

KING'S SUTTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD
AT 7.30 P.M. ON THURSDAY 5TH APRIL 2018
IN THE OMAN ROOM,
CHURCHYARD, KING'S SUTTON PARISH CHURCH**

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

ABSENT: Cllr R Burne

IN ATTENDANCE: Mrs A Le Druillenec (Clerk)

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

**188.17/18 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR
ABSENCE:**

Apologies had been received from Cllr Burne.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Creed to Approve the Reason for Absence submitted by Cllr Burne.

189.17/18 TO INVITE DECLARATIONS OF INTEREST:

A. Disclosable Pecuniary Interests:

None.

B. Other/Personal/Non-Statutory Interests:

None.

C. To receive Requests for Dispensations:

None.

**190.17/18 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF
THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON
THE AGENDA:**

Item 12.2.1: King's Sutton Churchyard: The Secretary of the King's Sutton PCC and Churchwarden informed the Meeting that:

i) 2 quotes for pollarding had been received and the PCC was ready to take a decision

ii) Work to repair the walls, including the West wall where the tree juts out would commence in April 2018. However, the PCC had no knowledge of to whom the walls belonged and had assumed responsibility for their repair.

Item 12.2.6.1: Adaptation costs for the portable VAS and proposed locations: A resident spoke against the proposed locations on Astrop Road and felt that the money would be better spent elsewhere.

The resident withdrew from the Meeting.

191.17/18 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD 8TH MARCH 2018:
(previously distributed)

RESOLVED: It was proposed by Cllr Dowling and seconded by Cllr Bailey to Approve the Minutes of the Parish Council Meeting held 8th March 2018.

192.17/18 TO NOTE REPORTS FROM:

A. the Clerk: (previously distributed)

Matters Arising:

Minute No. 176.17/18A:

Relocation of dog waste bin, Sandringham Road: Northants Highways informed the Clerk on 16th March 2018 that the request is being processed and she will be notified in due course.

Portable VAS: Mr Barber made a site visit on 12th March 2018. The FG&P Committee has considered Mr Barber's feedback.

Pathfinder II Outreach Visit: The Resilience Project Officer intends to contact the organisers of the events and will keep the Parish Council informed.

KS Churchyard: The Secretary of the PCC and Churchwarden met with Cllrs Burrell and Irving on 19th March 2018, who reported back to the FG&P Committee.

Rural Wellbeing Service: The Fieldworker has advised that she only has use of the information bus on a Tuesday but was willing to drop off some of the leaflets to coffee mornings at the KSMMH and the Baptist Church. Parking would be at the PO.

Minute No. 176.17/18C:

Discontinuation of the Health Clinic at the KSMMH: A request for information on the number of registered patients and for an estimate of the number of users was sent to the Practice Manager, Brackley Medical Centre on 22nd March 2018.

Minute No. 178.17/18A: General Data Protection Regulations: Appointment of a Data Protection Officer: Northants CALC announced on 19th March 2018 that it will be offering a DPO Service to member Councils.

Minute No. 179.17/18C: Barwood Homes FAS and Tripartite Agreement: The response from a former director of the company was that due to the discontinuation of his involvement the Parish Council's letter had been forwarded to the Managing Director.

Minute No. 182.17/18: Parking in The Square: On 16th March 2018 the member of the public was advised of the Parish Council's decision to refresh the stones along the edges of the village green with ones of equivalent size and was sent the advice from Northants Highways in respect of parking on verges.

Minute No. 184.17/18 Councillor Reports:

A.1 Amenities:

A.1.1 Dog Waste Service: By letter of 28th March 2018 the Contractor has advised that he would be withdrawing his services from 9th April 2018.

The Clerk met with a prospective Contractor on 4th April 2018, explained the Parish Council's requirements, and invited him to quote for both the dog waste bin and litter services, for discussion on 5th April 2018.

A.1.2 Litter Bin Templates: An order was placed for the fitting of templates to the wooden bins on The Rec on 16th March 2018.

