KIRTLINGTON PARISH COUNCIL MEETING

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To members of the council:

You are hereby summoned to attend a meeting of Kirtlington Parish Council on Tuesday 30th June 2026 to be held at **7pm** at St Mary's Church 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. Co-option to fill councillor vacancy.
3. Variation of order of business.
4. Declaration of interest in items on the agenda (if any)*
5. Update from County and District Councillors (if in attendance).

MINUTES

6. To receive and approve the minutes of the Annual Parish Council Meeting on 19th May 2026 and sign as a true record.
7. To receive and approve the minutes of the Annual Parish Meeting on 12th May 2026 and sign as a true record.

PUBLIC PARTICIPATION

8. 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

9. To note planning application comments/consider new planning applications and appeals (list below).

FINANCE

10. To consider the bank reconciliation of 29/6/26.
    - 10.1 To consider the budget against actual for 26/27.
    - 10.2 To agree payments in accordance with the budget (list below).
    - 10.3 To consider the budget against actual for 25/26.
    - 10.4 To consider the year end bank reconciliation for 25/26.
    - 10.5 To receive and note: Annual Internal Audit Report 25/26.
    - 10.6 To agree and sign: Section 1 Annual Governance Statement 25/26.
    - 10.7 To receive and sign: Section 2 Accounting Statements 25/26.
    - 10.8 To note: The dates for the Exercise of Public Rights notice.
    - 10.9 To consider and approve: Insurance quote for 2026-27.

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.
    - 12.1 Quiet Roads Proposal – To discuss the quiet roads proposal from OCC.
13. To receive Village Hall Management Committee (KVHMC) update and to consider resolution requests, if any.
    - 13.1 To receive and adopt the Village Hall Car Park policy.
    - 13.2 To consider OALC training course - How Parish Councils Can Support Village Halls, 19th July.
14. To receive Sports Field update including liaison with volunteer groundsmen and to consider resolution requests, if any.
    - 14.1 To receive update from Barry Grinham on the boulder wall.
    - 14.2 To receive cricket pitch update from Ian and Darren.
    - 14.3 To discuss request from Cam Brannigan Football Academy to use the Sports Field.
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 update and to consider resolution requests, if any.
17. To receive website, Facebook and Village News update and to consider resolution requests, if any.
18. To consider correspondence received that requires action 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 discuss Gallos Brook PFAS update.
21. To consider quotes for installation of Oak posts on South Green.
22. To consider quotes for installation of post to replace gate on Sports Field.
23. To consider purchase of Community/Parish Council Noticeboards.
24. To receive update from rewilding area and consider resolutions, if any.
25. To receive and adopt the Use of Hazardous Chemicals policy.
26. To receive update from Community Shop Committee and consider resolutions, if any.

NEW PLANNING APPLICATIONS:

26/01092/F Deadline 25th June	Demolition of three existing outbuildings and erection of a replacement traditional timber-framed carport/garage building, together with new entrance gates, courtyard hard landscaping (stone setts), provision of EV charging points, and associated surface water drainage works including channel drains. The Forge, North Green.
26/01119/F Deadline 25th June	Conversion of integral garage into a study; reconfiguration of porch entrance door. Dormer Cottage, Heyford Road.
26/01364/F Deadline 14th July	RETROSPECTIVE - Installation of 6 solar panels on south facing roof of bungalow, 6 solar panels on west facing roof of bungalow and 4 solar panels on flat roof of garage. Sunnyside, Troy Lane.
Appeal 26/00021/REF Deadline 1st July	Permission in Principle - Proposed conversion of existing building to form 2 dwelling houses. Plot 1, F I M Renewable Energy Farm, Mill Lane
Appeal 25/03350/F Deadline 17th July	RETROSPECTIVE - Retention and re-location of an existing storage container, which is to be timber clad, and retention of existing permeable hardstanding. Land 7608 Adjacent, Crowcastle Lane.
26/01305/TC	Trees overhanging entrance to village hall car park and large oak overhanging parking spaces. Crown lift lower hanging branches to give 3 metres clearance over entrance road and parking space. To bring back into scale and statutory clearance. The maximum that would be removed would be 1.5m Kirtlington Village Hall, South Green.

UPDATE ON PREVIOUS PLANNING APPLICATIONS:
26/00843/F Bramley Cottage, Heyford Road - Application permitted
26/00609/TPO Kirtlington Park Polo Club, Akeman Street – Application permitted

PAYMENTS FOR THIS MEETING:

Joanne Broughton	June salary	£1,097.32
Joanne Broughton	June expenses	£32.00
Ady Podbery	Cut sports field 7th and 22nd May - **PAID**	£256.80
Kirtlington Property Maintenance	Strim verges and foliage to make road signs visible - **PAID**	£234.00
Greenscape	Grass cutting 28th May - **PAID**	£336.00
Greenscape	Grass cutting 16th June - **PAID**	£240.00
Clear Insurance	Annual insurance renewal - **PAID**	£871.39
CDC	Uncontested elections fee	£200.00
Village News	Annual Subscription	£20.00
Turneys	Repairs to ride on mower and fuel - **PAID**	£180.07

CORRESPONDENCE:

- Email from resident regarding Lamb Ale funfair concerns.
- Reminder from OCC to provide comments on the Kidlington and Surrounding Villages Movement and Place Plan by 19th June.
- Email from OCC regarding new Stakeholder Forum for large development proposals
- Invite to OALC online AGM on 25th June.
- CDC newsletter including a Green Community Grant, open for applications from 24th June.
- Complaint from resident regarding pesticide use on Church Lane.
- Email from Finders Keepers offering speed limit bin stickers.
- Email from North Oxfordshire Resident Action (NORA) asking people to email local MP, Calum Miller, and submit an objection to Puy du Fou by 4th July.
- Email from CDC Community Warden, Claire Brennan-Gates, providing contact details and asking to be added to Village News mailing list.
- Email from resident requesting corner of Troy Lane and Bletchingdon Road to be cut.
- Complaint from resident regarding wildflowers being cut by contractor on village green.
- Email from OCC regarding salt bags for the Winter.

*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.