

KING'S SUTTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD
AT 7.30 P.M. ON THURSDAY 8TH MARCH 2018¹
IN THE OMAN ROOM,
CHURCHYARD, KING'S SUTTON PARISH CHURCH**

¹The Meeting scheduled for 1st March 2018 had been cancelled due to snow.

PRESENT: Cllrs R Burrell (Chairman), M Bailey, D Bridson, R Burne, J Creed,
W Dowling, R Irving,

ABSENT: Cllrs T Forde, R Sykes

IN ATTENDANCE: Mrs A Le Druillenec (Clerk)
Cllr G Hopkins (SNC)

**Chairman's Announcement:
The Openness of Local Government Bodies Regulations 2014:**

172.17/18 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:

Apologies had been received from Cllrs Forde and Sykes.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Dowling to Approve the Reasons for Absence submitted by Cllrs Forde and Sykes.

173.17/18 TO INVITE DECLARATIONS OF INTEREST:

A. Disclosable Pecuniary Interests:

None.

B. Other/Personal/Non-Statutory Interests:

Councillor	Agenda Item	Reason
R Burne	9.2.4: Application No. S/2018/0317/TCA	Spouse of Secretary to King's Sutton PCC (Applicant)

C. To receive Requests for Dispensations:

None.

174.17/18 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:

None.

175.17/18 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD 1ST FEBRUARY 2018:
(previously distributed)

RESOLVED: It was proposed by Cllr Bridson and seconded by Cllr Irving to Approve the Minutes of the Parish Council Meeting held 1st February 2018.

176.17/18 TO NOTE REPORTS FROM:

A. the Clerk: (previously distributed)

Matters Arising:

Minute No: 161.17/18A.:

Relocation of Dog Waste bin from Sandringham Road to Banbury Lane: Premier Estates was not in favour of the bin being attached to the fence but had no objection, as adjacent landowner, to the bin being attached to the Footpaths post. Permission from Northamptonshire Highways is awaited.

Lamp No 1 St Rumbolds Drive: A ballast unit was fitted 21st February 2018.

A.6.1: Portable VAS: Information on adaptation costs has been received from the supplier. Information on the cost of the posts is not yet known. Mr Steve Barber, Northamptonshire Highways will advise on the suitability of the proposed locations following a site visit.

Fixed VAS, Banbury Lane: The cost of changing the LED display is £1,000 + vat.

Annual Parish Meeting: Joanne Maddams, Emergency Planning Officer, NCC has accepted the invitation to attend the APM and to give a presentation on Pathfinder II. The walk round survey was completed on 19th January 2018 but the report will not be available until later in the year, although it will be mentioned at the APM and initial findings would also be taken along to public engagement events.

The Pathfinder II Team would like to come out to a village fair with the outreach vehicle to promote the project.

Agreed: To suggest that the Resilience Project Officer is advised of the forthcoming village events and contacts the organisers:

- i) Summer Madness (KSPFA) July
- ii) Church Fete (KS PCC) Summer
- iii) Horticultural Show (KS Garden Club) August
- iv) Scarecrow Festival (KS PreSchool Playgroup) September

Minute No: 161.17/18C.2: Sponsoring a PCSO: Middleton Cheney PC no longer appeared to be in favour of paying for a PCSO.

Minute No. 165.17/18C: SNC Draft Parking: Standards and Design SPD 2017: The Parish Council's comments were submitted on 2nd February 2018.

Minute No. 166.17/18A.1: Churchyard SS Peter & Paul: The Secretary of the PCC responded to the Parish Council's letter of 28th November 2017 on 5th February 2018. Enclosed was the Tree Survey Report dated 18th January 2018: The PCC has notified SNC of the tree works it intends to carry out. (See Agenda Item 9.2.4)

The PCC is also seeking quotes for remedial work to the wall to the north of Church Avenue.

