



Minutes of the Meeting of Kidlington Parish Council's Development and Strategy Committee

held at Exeter Hall at 6.30pm on Thursday, 13 March 2025

Present: Cllr Lesley Mclean (Chair), Cllr David Thurling (Vice-Chair), Cllr David Betts, Cllr William Easdown Babb, Cllr David Robey, Cllr Dave Kanonuwa, and Cllr Phil Wyse

In Attendance: Clerk – Sarah Kearney
KPC Councillors - Cllr Nik Soheili, Cllr Alison Street.

25/DS/08 To receive Apologies for absence (Clerk)
No Apologies

25/DS/09 To Record Members' Declarations of Interest Regarding the Agenda Items (Clerk)
Nothing to Declare

25/DS/10 Public Participations – to receive questions from members of the public relating to items on the agenda.
Nobody attended

25/DS/11 To Approve and Sign the Minutes of the Parish Council Meeting of 13 March 2024 (Clerk)
The Committee unanimously **RESOLVED** that the minutes be accepted as a true and accurate record of the meeting and were signed by Chair Cllr Lesley Mclean.

25/DS/12 CDC Application responses received since the last Meeting:

[24/03359/F](#) 35 The Moors Kidlington OX5 2AH
Proposal: Single storey rear extension. Part first floor extension
Decision: Application was permitted

[25/00081/LB](#) Land North of The Moors Kidlington OX5 2AH
Proposal: Works to the stables (lot 2) including replacement doors and windows, alterations to existing openings and creation of new openings, repairs to roof structure and replacement of roof coverings, removal of existing climb protection metal work, and internal alterations
Decision: Application was permitted

[25/00080/F](#) Land North of The Moors Kidlington OX5 2AH
Proposal: Change of use of mechanics workshop (lot 1), the stables (lot 2) and bungalow (lot 3) to educational use (Use Class F1) and associated works; demolition of garages (lot 1) and enclosure (lot 3); erection of cabins (lot 1) for educational use; associated car parking and hard and soft landscaping
Decision: Application was permitted

[25/00084/F](#) Unit 9 4B Oxford Technology Park Technology Drive Kidlington OX5 1GN
Proposal: Erection of an external gas storage cage
Decision: Application was permitted

The Development & Strategy Committee acknowledged the above responses.

25/DS/13

To consider response to Planning applications:

[25/00721/F](#) 86 Mill Street Kidlington OX5 2EF
Proposal: Single story extension
KPC Response: No Objection

[25/00558/TCA](#) 2 Turnpike Cottages Oxford Road Kirtlington Kidlington OX5 3HB
Proposal: T1 x Cherry Tree- reduce crown by 1/3rd the tree has outgrown its location; branches are close to neighbours shed. Also blocks out the sunlight and shades the pond that has living creatures in.
KPC Response: No Objection

[25/00747/F](#) 12 Morton Close Kidlington OX5 1BU
Proposal: Front elevation external wall inset at ground floor level
KPC Response: No Objection

[25/00526/F](#) 6 Lock Crescent Kidlington OX5 1HE
Proposal: Disabled adaptation - single storey front extension
KPC Response: No Objection

[25/00687/DISC](#) 221 Oxford Road Kidlington Oxfordshire OX5 2NU
Proposal: Discharge of Condition 3 (render sample) of 24/02806/F
KPC Response: No Objection

[25/00615/HPA](#) 212 Oxford Road Kidlington OX5 1EB
Proposal: Single storey rear extension, height to eaves 3.15m, overall height 3.15m, length 6.00m. 3m single storey rear extension to be added to an existing 3m extension.
KPC Response: No Objection

[25/00584/F](#) 35 Churchill Road Kidlington OX5 1BW
Proposal: Single storey garden room to rear
KPC Response: No Objection

[25/00727/F](#) 39 Edinburgh Drive, Kidlington, OX5 2JG
Proposal: Demolish garage, double storey side extension with loft conversion and two Velux windows to front elevation
KPC Response: No Objection

25/DS/14

To Receive any other Planning Matters

14a [OUFC](#) – Planning Application response – update
[OUFC correspondence](#) – to consider

The Development and Strategy Committee Councillors expressed their thanks to Cllr Ward for the hard work she put into compiling all the information from the whole Council to complete the response for the OUFC planning application.

Cllr McLean asked all members of the committee whether they were satisfied with the response and if they were happy to approve it. Councillors then held an in-depth discussion regarding several concerns, including dynamic signage, emergency vehicle

access, the uncertainty surrounding road closures, and the lack of engagement from OUFC.

It was felt that Kidlington Parish Council should arrange another meeting with OUFC to discuss the outstanding questions that have yet to be addressed, given the significant impact this planning application could have on the Kidlington community and residents. Councillors also expressed concerns about the upcoming Parish Council meeting. They noted that if the public becomes aware that OUFC will be attending, the meeting could become confrontational or be dominated by non-residents. The Chair stated that Councillors and Parish Council staff will need to monitor the situation on the day and that questions from non-residents of Kidlington will not be considered.

Actions:

- **Cllr Betts to compile a list of questions that still need to be answered by OUFC.**
- **The Clerk to arrange a meeting with OUFC.**
- **Cllr Robey and Cllr Ward to complete the last changes to the Planning Application response.**

The Committee unanimously **RESOLVED** and agreed with the Planning Application response, after the few amends which are required

14b Automatic Number Plate Recognition System – to be considered and agreed
Survey
Proposal

Notes from meeting with OCC, Doctor Surgery, and Nursery

The Facilities Manager attended the meeting to present the proposal for the ANPR (Automatic Number Plate Recognition) system that has been under consideration. It was confirmed that two companies had been asked to provide quotes, and Smart System was identified as the better provider, offering more flexibility within their contract with Kidlington Parish Council.

