

KIRTLINGTON PARISH COUNCIL
Minutes of the Parish Council meeting held in the Village Hall on Tuesday 8th March 2016

Present: Miss S van Loen, Dr H Macbeth, Mr D R Pratt (Chairman)
Mrs R M Powles (Clerk), S Tylor (until part-way Item 8)

In attendance: Mrs J Shackleton (until part-way Item 8)

Apologies: JAB Charlesworth, D Richardson, R Sadler

Agenda Item

Action

Cllr Pratt opened the meeting and invited Mrs Shackleton to speak on Agenda Item 7 (Defibrillator)

Mrs Shackleton advised that only a properly constituted body could apply for grants from Scottish & Southern Energy for this equipment and she therefore requested the Council's assistance with the application procedure. The Council noted that regrettably it was not able to take on the administrative aspects of a grant application, but it was happy for an application to be made in its name.

1. Minutes of the Parish Council meeting held on 9th February 2016

The minutes were signed as a correct record.

2. Matters arising from the minutes

Cllr Pratt thanked Cllr Macbeth for her work for the public meeting on 23rd February, which was the first stage of the parish consultation on the Mid-Cherwell Neighbourhood Plan.

Cllr Pratt had submitted the TCA application for the works to the trees on South Green and in the car park area.

3. Declarations of interest

None.

4. Reports

Bus subsidies, provision of the 25a/25 service: Cllr Macbeth reported on very recent concerns that the 25a service would be cut, contrary to previous information. She would raise the question at the MCNP Forum on 9th March.

Sewerage: Cllr Macbeth had drafted a letter to Offwat, in order that its timing co-incided with the Council's comments on Cherwell DC's consultation deadline on Local Plan Part 2, due by 11th March.

Oxfordshire County Council had written to advise that the Bletchington Road would be closed 18th – 19th April for sewer cleaning works adjacent to Crutchmore Copse (near the 30mph sign).

5. Village Greens

Cllr Pratt had spoken to Mr Roskelly about the removal of the new low-level walls which had been built on the Council's land by Manor House, South Green. Mr Roskelly maintained that decorative plants had been in the disputed areas thirty years ago. The Council noted again its view that the walls were not reinstatements of original features. Cllr Pratt was due to receive more information from Mr Roskelly.

Greens mowing quotations: Cllr Pratt had obtained quotations from four contractors including Greenscape Inspires. Greenscape's costs would be kept to the 2015 rate. Cllr Pratt proposed that if the quotations were all similar, Greenscape should be re-appointed, with the first cut to take place at the end of March subject to the weather. The proposal was agreed.

DP

6. Village Hall, Sports Field and surrounds

(i) Village Hall

Cllr Pratt hoped to be able to attend the next Committee meeting.

(ii) Sports Field

Graveyard provision: Mrs Nicholson had written to give her family's agreement to the use of the small area of the Sports Field east of the Churchyard, as indicated on the sketch accompanying the Council's letter of 19th November. Mrs Nicholson stated that this was subject to the current sports pitches not being affected, and that there should be no subsequent extension of the Churchyard into the Sports Field. Cllr Pratt would thank Mrs Nicholson on behalf of the Council. He had spoken to Mrs Summerfield, who would inform the PCC. He had also spoken to Mr Draper who had confirmed the pitches would be unaffected. The Council would refer to the procedure for the 1994 Churchyard extension and would need to liaise closely with Mrs Nicholson and her family with regard to the next steps.

DP/
RS/RP

(iii) Play Area

Cllr Pratt had met Mr Draper to discuss the Play Area. Mr Draper would spray the weeds when the weather was dryer, and would repair the bench.

Cllr van Loen said that Playdale would visit the Play Area at the weekend to assess whether a toddler's slide could be fitted into the space safely. She hoped to organize an "opening" of the new climbing frame after the new playbark had been spread.

7. Defibrillator

As above, and see (9), below.

8. Planning

(i) Gladman application 14/02139/OUT, Public Hearing held on 2nd and 3rd February: the decision date had not been announced.

(ii) Cherwell District Council consultations - LP2 Issues and Options; Oxford's unmet housing need ("Oxford overspill"), comments due by 11th March:

Cllrs Pratt and Macbeth had attended a workshop for Parish Councils in Bicester on 24th February. Cllrs Pratt and Macbeth were of the view that Oxford City should use land adjacent to Oxford. Cllr Macbeth proposed that if the comments by Mr Kurgo, Cllr Pratt and herself concurred, those notes should form the basis of the Parish Council's submission, and the proposal was agreed. Cherwell DC had circulated a summary of the workshop and Cllr Macbeth recommended the Parish Council submit comments to indicate a change of emphasis with regard to a few points in the summary and the recommendation was agreed.

(iii) MCNP first stage public consultation - public meeting for Kirtlington parishioners, Tuesday 23rd February: Cllr Macbeth had circulated a report.

MCNP – adoption of Constitution by Parish Councils: Cllr Macbeth had signed the Constitution on behalf of Kirtlington Parish Council on 11th February 2016.