It had been hoped to arrange a meeting with the Secretary of the PCC and the Churchwarden prior to the Parish Council Meeting on 1st March 2018 but this has not been achieved.

Other:

i) Community Governance Review: SNC Meeting 28th February 2018:

Recommendation that the number of Parish Councillors for King's Sutton be reduced by 4 from 15 to 11, effective from the local elections in May 2019.

ii) Rural Wellbeing Service: Provides help and advice to over 50 year olds in rural Northamptonshire. The information bus is hoping to visit King's Sutton on 24th April, 22nd May and 26th June 2018 and had enquired about parking.

Agreed: To suggest parking near the Post Office

ii) That the Wellbeing Service might wish to review its visiting dates and consider a Monday or Friday morning at the KSMMH or Wednesday morning at the Baptist Church.

B. the Chairman: Nil Report.

C. District Councillor: Cllr Hopkins reported on the following:

i) SNC Peer Review: Positive Report.

ii) Budget 2018/2019: Mid-term projection to 2022/2023 had identified an £8m gap.

iii) Community Governance Review: Reduction in number of seats for King's Sutton from 15 to 11 effective from the Local Elections 2019.

iv) Development at rear of 56-60 Richmond Street: This was liable for the Community Infrastructure Levy totalling approx. £54,000 of which King's Sutton would receive 15% (approx. £8,000).

v) New Homes Bonus: Unspent funds in the District amounted to £1million. (Note: No unallocated/ringfenced NHB funds remain to date for King's Sutton)

v) NCC Finances: Could the Parish Council do anything to mitigate the effect of the proposed cuts to the bus and library services?

Bus Service: In response to concerns over the future continuation of the 499 Bus Service, Cllr Hopkins agreed to make enquiries about the likelihood of a partial subsidy from SNC.

Library Service: Middleton Cheney Library Supporters' Group was trying for an Asset Transfer.

vi) Discontinuation of the Health Clinic at the KSMMH: A 200 name petition had been sent to the Cabinet Member for Health and Wellbeing, SNC. It would be on the Agenda of the next Meeting of the Nene Clinical Commissioning Group.

Cllr Burrell declared an interest in vi). Reason: Chairman and Trustee of the KSMMH Committee of Management, to whom the Clinic pays rent.

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr Irving to formally request the number of registered patients at the Health Clinic and an estimate of the number of patients who used the Health Clinic.

Action: the Clerk

D. County Councillor: Nil Report.

177.17/18 FINANCE SCHEDULE:

HSBC Bank Accounts	Bank Statement @ 31.01.18	Cash Book Balance @ 23.02.18
Business Money Manager	£13,607.67	19,718.45
Community	£1.00	£1.00
Money Market	£173,554.30	£163,713.97

A. To Ratify and Approve the Payments:

To Ratify				
Cheque	Payee	Description	Amt (incl VAT)	VAT
104715	Bridson Kneale Assoc Ltd	Inv. T0330 webhost,email acc 18.19	£72.00	£12.00
DD	BT plc	Broadband services Q043 Z4	£141.48	£23.58
To Approve				
Cheque	Payee	Description	Amt (incl VAT)	VAT
104717	Cheney Coaches Ltd	Inv.24585 ThursBus 08 & 22 Feb18	£190.00	
104718	A H Contracts	Inv. 9923 dog waste & litter services	£245.76	£40.96
104719	KSM MH	Office rent Feb18	£100.00	
104720	KSM MH	Hall hire KSYC, Feb18	£176.00	
104721	KSPCC	Hire of Oman Room 01.03.18	£16.00	
104722	Aylesbury Mains Ltd	Inv. 17990 Lp No1,St Rumbolds	£25.20	£4.20
104723	TG Stewart	Inv. TS144 Inspection Dec17	£254.40	£42.40
104724	Info Commissioner	Data Protection Registration 2018	£35.00	
104725	A Le Druillenec	Salary Month 12	£728.93	
DD	HMRC	Tax & NI Month 12	£208.95	
DD	NEST	Pension Month 12	£428.81	
104726	A Le Druillenec	Reimbursmt AntiVirus,OfficeSupplies	£278.33	£42.23
Total			£2,687.38	£87.56

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bailey to Ratify and Approve the Payments.