A.1.3 Bench in memory of the late Barbara Monks: The organiser has been advised that the Parish Council was satisfied with the proposed design and that she could proceed with the order, but asked to contact the Parish Council prior to installation in order to agree the exact spot on The Rec.

Minute No. 185.17/18: Annual Parish Meeting: Councillors are asked to submit Annual Reports to the Clerk by 5th April 2018.

Reports have been received from:

Mrs Sheila Barrow (Public Transport) and Mr Andrew Waite (War Memorial Warden) and these have prompted Agenda Items 11.2 (Provision of a bus pass service by the PO) and 13.2.3 (Professional clean of the War Memorial).

Item 11.2: Bus passes were available from the mobile library van but this service has been lost and so bus passes cannot be obtained in the village.

They can be reviewed at a Northamptonshire Library or online via the NCC website.

Item 13.2.3: The Warden has approached 3 companies for estimates and has received 2 of between £1,440 and £1,698.

The War Memorials Trust declined the application for a grant to assist with the professional cleaning costs commenting: 'The Trust does not recommend cleaning for purely cosmetic reasons, as inappropriate over cleaning can result in damage to the fabric.'

B. the Chairman: Nil Report.

C. District Councillor: Nil Report. Cllr Hopkins had sent his Apologies.

D. County Councillor: Nil Report.

193.17/18 FINANCE SCHEDULE:

HSBC Bank Accounts	Bank Statement @ 28.02.18	Cash Book Balance @ 29.03.18
Business Money Manager	£20,586.73	15,198.23
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
104727	Banbury Litho Ltd	Inv. 22880	£720.00	
DD	BT plc	Telephone bill Q046 86	£100.45	£16.74
To Approve				
Cheque	Payee	Description	Amt (incl VAT)	VAT
104729	Cheney Coaches Ltd	Inv.24798 ThursBus 08 & 22 Mar18	£190.00	
104730	A H Contracts	Inv. 9982 dog waste & litter services	£257.76	£42.96
104731	KSM MH	Office rent, Room hire Mar18	£136.00	
104732	KSM MH	Hall hire KSYC, Mar18	Note1	
104733	KSPCC	Hire of Oman Room 05.04.18	£16.00	
104734	SNC	Non domestic rates Cemetery	£172.19	
104735	Northamptonshire ACRE	Supporter 2018/2019	£35.00	
104736	Northants CALC	GDPR Training 27Mar2018	£49.00	
104737	A Le Druillenec	Salary Month 1	Note 2	
DD	HMRC	Tax & NI Month 1	Note 2	
DD	NEST	Pension Month 1	Note 2	
104738	A Le Druillenec	Mileage expenses, tapemeasure	£24.86	£0.41
Total			£880.81	£42.96

Note 1: Invoice received 6th April 2018: £176.00

Note 2: Gross Pay £1,258.10

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Forde to Ratify and Approve the Payments, including Hall Hire KSYC and Clerk's Salary costs.

A.1 Additional Payment:

E.ON: Electricity Bill for period 01 January - 31 March 2018. £1,591.73.

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

(Cheque No. 104739 was raised)

B. To Note Receipts:

Receipts	Type	Payer	Description	Amt
09.03.18	Cheque	E Bortkiewicz	ERB 347; ERB 348	£255.00
13.03.18	Cash	F Mitchell	Thursday Bus	£69.00 3weeks
28.03.18	Cheque	Edd Frost & Daughters	Burial Fees Plot 216, ERB 349	£223.00
Total				£547.00

Noted.

B.1 Ice Cream Vendor:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Creed to collect the sum of £600 from the Ice Cream Vendor for his use of The Rec in 2017 and 2018.

Action: the Clerk

B.2 Parking on edge of The Rec: It was **Noted** that several cars had been parked up on the grass rather than in the KSM MH car park. Aynho Parish Council had installed wooden bollards along a short length of highway verge on the B4100 adjacent to the traffic island.

194.17/18 ACCOUNTS FOR YE 31ST MARCH 2018: TO APPROVE THE INTERIM ACCOUNTS: (previously distributed)

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Sykes to Approve the interim Accounts for YE 31st March 2018.

