KIRTLINGTON PARISH COUNCIL MEETING

Village Hall, South Green, Kirtlington, OX5 3HJ
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To members of the council:

You are hereby summoned to attend a meeting of Kirtlington Parish Council on Wednesday 22nd October 2025 to be held at 6.30pm at St Mary's Church, Kirtlington, for the purpose of transacting the following business:

Joanne Broughton, Clerk to the Parish Council
Public and press are welcome to attend.

AGENDA

1. To note apologies for absence.
2. Variation of order of business.
3. Declaration of interest in items on the agenda (if any)*.
4. Update from County and District Councillors (if in attendance).

MINUTES

5. To confirm meeting minutes of 22nd July 2025 and 16th September 2025 and sign as a true record.
6. To consider any actions from last minutes.

PUBLIC PARTICIPATION

7. A short period will at this stage be made available for members of the public to ask questions or submit comments about local matters relating to the agenda.

PLANNING

8. To note planning application comments/consider new planning applications (list below).

FINANCE

9. To agree payments in accordance with the budget (list below).
10. To consider applying for the Councillor Priority Fund.

REGULAR ITEMS/REPORTS

11. To receive Allotments, Community Orchard and Gravel Pit Field update and consider resolution requests, if any.
12. To receive road safety and traffic calming update and to consider resolution requests, if any.
13. To receive Village Hall Management Committee (KVHMC) update and to consider resolution requests, if any.
14. To receive Sports Field update including liaison with volunteer groundsmen and to consider resolution requests, if any.
15. To receive Roman Close and Sports Field play areas update and to consider resolution requests, if any.
16. To receive Mid-Cherwell Neighbourhood Plan (MCNP) update.
17. To receive website, Facebook and Village News update and to consider resolution requests, if any.
18. To consider any correspondence received and consider resolution requests, if any (list below).
19. To report on essential village matters (items received after agenda was set).

NEW ITEMS

20. To consider quote for gates on Mill Lane.

PLANNING APPLICATIONS:

25/02016/LB (deadline 23rd Oct)	Replacement of existing thatch roof covering at Oak Cottage, Heyford Road.
25/02298/TCA (deadline 7th Oct)	Section fell tree, grind out the remaining stump to a maximum depth of 30cm at Kirkstone House, Church Lane.
25/02584/LB (deadline 6th Nov)	Re-instatement of fire damaged thatched cottage comprising new roof framework and thatched roof covering, renewal of windows lost to the fire, internal plasterwork and joinery repairs, re-build chimney stacks at Crowcastle, Crowcastle Lane.
25/02608/F & 25/02609/LB (deadline 6th Nov)	Single storey rear extension, removal of existing garage door and infilling of opening with new frontage to match historic at Bay Tree Cottage, 1 Kytes Place.
25/02232/OUT (deadline 11th Oct)	Puy du Fou - Outline application with all matters reserved for tourism development Including outdoor and indoor theatres, restaurants, hotels, conference facilities, offices, warehousing and storage, security control centre, medical centre, animal facilities (including stables, aviary, animal sheds), laundry facility and workshops, and supporting infrastructure including waste management centre, wastewater treatment facility, energy centre and sub-stations, photovoltaic (pv) solar panels, water storage tanks and pumps, lakes and water management systems, structural landscaping, internal footpaths, internal vehicular routes, active travel routes, parking and access (outline masterplan) at Land North and East of Manor Farm, Bainton Road, Bucknell.
25/02190/HYBRID (deadline 11th Oct)	A hybrid planning application consisting of: Demolition of 222 existing buildings and structures as listed in Schedule 1. Up to 9,000 new dwellings (Class C3) comprised of: Outline planning permission for up to 8,848 dwellings (Class C3). Change of Use of Buildings 320, 345, 350,172 for up to 152 dwellings (Class C3) and Outline planning permission for up to: 4,610sqm of new light industrial buildings (Class B2) 2,600sqm of new warehouse buildings (Class B8) 5,500sqm of new hotel buildings (Class C1) 40,650sqm of new commercial, business and service buildings (Class E), comprising of retail, restaurant/cafe, indoor sport/recreation and fitness, medical/health services, creche/nursery, and office/research & development Learning buildings (Class F1), comprising four primary schools (1 x 2FE and 3 x 3FE) , 1 secondary school (1 x 9FE) and a Centre for Peace Studies (1,100sqm.) 1,770sqm of local community uses (Class F2), comprising of community centre and library buildings 1,000sqm of Public House/restaurant (sui generis) 7,500sqm for datacentre buildings (sui generis) Renewable energy generation with associated infrastructure, including 3 wind turbines, solar photovoltaic and battery energy storage systems Change of use of 98 existing buildings: Permanent change of use of buildings and structures as listed in Schedule 2 and Associated infrastructure works, including surface water attenuation provision, improvements to foul drainage systems, highway and transport works, green and blue infrastructure provision at Heyford Park, Camp Road, Upper Heyford.

PAYMENTS FOR THIS MEETING:

Ady Podbery	Grass cutting of sports field 11/9 & 25/9	£256.80
James Nicholson	Fuel for volunteer groundsmen	£58.26 PAID
OALC	Councillor Fundamentals course for Claire Rose, Amanda Carpenter & Anthony Child	£234.00
Cherwell District Council	Half yearly charge for emptying dog bins	£302.02
Joanne Broughton	October Salary	£1,097.32
Joanne Broughton	October Expenses	£68.00

CORRESPONDENCE

• Email from resident regarding Heyford Park planning application and increase in traffic on A4095.
• Email from resident regarding verges on Crowcastle Lane.
• Request to join Puy du Fou Coalition of Objection with Bucknell and Stoke Lyne Parish Councils.
• Notification from OCC that temporary congestion charge permits for Oxford City can now be applied for.
• Invitation from OCC to Community Climate Adaptation Workshops.
• Invitation from OCC to Bicester and Mid-Cherwell Movement and Place (MAP) Plan Engagement Briefing.
• Notice from OCC of Modification Order to Kirtlington Footpath No. 2.
• Grant request from Oxfordshire Mind.

*If Members declare a Disclosable Pecuniary Interest they must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or stay in the meeting to make representations and then leave the meeting prior to any considerations or determinations of the item).
Members declaring a prejudicial interest who wish to make representations or give evidence under the Code of Conduct relating to agenda items, before leaving the meeting, shall do prior to the item in question.