A.1 Additional Payment:

Banbury Litho Ltd: Invoice No. 22880 £720

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bailey to Approve the Additional Payment.

(Cheque No. 104727 was raised.)

B. To Note Receipts:

Receipts	Type	Payer	Description	Amt
02.02.18	Cheque	J & M Humphris Ltd	Burial Fees, Plot 224	£95.50
08.02.18	Cheque	Midcounties Co-op Ltd	Burial Fees, Plot 271	£84.50
09.02.18	Cheque	J & M Humphris Ltd	Burial Fees, Plot 209	£84.50
20.02.18	Cheque	J & M Humphris Ltd	Burial Fees, Plot 61, ERB	£211.50
23.02.18	Cheque	Banbury Memorials Ltd	Headstone Plot 211, ERB 341	£70.00
27.02.18	Cheque	J & M Humphris Ltd	Burial Fees, Plot 187, ERB 344	£85.00
27.02.18	Cash	R Bortkiewicz	ERB 346	£255.00
Total				£886.00

Noted.

178.17/18 TRAINING: TO CONSIDER REQUESTS:

CPRE Planning Roadshow: 7th June 2018 at Great Houghton.
(Date of Parish Council Meeting)

None.

A. General Data Protection Regulations: For information:

The Clerk reported on the new Regulations and information gained from participation in a SLCC Webinar on 21st February 2018.

The Parish Council would need to plan for compliance on 25th May 2018, firstly by listing any personal data it processed together with the purpose of its processing.

NALC had produced a 63 page Toolkit. Northants CALC was willing to produce a simpler, more practical guide for Councils and was looking into the setting up of a Data Protection Officer Service for members to buy into.

Noted.

179.17/18 FLOOD ALLEVIATION:

A. Wales Street FAS: Update: Cllr Irving reported.

A.1 Proposed Meeting to be chaired by Mrs Leadsom, MP: In response to Mrs Leadsom's letter of 15th January 2018 to Dr. Therese Coffey, MP enquiring about future possible action with regards to the Wales Street FAS, the Parliamentary Under Secretary of State for the Environment had informed her that the cost-benefit ratio for the FAS did not meet HM Treasury rules to be eligible for funding and that the only economically viable scheme available is individual Property Level Resilience (PLR) for each of the 16 houses at risk.
Agreed: There was no merit in going ahead with the proposed meeting.

NCC would add a PLR scheme to its capital programme. It was thought that the County Council had retained unused Environment Agency funds and that these would be used to develop a PLR Scheme.

Agreed: To meet with WSP Engineers for a detailed explanation of why the FAS had failed to proceed and on how the PLP scheme would work.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Burrell to:

- i) Abandon efforts to arrange the proposed Meeting to be chaired by Mrs Leadsom, MP and the principal authorities and parties
- ii) To hold a meeting with WSP on 16th March 2018.

Affected property owners would be invited. Members of the Parish Council were asked to contact Cllr Forde in advance if they wished to attend.

B. Barwood Homes FAS: Update: Nil Report.

C. Tripartite Agreement: Update: Nil Report.

As per Minute No. 164.17/18C a letter had been sent to a Director of Barwood Land on 6th March 2018.

Noted.

180.17/18 PLANNING COMMITTEE:**A. Chairman's Report: Nil Report.****B. To consider Recommendations from the Meeting held at 7.00 p.m. on 8th March 2018 in respect of:****B.1 Application No: S/2018/0345/PA**

Proposal: Determination as to whether prior approval is required (under Class Q of Part 3 of the Town and County Planning (GPD) Order 1995 (as amended)) for the change of use of agricultural buildings to 3 No. dwellinghouses (Use Class C3) in respect of: the transport and highways impacts of the development; noise impacts of the development; contamination risks on the site; flooding risks on the site; whether the siting and location of the buildings make it impractical or undesirable to change the use; and the design and external appearances of the building.