Receipts for Adverts, KS Times were significantly below budget:

2016/2017: £1,852.75

2017/2018: £ 733.00

Agreed: To investigate.

195.17/18 TRAINING: TO CONSIDER REQUESTS:

New course: Beginners Practical Social Media Training: 19th April 2018: Northants ACRE. £35pp (member rate)

Noted.

A. General Data Protection Regulations: Update: The Clerk reported.

a) Training sessions attended:

i) BrightPay Webinar 'GDPR for Employers' (13th March 2018)

ii) NCALC 'GDPR - dragging Data Protection into the 21st century' (27th March 2018)

b) Information received:

i) NCALC 'Quick Start Guide for Parish Councils'- to be read in conjunction with NALC GDPR Toolkit

ii) SLCC documents

c) Next Steps:

i) To assimilate the information published by NALC, NCALC and SLCC

ii) By 25th May 2018 the Parish Council should be able to demonstrate that it has taken steps to work towards compliance with the regulations, including:

1. Appointment of a Data Protection Officer: NCALC will offer this service to member councils.

2. Creation of an inventory of personal data held by the Parish Council

3. Adoption of Policies (Data Protection, Data Breach, Records Retention) Procedures (Subject Access Request) and Notices (Privacy)

4. Receipt of Security Compliance Checklists from Councillors.

Agreed: That a Working Group comprising the Chairman, Vice Chairman, Cllr for Communications and the Clerk, considers GDPR and brings recommendations to the Annual Parish Council Meeting on 3rd May 2018.

196.17/18 FLOOD ALLEVIATION:

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

At the Meeting held 16th March 2018 engineering consultants WSP explained the background to the revised position. Northants County Council will be taking forward a Property Flood Resilience Scheme for those houses at risk.

This project is funded by the Environment Agency. WSP had been appointed project managers. Community specialists will be brought on board. It was **Noted** that the Parish Council will be a consultee with no involvement in the process.

B. Barwood Homes FAS: Update:

Over the Easter weekend (30th March - 2nd April 2018) the retention pond was almost full and the ditch was clogged with vegetation along half its length. The pipe and concrete topped footbridge was a potential obstruction, a matter that had been brought to the attention of the developer on several previous occasions.

Noted.

C. Tripartite Agreement: Update: There had been no progress.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bailey to write to SNC and request that this matter is taken up by SNC's Legal Department.

197.17/18 PLANNING COMMITTEE:

A. Chairman's Report: Nil Report.

B. To consider Recommendations from the Meeting held at 7.00 p.m. on 5th April 2018 in respect of:

B.1 Application No: S/2018/0540/FUL

Proposal: Single storey extension

Location: 31 Blenheim Rise, King's Sutton OX17 3QY

Recommendation B.1: To offer NO OBJECTION.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Irving to Adopt Recommendation B.1.

B.2 Application No. S/2018/0555/FUL

Proposal: Variation of Condition 2 (plans) S/1999/0216/P (Change of use of and alterations to agricultural buildings to form 3 dwellings, erection of detached double garage (renewal of S940670p) to alter window arrangement and remove external stone steps.

Location: Home Farm, 1 Richmond Street, King's Sutton OX17 3RS

B.3 Application No. S/2018/0556/LBC

Proposal: Variation of Condition 2 (plans) S/2016/2453/LBC Variation of Condition 2 (plans) of Listed Building Consent S/1999/0333/LB (conversion of agricultural buildings to 3 dwellings) to amend the stable block - removal of an internal wall and door, replace proposed velux windows with conservation roof lights and reopen one blocked window) to amend window arrangement and remove external stone steps

Location: Home Farm, 1 Richmond Street, King's Sutton OX17 3RS

Items B.2 and B.3 were considered together.

Recommendations B.2 and B.3 to:

i) Offer NO OBJECTIONS

ii) Strongly make the point that, as in the case of B.2 this was another instance of a retrospective planning application

The Committee considered that applications for Listed Building Consent merited closer scrutiny.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Irving to Adopt Recommendations B.2 and B.3.

