KIRTLINGTON PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
ON 30th JUNE 2026 AT 7PM

PRESENT: Cllrs Amanda Carpenter (Chair), Claire Rose (CR), Nick Fry (NF), Ian Francis (IF)
IN ATTENDANCE: District Councillor Jean Conway, 6 members of the public.

1	Apologies for Absence: The following apologies were accepted – Cllr James Nicholson.
2	Co-Option of new Councillor: Ian Francis was nominated, seconded and duly co-opted to serve as a Parish Councillor.
3	Variation of Order of Business: The Chair requested a variation to allow 14.1 to be taken at the start of the meeting.
14.1	Update on Boulder Wall: The wall is now complete, and Barry Grinham undertook to grind down the bolts and put silicon covers over those that still protrude to ensure greater safety for climbers. KPC restated that the appropriate insurances are in place.
4	Declarations of Interest: None.
5	County and District Councillors' Reports and Questions: District Councillor Jean Conway updated the meeting on the CDC approach to the proposed developments; representations are being made to OCC to consider the cumulative effect of the multiple development schemes particularly with regard to traffic.
6	Confirmation of Annual Parish Council Meeting Minutes: The minutes of the Annual Parish Council Meeting on 19th May 2026 were signed as an accurate record.
7	Confirmation of Annual Parish Meeting Minutes: The minutes of the KPC meeting on 12th May 2026 were signed as a true record.
8	Public Participation: Goalposts - Ownership of the goals currently on the field was discussed. These are the property of Bletchingdon Football Club as they paid to have the nets replaced. Cllr Francis informed the committee that two new sets of goalposts will arrive shortly, gifted by the University and Oxford United. These are to be available, unlocked, on the sports field at all times to encourage local groups and young people to play on the field. Can KPC look into Disabled Bays for the VH car park, and provide for these to be marked, and for a disabled space to be marked out by the Church at the same time. **Action: Clerk**. Clerk to arrange for ivy to be cut off at the base of the telegraph pole in first instance to kill it, then for ivy to be removed. **Action: Clerk.** Clerk to arrange for potholes in Church Lane to be filled in at the charge of KPC. **Action: Clerk.** A member of the public questioned whether under item 22 of the May Minutes that South Green was specifically mentioned with regard to the possible location of a noticeboard. Councillors are happy the minutes are accurate and reflect the decision

9 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.

Planning applications were read out and noted.

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

10 **Finance:**
Items 10.1 and 10.3 to 10.8 deferred to next meeting.
10.2 The following payments were approved in accordance with the budget:

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

10.9 The insurance quote for this year was agreed.

11 Allotments, Community Orchard and Gravel Pit Field: Cllr Rose agreed to be KPC's Allotments representative and will talk to the Allotments Society about the new gate. **Action: CR.**

12	Road Safety and Traffic Calming: 12.1 Quiet Roads Proposal - No quiet roads identified. Road safety – Cllr Fry presented the detailed plans and suggestions from Chirs Nugent for further traffic calming to include chicanes at the northern entrance to the village on the Heyford Road. These were approved and Cllr Fry agreed to pursue this scheme with urgency. **Action: NF.** Clerk to ask Noel Price to wash the gates on Bletchingdon Road for reduced estimate of £100. **Action: Clerk**.
13	Village Hall Management Committee (KVHMC): 13.1 The Car Park Policy was approved. 13.2 Clerk to identify a village hall committee member to attend the OALC Course on 19th July. **Action: Clerk.** Overhanging trees to be cut on 27th July.
14	Sports Field: 14.2 KPC discussed KVHMC's response to the proposals for a new artificial wicket and repositioning of the football field. KPC took the unanimous view that the sports field, which is managed by KVHMC on behalf of KPC and the village, should be open to all and that we should do all we can to actively encourage use of the field by members of the village. KPC are concerned that the proposed charges to be levied on village teams for use of the hall facilities for practices, particularly junior / young people's teams, undermines this approach. As the Village Hall is running a healthy balance in the accounts KPC wish to recommend KVHMC reconsider these charges. Fees for use of facilities for matches are appropriate. The proposal to reposition the football pitch as suggested by KVHMC was discussed but the agreement on the location of the pitch and the wicket, as discussed at the May meeting, stands 14.3 KPC are delighted the Cam Branigan Football Academy wish to use the sports field.
15	Play Areas at Sports Field and Roman Close: Cllr Rose agreed to speak to the school to see if we can recruit one of the parents whose children use the play areas to monitor these. **Action: CR.**
16	Mid-Cherwell Neighbourhood Plan (MCNP): A stakeholder meeting has been held and MNCP reps will report back at July meeting.
17	Website, Facebook and Village News: No items.
18	Correspondence: • A pesticide policy to be circulated and approved at July Meeting. **Action: Clerk**. • Troy Lane and Bletchingdon corner - KPC agreed to ask Clerk to get this cut. **Action: Clerk.**
19	Essential Village Matters: None.
20	Gallos Brook PFAS update: KPC received an update from Cllr Fry and a piece will be published in the Village News. **Action: NF.**

21	Oak posts on South Green: KPC agreed not to proceed with oak posts, but to request reseeding, a new sign saying 'no parking' and for the Clerk to investigate position of large rocks (as elsewhere in the village) along the side where parking is most frequent. **Action: Clerk.**
22	Posts for Sports Field: Clerk to arrange for Helen Macbeth to meet with Bradley Baker and discuss installation of two Oak posts in place of the gate. **Action: Clerk.**
23	Noticeboards: Clerk to order three parish and community noticeboards to replace existing KPC noticeboards. These will be kept unlocked on one side for Community use. **Action: Clerk.**
24	Rewilding: The Rewilding group have submitted two small requests for payment which KPC approved. **Action: Clerk.** Gate to be removed and posts to be erected in its place as a matter of urgency. **Action: Clerk.**
25	Pesticide Policy: See item 18.
26	Community Shop: KPC agreed to the suspension of the Escrow fund and release of funds to the Shop Committee if approval of the landowner is granted.

The meeting closed at ?

Signed..... Dated.....