Location: Little Purston Farm, Purston Road, Purston NN13 5PL

Recommendation B.1: To offer NO OBJECTIONS but to Note the comments of the Highway Authority.

RESOLVED: It was proposed by Cllr Burne and seconded by Cllr Bailey to Adopt Recommendation B.1.

B.2 Application No. S/2018/0370/FUL

Proposal: Proposed pitched roof to existing flat dormer roof dormer - front elevation. Proposed new rear dormer. Window amendments to first floor - to rear elevation.

Location: Cornerstones, 1 Banbury Lane, King's Sutton OX17 3RU

Recommendation B.2: To offer NO OBJECTIONS.

RESOLVED: It was proposed by Cllr Burne and seconded by Cllr Irving to Adopt Recommendation B.2.

9.2.3 Application No. S/2018/0436/FUL

Proposal: Replace the current windows to the front elevation of the property, replace the roof with a natural slate roof, remove solar panels and replace velux window.

Proposed additional velux window at rear elevation, proposed new velux window on gable end. Replace flat roof with modern GRP roof with insulation and replace rain water goods.

Location: 6 Bulls Lane, King's Sutton OX17 3RB

Recommendation B.3: To offer NO OBJECTIONS.

RESOLVED: It was proposed by Cllr Burne and seconded by Cllr Irving to Adopt Recommendation B.3.

Cllr Burne had declared a Personal Interest in the next item.

B.4. FOR INFORMATION

Application No. S/2018/0317/TCA

Proposal: Reduce crown of one laburnum tree by 50%, one holly tree to 1.5m and one birch tree by 1.5m. Remove ivy from one spruce tree. Remove dead wood and hanging branches from one wellingtonia and dead wood from four lime trees. Reduce crown of two further lime trees by 3.5m and 4m. Reduce height of 10 yew trees by 60% and shape.

Location: St Peter & St Pauls Church, Church Avenue, King's Sutton OX17 3RJ

Noted.

Cllr Burne declared a Personal Interest in the next item.

Reason: Spouse is the Secretary of the King's Sutton PCC.

181.17/18 CHURCH CLOCK: TO CONSIDER A CONTRIBUTION TOWARDS THE COST OF REPAIRS:

(Article in Parish Church Newsletter February 2018 previously distributed)

It was **Noted** that the Church Clock had been repaired and was working.

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr Irving to match fund the cost of repairs up to £1,500.

(Cheque No. 104728 was raised.)

182.17/18 PARKING IN THE SQUARE: TO CONSIDER ISSUES RAISED BY A MEMBER OF THE PUBLIC, INCLUDING PROVISION OF LARGER BOULDERS ON THE GREEN, SIGNAGE AND DOUBLE YELLOW LINES:

(Information previously distributed included: Concerns raised by member of the public: Plan showing different categories of areas of grass in The Square; Parties responsible for maintenance; Advice from Mrs Helen Howard, Community Liaison Officer, Northants Highways re. possible solutions)

The problems had been highlighted via the Website.

The Parish Council **Noted** the concerns raised and the advice given by Northants Highways.

Proposal: Proposer: Cllr Burne Seconder: Cllr Irving

To maintain things as they are by refreshing the existing stones in place around the registered village green with equivalent (not larger) ones.

A vote was taken.

Vote: In favour: 2 Against: 1 Abstained: 3 CARRIED.

RESOLVED: It was proposed by Cllr Burne and seconded by Cllr Irving to refresh the existing stones at the edge of the registered village green with equivalent ones.

Agreed: To refer the member of the public to the advice from Northants Highways.