B.4 Application No. S/2018/0698/FUL

Proposal: Steel clad outbuilding (retrospective)

Location: Sunnydale, 4 Wales Street, King's Sutton OX17 3RR

Recommendation B.4: To OBJECT.

The application was not clear. The steel clad building replaces two small sheds and resembles a half-size agricultural shed. The ground area was known but no details of height had been provided.

It was **Noted** that roof water was discharging into the watercourse.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Irving to Adopt Recommendation B.4 with the Rider that:

In the event of retrospective planning permission being granted to request that this should be subject to a Condition that the outbuilding shall not be used for other than the quiet enjoyment of the domestic property of which it forms part.

B.5 FOR INFORMATION

Application No. S/2018/0642/TCA

Proposal: Reduce height of one cherry tree by 3-3.5m and thin crown.

Reduce height of one spruce by 1-1.5m

Location: 2 Wales Street, King's Sutton OX17 3RR

NO OBJECTIONS.

C. Other: FOR INFORMATION:

Enforcement Issues: Mill Farm property and former Railway land.

The Team at SNC were following up both matters.

Noted.

198.17/18 BUS SERVICES:

A. To discuss the principle of the Parish Council subsidising the 499 bus Service: Cllr Irving reported.

The annual subsidy for the 499 bus was £52,000. At this stage SNC was reluctant to contribute towards the subsidy. It remained to be seen whether Parish Councils served by the 499 bus service would be more inclined to do so.

Cllr Hopkins was pursuing the matter.

It was estimated that to keep all the bus services running in South Northamptonshire would require an additional Council tax charge in the sum of £3.60 per year per property.

The Secretary of State was requesting principal councils to submit locally led proposals for new ways of delivering local government services in Northamptonshire.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Sykes to Authorise Cllr Irving to work with Cllr Hopkins to explore possible ways for SNC and Parish Councils to step in to fund bus routes, in particular the 499.

B. To consider a request that the Post Office is asked to provide a bus pass service: (Clerk's Report refers)

Bus passes can no longer be obtained in the village.

Agreed: To formally ask the King's Sutton Post Office if it would be willing to provide a bus pass service.

It was **Noted** that the Post Office may not be able to provide a free service.

199.17/18 FINANCE & GENERAL PURPOSES COMMITTEE:

A. Chairman's Report: Nil Report.

B. To consider Recommendations from the Meeting held on 20th March 2018: (draft Minutes previously distributed)

Recommendation B.1: King's Sutton Churchyard: To Accept the transfer of the maintenance and care of the Churchyard dependent upon completion of tree works and wall repairs, and receipt of documentation confirming wall ownership.

The Parish Council had previously requested the following information:

- i) Grasscutting map of areas to be cut and schedule of cuts.
- ii) Documentary evidence of the ownership of the Walls:
- iii) Topple Test Survey.

Cllr Burrell invited the Secretary of the PCC and the Churchwarden, who were both present, to respond.

- i) Grasscutting map and schedule of cuts:

The Secretary of the PCC and the Church Warden **Agreed:**

To provide this information.

- ii) Documentary evidence of the ownership of the Walls: The PCC had no information. The Secretary of the PCC and the Church Warden **Agreed:**

To submit an enquiry to the Land Registry.

- iii) Topple Test Survey: No survey had been carried out for several years.

The Secretary of the PCC and the Church Warden **Agreed:**

To arrange for a Topple Test Survey of Headstones and Memorials to be undertaken.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Dowling to Adopt Recommendation B.1

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Burrell to Accept the transfer of the maintenance and care of the Churchyard dependent upon completion of tree works and wall repairs, receipt of documentation confirming wall ownership, receipt of the grasscutting map and schedule, and receipt of the Topple Test survey.

The Secretary of the PCC and Church Warden withdrew from the Meeting.

Recommendation B.2: Asset Register: To Approve the Asset Register to 31st March 2018: (previously distributed)

Additions during the year:

24" Monitor: £90.00

Water Trough: £725.00

Total Assets: £236,908.50.

