditia;
supports public comments request for provision of 2 x swift nesting boxes.
CDC Michael Sackey. *Application withdrawn 7th March.*
- 17/00043/F Winterlake Springwell Hill - Mr and Mrs Eilbeck
Two storey and single storey extensions to the property together with the provision of dormers in the front elevation and alterations and additions to the range of outbuildings
KPC No objection
CDC Gemma Magnuson – *Permission granted 8th March.*
- 17/00015/F Bramley Cottage Heyford Road Kirtlington OX5 3HS - Mr & Mrs Willcock
Single storey rear extension
KPC No objection
CDC Michael Sackey – *Permission granted 2nd March.*

17/00087/F Swallows Rest Troy Lane - Mr and Mrs P Furner
Two storey side extension
KPC No objection but requests the applicant demonstrates 3 cars can still be parked on the plot when the extension is built.
CDC Gemma Magnuson – *decision awaited at 14th March.*

17/00061/F Coppers Heyford Road Kirtlington Kidlington OX5 3HL - Mrs Tribe
Removal of existing uPVC lean-to conservatory, erection of single storey extension
KPC No objection but comment – gap between extension and neighbour to north cannot be maintained.
CDC Michael Sackey – *permission granted 13th March, flush roof lights required.*

17/00229/F North Green Cottage North Green - Mr & Mrs Matt Queralt
Two storey extension to side/rear
KPC Objection, overdevelopment of site. Materials should match existing, objection to render finish.
CDC Michael Sackey – *decision awaited.*

17/00407/F Foxtownsend Farm, Heyford Road – Mr David Bailey
Single storey oak framed extension - re-submission of 16/02057/F
KPC *Comments due by Thurs 23rd March (Weds 22nd March for RMP)*
CDC Gemma Magnuson

17/00426/F 5 East View Cottages, off Bletchington Road - Mr Mark Pitts-Tucker
Part two storey and part single storey side extension - re-submission of 16/01446/F
KPC *(objection to 16/01446/F) - Comments by 30th March (6th April advertisement expiry date)*
CDC Gemma Magnuson

17/00087/TCA Dashwood Cottage, South Green - Mr Haydn Middleton
Fell – 1 x conifer
KPC *Comments due by 30th March*
CDC Rhodri Jones.

- 17/00210/F Annexe Adjacent The Old Vicarage, Church Lane - Mr and Mrs Rao
 Re-roofing, demolition of existing stone wall, erection of new stone wall with new double iron gates, and 3no new timber doors to garage and associated external works
 KPC *Comments due by 22nd March (21 days after validation)*
 CDC Gemma Magnuson
- 17/00211/LB Annexe Adjacent The Old Vicarage, Church Lane - Mr and Mrs Rao
 Refurbishment of existing cottage including; removal of existing ceiling and addition of new mezzanine bed platform, reroofing including upgrading of insulation at roof level, 2no. new rooflights. Demolition of existing stone wall and proposed new stone wall with new double iron gates, 3no. new timber doors to garage and associated external works
 KPC *Comments due by 22nd March (21 days after validation)*
 CDC Gemma Magnuson
- 17/00539/OUT **OS Parcel 1424 Adjoining And Rear Of Jersey Cottages, Heyford Road**
 S Nicholson, JF & CM Budgett, DC Grayland & HC Tylor
 Proposed residential development for up to 20 new dwellings and associated works with all matters reserved except access.
 KPC *To note: Public comments from w/c 20th March, date to be confirmed.*
 CDC Shona King: determination by Planning Committee, May earliest.
- 17/00494/F Michaelmas Cottage, 3 South End Cottages, Bletchington Road
 Mr Paul Clifford
 Replace windows with flush-fitting, casement windows, each with a single horizontal astragal bar and a single vertical astragal bar. The exterior colour will match that of the existing windows | Kirtlington Kidlington OX5 3HF
 KPC *Comments deadline to be confirmed.*
 CDC Gemma Magnuson

KPC MEETING 14th March 2017

Agenda Item 13 - Financial report

Bank statements at 27 February 2017

Current a/c at 27 Feb 2017	£30,892.19	<i>excludes NBH payment for tarmac repairs</i>
Saver a/c at 30 Dec 2017	£3,436.95	<i>Unchanged since last statement</i>
	£34,329.14	
Unbanked cheques	<u>-£4,844.48</u>	<i>Includes G Ayres tarmac repairs</i>
	£29,484.66	

February additional payments, already approved

JAB Charlesworth	£80.60	First annual website back-up fee, approved July 2016
G & I Ayres	£ 4,660.80	Approved Jan 2017

February March receipt(s) post meeting on 14th Feb.

SSE Services plc	£ 192.20	Commuted sum for Crowcastle Lane wayleave, received 27th Feb.
Cherwell DC	£ 3,705.41	New Homes Bonus allocation for 2016-17 (earmarked for tarmac repairs)

March 2017 payments for approval:

J P Draper	£ 39.15	Reimburse cost of fuel / funnel
OALC	£ 188.50	Annual subscription
Jake Williams	£ 500.00	Reduce height leylandii hedge, car park
S R Barrett, Hort Engineers	£ 419.30	Service Toro mower
JAB Charlesworth	<u>£ 42.84</u>	Domain name hosting fee (2 names)
	£ 1,189.79	