

KIRTLINGTON PARISH COUNCIL
Minutes of the Parish Council meeting
held in the Village Hall on Tuesday 9th January 2018 at 7.00p.m.

Present: D R Pratt (Chairman), S Jenkins, Dr H Macbeth, D Richardson, R Sadler, Mrs R Powles (Clerk)
In attendance: Mr J East; Mr M Harrison (from 7.20 p.m.)

Agenda Item	Action
<p>1. <u>Apologies</u></p> <p>Cllrs Buckingham-Fry and Tylor (KPC), Cllr Corkin (Cherwell DC), Cllr Griffiths (Oxfordshire CC).</p> <p>2. <u>Declarations of Interest – pecuniary interests / conflicts of interest</u></p> <p>None.</p> <p>3. <u>Approval of the Minutes of the Parish Council meeting held on 12th December 2017</u></p> <p>The minutes were approved.</p> <p>Salt bins: the Clerk had asked the Highways department for a refill before Christmas but council members would check to see if the salt had been delivered.</p> <p>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.</p> <p>Mr East asked if the approved Akeman Spinney development would include any social housing; the Council advised there was none.</p> <p>Cedar trees on the Sports Field: Mr East said the broken branch resting on other branches above ground was dangerous and there had been too long a delay before the area beneath had been taped off.</p> <p>4. <u>District & County Councillor Reports</u></p> <p>No District or County Councillors were present.</p> <p>Cllr Griffiths' County report: the Parish Council noted the comments in this report on the County's finances and the Ardley recycling plant. The County had reduced its budgets but sought to maintain services in areas such as children's and adult social care and considered its finances to be in a resilient position for the 2018/19 financial year and planning for years up to 2022. The County's budget would have to be approved by Cabinet, then considered by Full Council on February 13th. The Ardley recycling plant continued to convert waste into electricity which was exported to the grid (enough for 38,000 homes).</p> <p>5. <u>Progress reports</u></p> <p>Consumer Council for Water / Thames Water: Thames Water representatives would meet members of the Parish Council on Wednesday 17th January. <i>It was resolved:</i> an article in the Village News should advise parishioners to keep written records of any dealings with Thames Water.</p> <p>Community Speedwatch scheme: More volunteers were needed before a training session could be organized.</p> <p>6. <u>Parish Council Assets</u></p> <p>Notice boards: Cllr Jenkins would inspect the notice board at the School; Cllr Richardson could help.</p>	<p>SJ / DR</p>

7. Village Hall, Sports Field and Play Areas

There was no December Village Hall Committee meeting.

No Parking sign by the gate to the Park from the Car Park: this would be installed when weather conditions permitted.

Snow damage to Cedar trees in Sports Field, and Holme Oaks (by Car Park) 10th December: the Council noted particular thanks to Mr Cherry, Mr Draper, Mr Gardner and Mr Hayes for clearing brush and debris from the Churchyard and gravestones before Christmas. A five-day notice had been submitted to Cherwell DC for the remedial work to the Cedars, and a full arboricultural inspection and the remedial work had been scheduled.

(Mr Harrison entered the meeting room).

The Council considered and approved the quotation from Sylva for remedial arboricultural work at £720 per day plus VAT (time needed estimated at 1 ½ days but that could be reduced if the brush were removed by others).

The Council considered and approved the quotation from Jake Williams for chipping and removal of the brush and removal of the Holme Oaks at £280. It was noted that the Holme Oaks were planted in memory of Colonel Henry Shellard; the Council could consider a replacement or replacement trees at a later date.

The Cedar logs would be removed by Sustainable Kirtlington.

Dog bin by kissing gate to Park: the lid was broken but the bin had been emptied recently. Cllr Richardson would make enquiries as to who was responsible for the bin.

Prevention of dog fouling on the Sports Field: the Council noted the very good advice and suggestions from the National Playing Fields Association for engaging public support. It was suggested that there had been a failure to police the area and that it might be possible to identify which individuals were breaching the current prohibition. **It was recommended** that the Council mount a publicity campaign which should include blanket coverage of all routes of communication, including social media and flyers through all letterboxes. **It was agreed** (as a first step) that an article would be submitted to the Village News.

8. Planning

(i) MCNP, Forum meeting on 18th December: Miss Marsh had attended and Cllr Macbeth outlined the key points. The Precept sums (for administrative costs) to be requested from member Parish Councils for 2018 – 2019 remain the same as for the previous year. Traffic consultants Peter Brett had identified to Dorchester the villages impacted most by traffic related to Heyford Park, which omitted Kirtlington. A new working group to discuss traffic was set up to include Dorchester and those villages, thus excluding Kirtlington. Cllr Macbeth would query this and request that she attend their meetings. The options for the Caulcott non-coalescence zone had been discussed and the option proposed by Kirtlington had been adopted. The policy would now include the words “sufficiently separated from Caulcott”. Following Kirtlington’s request, on the traffic map, the blue arrow indicators of lorry routes giving cause for concern were also now inserted through Kirtlington.