Disposals during the year:

17" Monitor: £111.00

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bailey to Approve the Asset Register to 31st March 2018.

It was **Noted** that the domain names were not included on the Asset Register.

Agreed: To investigate for a future year.

Recommendation B.3: Thursday Bus Service: To continue to provide the Thursday Bus every 2 weeks for the next 6 months and to keep it under review:

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

Recommendation B.4: Website: To discuss the future operation and management of the website:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bailey to place an advert on the website inviting volunteer candidates to work alongside Cllr Bridson until he leaves.

The Council **Noted** possible cost implications for training of candidates.

Recommendation B.5: Policies: (previously distributed)

Recommendation B.5.1 Grants of Financial Assistance: To Approve the recommended amendments to the Policy: (Minute No. FGP: 114.17/18B refers)

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bailey to Approve the Amendments to the Policy relating to Community Benefit and Limited Funding.

The Policy to read:

Community Benefit: Applications shall only be considered if they demonstrate benefit to residents of King's Sutton arising from the service or activity for which a grant is being sought.

Limited Funding: The maximum grant will be £1,000 in any financial year. This is the grant that would normally be made. However, where there is strong and proven support from residents, exceptional grants of up to £2,500 may be considered.

Recommendation B.5.2 Equal Opportunities: To Approve the Policy without change:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Sykes to Adopt Recommendation B.5.2.

Recommendation B.5.3 Training Statement of Intent: To Approve the Statement without change:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bailey to Adopt Recommendation B.5.3.

Recommendation B.6: VAS Adaptations:

Recommendation B.6.1 To Approve adaptation costs for the portable VAS for position at 3 locations (Lamp Nos. 3 and 10 Astrop Road, and Mill Lane): (Minute No. FGP: 116.17/18A refers)

A. Concerns raised at Public Participation: The Council addressed the concerns raised by a Member of the Public at Public Participation.

The Parish Council had considered and dismissed a number of locations for reasons of suitability, including on the triangular island of grass highway verge at the junction of Astrop Road and Upper Astrop Road, and on the incline coming into the village from Charlton.

The proposal was to adapt the VAS for mains power from Lamp Nos. 3 and 10 Astrop Road (and not to install the VAS on a lamp or pole adjacent to House Nos. 3 and 10 Astrop Road). The sign was currently affixed to Lamp No. 10 Astrop Road, which is located at the junction with Glebe Rise. The portable VAS would be moved between locations and would not be permanently installed at one location.

The Parish Council had taken expert advice on speed traffic controls.

There is no mains power near the Playing Fields and it is not a viable location.

The School bus drop off point near the KSMMH is fairly near to Lamp No. 3 Astrop Road.

Adaptation costs would be funded from S106 Banner/CALA Homes developer contributions for Road Safety.

Agreed: To explain the situation to the resident rather than delay the adaptations.

B. Adaptation Costs:

i) Solar Kit (Mill Lane): £750.00

Post £tbc

ii) Mains Power (Astrop Road Lamp Nos. 3 and 10): £420.50

iii) Installation and Commissioning: £600.00

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Sykes to Approve Adaptation costs for the 3 locations, including post required at Mill Lane.

Recommendation B.6.2 To Approve conversion costs in the sum of £1,000 to the LED display on the fixed VAS on Banbury Lane:

(Minute No. FGP: 116.17/18B refers)

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Creed to Adopt Recommendation B.6.2.

**Recommendation B.7: Acquisition of Land to extend the Cemetery:
Recommendation B.7.1 To Accept the offer to purchase land from The
Astrop Estate in the sum of £15,000, subject to contract, by 31st December
2018:**

By the end of 2018/2019 the Parish Council will have designated Reserves in the sum of £25,000.

An initial budget of £30,000 was estimated to be needed.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Creed to Accept the offer to purchase land from The Astrop Estate in the sum of £15,000, subject to contract and subject to planning permission, by 31st December 2018.