MCNP Forum response to the LP2 and Oxford overspill consultations: the Forum would consider its response at its meeting on 9th March.

(iv) Cherwell DC consultation on preliminary draft charging schedule for Cherwell CIL (Community Infrastructure Levy): Mr Kurgo would review the proposals and advise the Parish Council.

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

15/02282/F – North Green Cottage, two storey extension to rear and side: the Council noted the proposals were for a very large extension to a small cottage in the Conservation Area, and that it was regrettable that yet another two-bedroom dwelling would be lost. The loss of the garage was also a dis-benefit, and it was agreed the Council would object to the proposals.

16/00102/F – Stonehaven, Troy Lane, erection of a treehouse: Cllr van Loen would liaise with Ms Marsh and Mr Kurgo. It was noted that the woodland here might have protected status, and the site was relatively close to some private dwellings on the Bletchington road.

Mrs Shackleton left the meeting before further discussion of the current planning applications.

Applications 16/00085/CLUE and 16/00173/F (The Stables / Tea Rooms, Mill Lane):

16/00085/CLUE: It was noted that in 1996 the applicant, resident at the time in a canal boat, was given permission to build a temporary stable block, the use of which was limited to stabling only, and which should have been demolished by January 2006. It was also noted that subsequent events were beyond the Parish Council's control, and that the determination of the application depended on evidence which was confidential to Cherwell District Council.

16/00173/F (seeking retrospective permission for use of the site as a Tea Room):

A large number of residents had submitted comments to the District Council in support of the application. Again bearing in mind the 1996 permission it was noted that the original permission for the erection of the temporary stable block was only granted because the applicant was then living in a canal boat. The Parish Council also noted its comments on the breaches in 2015 of permission 11/01517/AGN (erection of an agricultural shed, Mill Lane) and its objection to the subsequent retrospective application, 15/00789/F, and agreed it was important that its comments on planning breaches were consistent. The Parish Council's view with regard to the application under consideration was that a significant increase in traffic now took place on days when the Tea Rooms were open, greater than traffic generated by visitors to the Quarry.

Cllr Tylor left the meeting.

Cllr Macbeth proposed that the Council object in principle to the application and the proposal was agreed. It was also agreed that if Cherwell DC was minded to grant permission, the Parish Council would support any conditions or limitations imposed by the LPA on the trading activity, and on any further development or expansion of the site, which would protect the Canal Conservation Area, and which were in line with Cherwell DC's policies controlling out-of-settlement development in rural areas.

9. Correspondence

The Council confirmed it was in favour of a defibrillator for the village and so would support the initiative started by others, and was happy for a grant application to be submitted in its name. Cllr Pratt had already written to Dr Grimshaw. It was agreed that parishioners engaged with the project should liaise with Cllr Richardson and Dr Grimshaw.

Queen's 90th Birthday Celebration^s June 2016: Cllr Pratt would raise the question at the next KVHMC meeting, and would contact the PCC. Cherwell DC was offering a grant of £400 for the parish celebrations.

DP

10. Finance

New Homes Bonus payment (£3,705), use for the benefit of the community: Cllr Sadler had made several suggestions but thought priority should perhaps be given to either the Churchyard extension or parking bollards. Cllr Richardson had suggested expenditure on the defibrillator as a further possibility. Cllr Pratt noted that the defibrillator would not use all the money and that parking bollards would benefit only a small number of residents. He therefore proposed that the money be ring-fenced for expenditure on the Churchyard extension, and the proposal was agreed.

Bank accounts:

Current a/c at 26 Feb 2016	£23,543.46
Saver a/c at 26 Feb 2016	£3,435.23
	£26,978.69
Unbanked cheques	<u>-£ 43.06</u>
	£26,935.63

February receipt included in bank statement:

Kirt Stars Football Club	£	60.00	Pitch fees
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The following payments were approved:

JAB Charlesworth	£	20.40	Re-imburse website hosting fee
Brian Cherry	£	149.43	RE-imburse portable generator
J P Draper	£	126.86	Re-imburse compressor
KVHMC	£	11.00	Room hire 9th February
OALC	£	180.40	Annual subscription
Community First Oxfordshire	£	55.00	Annual subscription
	£	543.09	

Risk assessment and internal controls (Account and Audit Regulations 2015): Cllr Pratt confirmed that he and Cllr Sadler had reviewed the potential financial risks to which the Council might be exposed and the system of internal control (including internal audit) for managing those risks, and believed the system of internal control to be sound. The Council noted the analysis set out in the risk assessment schedule and agreed the system of internal control was sound.

11. AOB

The Clerk would be on annual leave for the weeks of 14th and 21st of March.

South Green bollards, cost and installation: this would be addressed at the coming meetings.

Damage to grass and tarmac during Gigaclear works: this would be addressed at future meetings.

Date of the next meeting: 12th April.

Signed ***D.R.Pratt*** Chairman

Date ***12.4.16***