The system was explained as follows: car users would receive the first 90 minutes free of charge, with charges applied for each additional hour thereafter (charges are still under review). Kidlington Parish Council would receive a percentage of the revenue from both payments and fines, alongside the provider.

For users of Oxfordshire County Council (OCC) services, the doctor's surgery, the nursery, and Exeter Hall, a table will be created listing allocated free parking spaces. These car users will need to input their vehicle registrations into the system to avoid being charged or fined.

It was confirmed that the Clerk and Facilities Manager have met with representatives from OCC, the doctor's surgery, and the nursery to explain the proposed system and agree on the number of spaces allocated to each organisation.

Actions:

- Facilities Manager to speak to Smart System to determine whether a break clause can be included in the contract.
- Clerk and Facilities Manager to communicate with the Bowls Club regarding the proposal.
- Clerk and Facilities Manager to ensure the back car park is included.
- Clerk to arrange a communication plan to notify Kidlington residents about the upcoming changes at Exeter Hall.
- Clerk and Facilities Manager to agree on a go-live date once outstanding issues are resolved and determine a grace period during when fines will not be issued.

The Committee unanimously **RESOLVED** and agreed with the proposal on the ANPR system and is happy for this to be installed once all action has been completed.

14c [Botley Solar Farm](#) – update

No further updates were discussed. Cllr Robey stated that he felt it was important for Kidlington Parish Council (KPC) to attend the meeting, even though it did not directly impact Kidlington village centre. Both Cllr Betts and Cllr Robey confirmed that they were happy to attend the meetings.

Cllr Robey mentioned that he believed the next meeting was scheduled for 13 May, but the Clerk responded that she thought this date had been cancelled, referring to an email she circulated that afternoon.

Action:

- The Clerk to confirm the date of the next meeting or clarify whether it is still scheduled for 13 May.

[Noke Solar Farm](#) – The Development and Strategy Committee confirmed and acknowledged the email regarding the large solar farm. The Clerk confirmed that she had advertised this on the KPC Facebook page, allowing residents the opportunity to support the Parish Council if they wish.

14d **Area Oversight Group** – report

[Notes from Meeting](#)

[Action Plan](#)

Cllr Mclean asked whether the Councillors were satisfied with the information that had been provided. **Cllr Kanonuwa** responded that he did not understand what the *Area Oversight Group* was and asked if it could be explained to him.

Cllr Mclean explained that the *Area Oversight Group* consists of the five parishes: Kidlington Parish Council, Begbroke Parish Council, Yarnton Parish Council, Gosford and Water Eaton Parish Council, and Shipton-on-Cherwell & Thrupp Parish Council. This group was originally formed of the Four Parishes brought together due to the significant amount of development occurring around Kidlington.

Cherwell District Council (CDC) (through Cllr McLean) has now formalised these groups, which is a great advantage, as it ensures that the smaller parishes are not overlooked during the drafting of Section 106 agreements. It also gives them a voice in determining which areas need investment, and where prioritise lay, and infrastructure improvements.

It has now been confirmed that Oxfordshire County Council (OCC) will also be adopting this process. This is a great advancement, as it allows joint planning and coordination from the outset, avoiding the need for separate follow-up meetings with OCC.

14e **Aims and Objectives** – review

Cllr Mclean wished to speak on this subject, as it was a matter that all Councillors had worked on last year and which is now published on the website. She noted that, based on the stated *Aims and Objectives*, there now needs to be an *Action Plan* to ensure that all projects are being completed in alignment with these objectives.

Cllr Mclean emphasised that, all Councillors need to increase their interaction with the residents of Kidlington, an area where he felt the Council was currently falling short. It was suggested that each Councillor consider different community events they could attend in order to engage more effectively with residents and gain a better understanding of ongoing issues and what the community would like to see improved or developed.

Action:

- The Clerk to draw up a list of community activities and events for Councillors to attend throughout the year.

14f **Check on Strategy** – to consider and agree
Cover in the above section 14e

- 14g** **Strategy for Councillor engagement** – to consider and agree on a strategy
Cover in the above section 14e
- 14h** **Local Government Reorganisation (LGR)** – update on unitary Councils
No further update at the moment. It was agreed to appoint an LGR representative
at the Annual Parish Meeting.

Action: Clerk to include in meeting listing of appointments.

- 25/DS/15** **Correspondence responses received since the last meeting:**
No correspondence has been included on the Agenda

- 25/DS/16** **Chair Announcement:**
The **Personnel Committee** met on Tuesday, 8 April, where it was discussed and agreed that a staff review would be carried out with the support of the SLCC (Society of Local Council Clerks). This decision was also approved at the Full Council Meeting.
The matter was raised because the **Clerk** had submitted a report to the Personnel Committee outlining proposed staffing changes. Councillors agreed to all the recommendations put forward by the Clerk but requested a second opinion from the SLCC to support the review.

Architect

The **architect** that has been selected has met with our previous consultant John Liggins who has previously worked with Sainsbury's, Tesco, and several other major supermarkets. They are fully aware of the legal clauses attached to the Exeter Hall building. This knowledge will assist **Kidlington Parish Council (KPC)** in determining the appropriate course of action for the future of Exeter Hall—whether it should be replaced, renovated, or redesigned within the same building structure.

Action:

The **Clerk** is to contact the other architect to thank them for their time but inform them that their services will not be required, as **Kidlington Parish Council (KPC)** has selected the architect they wish to work with.

The meeting closed at 8.20pm