Re. Double Yellow Lines:

Agreed: That Cllrs Burrell and Sykes assess the need to extend the existing double yellow lines outside the White Horse PH.

183.17/18 CORRESPONDENCE: FOR INFORMATION:**A. Northamptonshire Libraries: Withdrawal of Mobile Library Service:**

(Letter received 22nd February 2018 from the Strategic Development and Income Generation Manager, Northants Library and Information Services)

The service was being withdrawn with immediate effect.

Noted.

184.17/18 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:**A. Councillors For..:****A.1 Amenities:****A.1.1 Dog Waste and Litter Services: Report on Meeting with the Contractor held 20th February 2018:** Cllr Dowling reported.

i) Dog Waste Service: The Contractor was developing a heat treatment process to covert dog waste for use as fertilizer.

The recent level of service had resulted in the dog waste bins at Sandringham Road and Kensington Close being full and bagged dog waste being piled on the lids of the bins and on the ground below the bins. Residents had complained.

The Contractor was confident that the service would be back on track with immediate effect.

ii) Litter Service: Further consideration had been given to replacement bin liners in the timber bins on The Rec. The manufacturer had reiterated his offer to supply and fit wooden templates to the bins to prevent litter falling between the housing and the round bin liner but had advised that litter that landed on the template rather than in the bin would easily blow off on to the field. There would be no cost to the Parish Council for the templates.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Burrell to Approve templates for the timber litter bins on The Rec.

Action: the Clerk

A.1.2 Children's Play Area Inspection: Feedback:

The Contractor had inspected the Play equipment in December 2017 and reported no issues. The next quarterly inspection would be carried out at the beginning of March 2018.

A.1.3 To Approve the proposed design and location of the bench in memory of the late Mrs Barbara Monks: (Information previously distributed) Members were satisfied with the proposed design.

A.2 Cemetery:

A.2.1 To Approve costs to remove graffiti from the lych gate and to repair the low wall at the entrance: No information.

A.3 Communications: Nil report.**A.4 Lighting:** Cllr Burrell reported.

A.4.1 St Rumbolds Drive: Lamp No. 1 is the only footway light in St Rumbolds Drive. Arising from a resident's concerns over the inadequacy of lighting provision in the road, the situation had been monitored. The conclusion reached was that additional footway lighting in St Rumbolds Drive was not considered to be needed.

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr Bailey to thank the resident for the suggestion but to advise that the Parish Council did not support the need for additional lighting in St Rumbolds Drive.

A.5 The Rec: Nil Report.**A.6 Traffic Calming and Highways: Nil Report.****A.7 Street Areas: Nil Report.****B. Wardens:****B.1 Rights of Way: Nil Report.**

Mr Hall and Mrs Burrell had sent Apologies.

B.2 Trees: Cllr Bailey reported.

B.2.1 Survey of Trees following snow/wind: Walkabout on 11th March 2018 to look for signs of tree damage.

B.3 War Memorial: Nil Report.**C. Representatives:****C.1 King's Sutton Playing Fields Association:****C.2 King's Sutton Millennium Memorial Hall:****C.3 Poor's Allotment Trust: Nil Report.****185.17/18 ANNUAL PARISH MEETING 2018:****A. To set the date for submission of reports:**

Agreed: That Reports shall be submitted to the Clerk by 5th April 2018.

A.1 Agenda Item: School Road Safety Project:

Agreed: To include this on the Agenda.

186.17/18 TO RECEIVE ITEMS FOR THE NEXT MEETING OF THE FINANCE GOVERNANCE AND POLICY COMMITTEE TO BE HELD ON 20TH MARCH 2018:

None.

187.17/18 TO RECEIVE ITEMS FOR THE NEXT MEETING (THURSDAY 5TH APRIL 2018):

None.

Councillors are asked to submit Items for the Agenda by Monday 26th March 2018.

The Meeting ended at 8.58 p.m.