Recommendation B.7.2 To Appoint Cemetery Development Services to produce at a cost in the sum of £2,250 + vat, a Tier 1 Study of ground conditions on the land to be purchased from The Astrop Estate:

A Tier 1 Study was a prerequisite of planning permission.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Forde to Adopt Recommendation B.7.2.

200.17/18 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:

A. Councillors For...

A.1 Amenities:

A.1.1 Dog Waste Bin Service: (Clerk's Report refers) Cllr Dowling reported. The bin at Paradise had not been emptied and this had given rise to complaints from residents.

By letter of 28th March 2018 the Contractor had, with regret, informed the Parish Council that he would withdraw his services for dog waste and litter as from 9th April 2018.

The Council considered the services of an alternative Contractor.

(Comparison of current and future costs presented to the Meeting)

i) Dog Waste Services: Nil difference.

RESOLVED: It was proposed by Cllr Bailey and seconded by Cllr Irving to Accept the quotation dated 5th April 2018 for Dog Waste Services from Marcus Young Landscapes Ltd.

Agreed: To Authorise Marcus Young Landscapes Ltd to start with immediate effect.

Action: the Clerk

ii) Litter Services, including litter bin emptying, litter pick, sweeping out of bus shelters and Well Head Monument, cleaning of glass in Banbury Lane bus shelter: £1,891.30 more.

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr Bridson to Accept the quotation dated 5th April 2018 for Litter Services from Marcus Young Landscapes Ltd for a trial period of 6 months, commencing 13th April 2018.

Action: the Clerk

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: Cllr Bridson requested Policy updates for the website.

A.4 Lighting: Cllr Burrell reported:

A.4.1 Footway Lamp, Hampton Drive, Little Rushes development: The light was intrusive to one of the bungalows.

Agreed: To seek the permission of the developer to replace the gear tray with a 3,000K 12LED gear tray, as per modifications to lamps at Halestrap Way in July 2016 *or/and black out the glass lens facing the affected property.*^{GB}

Action: the Clerk

A.5 The Rec: Cllr Dowling reported.

A.5.1 Handlebar repairs to Scottie Springer, Toddler Area:

Agreed: To replace the damaged part.

Action: Cllr Dowling

A.6 Traffic Calming and Highways: Cllr Sykes reported.

A.6.1 Parking on The Square: Correspondence on this topic was **Noted.**

A.6.2 Double Yellow Lines: The Landlady of The White Horse intends to request DYL along Mill Lane, adjacent to the wall opposite the PH.

A.7 Street Areas:

A.7.1 Astrop Road/Mill Lane; Mill Lane/Holland Rise: Cllr Burrell reported that he had logged the faded White Lines on Street Doctor.

B. Wardens:

B.1 Rights of Way: Nil Report.

Mrs Hall and Mrs Burrell had sent their Apologies.

B.2 Trees: Cllr Bailey reported.

B.2.1 Poplar Tree, Windsor Close: Work to reduce the tree had been carried out in November 2017. Cllr Bailey will discuss the work with the Contractor in the light of recent comments on the look of the tree.

B.3 War Memorial:

B.3.1 To Consider whether to proceed with a professional clean:

(Clerk's Report refers)

The War Memorials Trust's recommendations on cleaning were considered by the Parish Council.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Dowling not to proceed with a professional clean.

Agreed: To clean the Memorial with soapy water in preparation for the Centenary of Armistice Day.

C. Representatives:**C.1 King's Sutton Playing Fields Association:** Cllr Bridson reported.**C.1.1 Vandalism:** The installation of CCTV cameras had been delayed. There was a need for security measures to be put in place.**C.2 King's Sutton Millennium Memorial Hall: Nil Report.****C.3 Poor's Allotment Trust: Nil Report.****201.17/18 TO RECEIVE ITEMS FOR THE ANNUAL PARISH COUNCIL MEETING (THURSDAY 3RD MAY 2018):****None.****Annual Parish Meeting: 25th April 2018:** The Chairman reminded everyone to submit their Annual Reports and asked that the APM was promoted on the website.

The Meeting ended at 9.20 p.m.