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

(iii) 16/02295/OUT – Ryefurlong site appeal against refusal of permission: the Planning Inspectorate’s decision was not yet available.

9. Correspondence

Complaints had been made on social media and in writing to the Parish Council about disturbance caused by fireworks over the Christmas and New Year period. **It was resolved** to submit an article to the Village News, which should include mention of the importance of warning the farming community and horse owners in advance.

A parishioner had contacted the Council about cancellations and delays in the bus service; Cllr Macbeth had made enquiries and replied to the correspondent.

DP

DR

Community First Oxon, Kirtlington area “Community Profile”: Cllr Pratt had worked on this and would liaise with the Clerk.

10. Finance

Future options for Sports Field mowing: Turney’s had provided details of the cost of three different fairway mowers, each of which could be supplied via lease hire (the Council would own after five years), hire purchase (the Council would own after five years but the VAT was payable up front) or lease only (the machine would be returned to Turney’s after five years) arrangements. An 84” cylinder mower was preferred because of the width and because it would spread the grass cuttings better. The cheapest financial arrangement was to lease only (at about £4,000 a year) but should only be considered if free labour was available for the duration of the five year contract. Mr Cherry and Mr Draper had offered their labour free, for all the greens and Sports Field mowing. There would be an additional annual cost of about £375 for grinding and sharpening the cylinder blades, and potentially an additional annual cost of £600 for servicing although Mr Cherry and Mr Draper might be able to undertake some of the servicing requirements. It was suggested that the Council give further consideration to the matter. The Clerk advised that the Council currently spent about £5,700 p/a on all mowing activities and machine servicing (greens, Sports Field and other small areas combined), and that she would seek advice from OALC on any VAT matters which the Council should take into account.

Draft Budget 2018 – 2019: The Clerk presented the interim receipts and payments for the year to 29th November 2017, the projected receipts and payment figures for the full year to 31st March 2018 and the Draft Budget for 2018 – 2019. The information presented followed examination of the Cashbook to 29th November 2018, in conjunction with Cllrs Pratt and Sadler.

It was resolved to agree a Precept request for 2018 – 2019 of £24,000, thus no change on the current year.

The Council approved and accepted the Draft Budget for 2018 – 2019.

Pitch fees (football): it was noted that some fees seemed to be outstanding and the matter had been queried with the Village Hall treasurer, Mrs Harvey.

The Council discussed the level of reserves (cash at bank currently at about £37,000), taking into account the ringfenced sums and target reserves (target total £29,384). The latter allowed for a full year’s Precept, at £24,000. It was suggested that an overall target sum of £24,000 would be sufficient. **It was resolved** that when needed in future, the target reserve total of £29,000 could be reduced.

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

11. Councillors’ reports and items for future agendas

Agenda items for next meeting:

Dog fouling on Sports Field: prevention measures including rewording of sign outside Play Area.

Play Area perimeter fence: replacement posts and potentially sections to be rewired

Maintenance of verges and overgrown pavements

Village Facebook page: administration

Cllr Pratt advised that he and Cllr Macbeth would stand down at the Parish Council elections in May; Cllrs Jenkins, Richardson and Sadler would stand again.

12. Date of the next meeting

This was confirmed as 13th February. The meeting closed at 8.45 p.m.

Signed **D R Pratt** Chairman

Date **13.2.18**

KPC 9th January 2018

Agenda Item 8 (ii) – monthly Planning application schedule

CDC website: no new validations for January 2018 at 9th Jan.

17/02227/F | Two storey side extension |
13 Blethingdon Road Kirtlington Kidlington OX5 3HG –
KPC – no objection email Weds 20th Dec
CDC decision awaited

17/00418/TCA | T4 x Yew - Remove approximately four low branches overhanging garden. Lift canopy by approximately 1.5 metres. T10 x Plane - Reduce in length upper laterals by approximately 3 metres to reduce leverage and risk of collapse. Also lightly reduce lower canopy overhanging garden to prevent further encroachment. T11 x Yew - Lift canopy to give one metre's clearance to wall. Other work is removal of deadwood. |

Stonehaven, Troy Lane
KPC – no objection Thurs 14th Dec
CDC – Permission granted 28th December

17/02402/F | First floor extension above garages and internal alterations |
Nivram 11 Park Close Kirtlington Kidlington OX5 3HR –
KPC = No objection 3rd Jan.
CDC decision awaited

17/02237/F | Single storey rear extension and alterations |
3 Hatch Way Kirtlington Kidlington OX5 3JS –
KPC = No objection 3rd Jan.
CDC decision awaited

17/00444/TCA | T1 x Cupressus macrocarpa - Fell and replant with a smaller species tree. |
Vine Cottage South Green Kirtlington Kidlington OX5 3HJ
KPC comments by Weds 17th Jan for Thurs 18th Jan.

