KIRTLINGTON PARISH COUNCIL
Minutes of the Parish Council meeting
held in the Village Hall on Tuesday 14th November 2017 at 7.00p.m.

Present: D R Pratt (Chairman), Dr H Macbeth (Vice Chair), Mrs K Buckingham-Fry, S Jenkins, D Richardson, R Sadler, Mrs R Powles (Clerk)
In attendance: (from 7 p.m.) Mr J East, (from Item 5) a member of the public

Agenda Item	**Action**
1. Apologies Cllr Tylor had sent apologies explaining that he would not be able to attend for several months, possibly not until May 2018; the Council noted and accepted this absence. 2. Declarations of Interest – pecuniary interests / conflicts of interest None. 3. Approval of the Minutes of the Parish Council meeting held on 10th October 2017 The minutes were approved. The Chairman exercised his discretion to invite any members of the public present to speak. The total time allowed would be ten minutes, limited to three minutes per speaker, and there would be no further opportunity to speak. Mr East asked how it was possible for the Council to support a development proposal for twenty homes without referring to drainage problems, whereas the Council had raised that matter when objecting to other applications. He was advised that the Parish Council was not the determining authority for planning applications and so comments should be addressed to Cherwell District Council. 4. District & County Councillor Reports No District or County Councillors were present. Reference was made to the new M40 exit, which was intended to improve access to Bicester Village. 5. Progress reports Pond, water quality: KWACS were making progress in their plan to improve biodiversity in the Pond. The County Council had advised a system which would trap noxious run-off from the road, and the pond would have to be emptied to remove overgrown goldfish which had consumed much native pondlife. KWACS would be applying to TOE2 for funding the bulk of the work and would also need to raise money in the short term. The Parish Council confirmed the availability of the Council Tax Reduction scheme grant as a contribution (£368.68). Wall and path behind Pond: it was thought the wall was in good condition but Cllr Macbeth would ask a local building contractor for advice. Mr Jake Williams had provided a quotation for the removal of brambles and saplings adjacent to the path, at £180 (see Finance, Item 12). Repairs to South Green: the Community Service team had repaired areas of worn topsoil and reseeded edges in early October. It was noted that the grass was growing but vehicles were being driven over the new growth. One such area had been roped off to protect it, but it was not known who had done this. Storm drains: Highways had not responded to telephone enquiries as to who was responsible. 6. Highways / Road safety measures Community Speedwatch scheme: PC Webb of Thames Valley Police (TVP) had met Cllrs Richardson and Macbeth to describe the Community Speedwatch scheme, which is operated by groups of volunteers. ***It was resolved:*** to purchase a Bushnell Velocity Speedgun at £94.50, to set up a core group of volunteers and arrange the required one-	HM

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hour training session provided by TVP. Information on speeding vehicles recorded by the volunteers would be sent to TVP; TVP would notify the Registered Keeper of the vehicle to advise that a speeding breach had been observed. If a vehicle was flagged up more than three times TVP could then set up its own speed trap and potentially record the vehicle in question. It was confirmed that other MCNP member parishes were also interested in 20 mph limits.	DR
School Road Safety week, w/c 20th November: the School had requested advice on possible locations for large display banners; it was agreed good locations would be by the Pond and at the Bletchington Road turn opposite the junction. The Council noted it would not contribute towards the cost.	DR
Parish Liaison meeting at Cherwell DC offices, 8th November:	
(i) Cllrs Richardson and Macbeth had spoken to Mr Paul Wilson (Winter Resilience Manager) of Oxfordshire CC's Highways department. The following points were raised with Mr Wilson – the desirability of OCC's comparing the recent traffic flow surveys carried out by various MCNP parishes and analyzing the resulting data, along with any data from ad-hoc surveys carried out by OCC in the area (for example on 2nd November at the A4095/Bletchington Road junction). Cllr Richardson would liaise further with Mr Wilson on this matter.	DR
(ii) Cherwell DC had circulated a summary of the key points covered at the meeting: the Parish Council noted that Cherwell DC had a five-year housing land supply, that its financial position was sound, and that the proposal for a single unitary authority for the County was on hold although there had been no government statement on its status.	
(iii) Neighbourhood Action Groups (NAGs): Thames Valley Police had replaced these with Community Forum meetings, to be held quarterly. It was hoped these would be more relevant to Kirtlington than the NAG meetings had seemed.	
7. Social media	
The Council discussed whether it should be more active in use of Facebook, possibly with a point of contact for the village Facebook page who could acknowledge queries from parishioners on local issues although not providing a response. ***It was resolved*** that the appropriate means of contacting the Council was in writing to the Clerk or by email via the village website, and a note explaining this should be submitted to the Village News and posted on the village Facebook page.	RP/ KBF
8. Parish Council Assets	
It was confirmed that the defunct BT telephone kiosk on North Green had been removed. A volunteer had cleaned the white gates to the sides of the Bletchington Road. The seat on the west side of South Green was thought to need some attention and should be checked. The vegetation overhanging the pavement adjacent to the War Memorial had been cleared but the War Memorial steps should be checked for any necessary repairs. A quotation of about £580 each had been obtained for replacement timber notice boards (Notice-Boards.co.uk) but it was recommended more and cheaper quotations should be found. In the meantime Cllr Jenkins would inspect the notice board near Foxtownsend to establish if in fact it could be easily repaired.	SJ
Toro ride-on mower: the recent damage had been repaired by Meadhams of Kidlington and the Council noted that consideration of its longer term maintenance requirements could be reviewed over the winter.	
9. Village Hall, Sports Field and Play Areas	
(i) Village Hall	
Cllr Pratt had attended the October Committee meeting. The Fireworks display (Saturday 11th November) had been extremely successful and it was agreed the Parish Council should write to the Committee to thank it and the volunteers for their work. Archer Safety Signs had provided a quotation of £80.94 (including VAT) for the No Parking sign by the gate to the Park from the Car Park; ***it was resolved*** to accept the quotation.	RP DP
(ii) Play Areas	
Cllr Jenkins reported that some weeding was needed but the equipment seemed to be in good condition. A fencepost was rotten at the base and a new post needed replacing; both would be inspected at the weekend.	SJ

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(iii) Other

Mill Lane 20 mph sign: it was noted this had been damaged some time previously and a review of whether to repair or replace was recommended.

10. Planning

(i) MCNP For information: it was noted that the consultation period on the draft NP was over and the Forum had analysed and discussed the responses from the public. Cherwell DC had given its preliminary view of the draft NP. The Council also noted the recent death of Mr Scott-Lee, who had attended early MCNP Forum meetings as a Parish Council representative.

(ii) 17/01688/OUT – resubmission of proposals at Jersey Cottages. The Council noted the application would go before Cherwell DC's Planning Committee on 23rd November. The Parish Council's formal comments were submitted on 6th November.

(iii) APP/C3105/W/17/3178077 (Ryefurlong Appeal, appeal process commenced 4th October) the Council's formal comments were submitted on 8th November.

(iv) Monthly planning application schedule – the Council ***noted*** the report (to be filed with the approved minutes).

(v) Churchyard extension: Mr Summerfield (Secretary to the PCC) had advised that a Change of Use planning application was needed and that the Parish Council could do this more cheaply. ***It was resolved*** that the Council should apply for Change of Use of part of the Sports Field. It was noted that the additional area would provide about 40 extra graves and this would allow burials for potentially twenty more years. The Council had set aside New Homes Bonus money (see Minutes of meeting 8th March 2016) towards the extension project (£ 3,705.00); the overall cost might exceed this, and if so further discussion would be needed in due course. RP

11. Correspondence

Cllr Griffiths (OCC) had written to the Chairman and they would meet in the village after 24th November to inspect which areas of verge and pavement needed clearance.
NHS South, future of GP and primary care services, workshop 30th November, Littlebury Hotel, Bicester: no Councillor was able to attend.
Consumer Council for Water (CCW): Thames Water had responded to the CCW's request for information, by writing to the Parish Council as directed by CCW. CCW had provided further comment; the Parish Council would now review the Thames Water information. RP/ DP

12. Finance

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

13. Councillors' reports and items for future agendas

Leaflets on Utility failure - advice to consumers: these were available at Cherwell District Council's offices and it was suggested they could be displayed usefully at the Post Office.
Elderly people at risk - visual reminder of emergency contact details for family, friends and emergency services, also available at Cherwell District Council's offices: key contact information such as telephone numbers for the emergency services could be kept in a holder inside a fridge, for easy access by children, family members and the emergency services. A fridge magnet on the fridge door would indicate that this information was inside the fridge.

Agenda items for next meeting:

The Parish Council's ownership of small areas of land at South Green currently in use by the adjacent landowners should be re-iterated.

Draft Budget 2018 – 2019: this would be either on the December or January agenda. RP / RS

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14. Date of the next meeting

This was confirmed as 12th December. The meeting closed at 8.45 p.m.

Signed **Chairman**

Date

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