

KING'S SUTTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD
AT 7.30 P.M. ON THURSDAY 2ND AUGUST 2018
IN THE OMAN ROOM,
CHURCHYARD, KING'S SUTTON PARISH CHURCH**

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

ABSENT: No Absentees

IN ATTENDANCE: Mrs A Le Druillenec (Clerk)

Chairman's Announcement:

The Openness of Local Government Bodies Regulations 2014:

61.18/19 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:

None.

62.18/19 TO INVITE DECLARATIONS OF INTEREST:

A. Disclosable Pecuniary Interests:

None.

B. Other/Personal/Non-Statutory Interests:

None.

C. To receive Requests for Dispensations:

None.

63.18/19 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:

Several Members of the Public were present.

The Chairman advised that a member of the public was allotted 3 minutes to speak to an Agenda item, and that the total time allowed under Standing Orders for Public Participation was 10 minutes.

4 members of the public wished to speak.

1. Item 7: 499 Bus Service: Had there been a response from the 2 bus companies that might be interested in providing transport?

2. Item 7: 499 Bus Service: A survey had shown that there was support for a mini bus service to include the Brackley Health Centre. (Letter received 19th July 2018 circulated with Clerk's Report) People were 'stuck' without a bus.
3. Item 7: 499 Bus Service: Had the Council done anything months ago? Non-drivers were desperate and suffering hardship.
4. Item 16: Items for the Agenda of the next Meeting: The Bog Spring was dilapidated and had last been restored in 1958.

The Chairman thanked the members of the public for their comments.

64.18/19 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD 5TH JULY 2018:
(previously distributed)

RESOLVED: It was proposed by Cllr Sykes and seconded by Cllr Forde to Approve the Minutes of the Parish Council Meeting held 5th July 2018.

65.18/19 TO NOTE REPORTS FROM:

A. the Clerk: (previously distributed)

1. Matters Arising:

Minute No. 48.18/19A: Health Clinic, KSMMH: NHS England has forwarded the Parish Council's letter of 17th July 2018 regarding formal consultation on branch closures to the regional team for their response.

Minute No. 49.18/19: 499 Bus Service: Correspondence from resident re. support for a mini-bus service to include Brackley Health Centre.

Minute No. 50.18/19: Future Northants: The Parish Council's response was submitted on-line on 13th July 2018 and was subsequently published on the Parish Council website.

Minute No. 53.18/19

A: Notice of Casual Vacancy created by the resignation of Cllr Bridson: SNC received no requests for a poll by 19th July 2018. The Parish Council is able to fill the vacancy by co-option.

The Chairman's letter of thanks to Cllr Bridson was sent on 26th July 2018.

B.3: Local elections: It is unlikely that the date of the local elections (2019 or 2020) will be confirmed until February or March 2019.

Minute No. 55.18/19:

C. Tripartite Agreement: Further to Minute No. FGP: 34.18/19 it is the opinion of the Assistant Director Law and Governance, CDC/SNC that the developer would have no right of indemnity.

Minute No. 57.18/19: King's Sutton in Bloom 2018: Preliminary Judging round: 31st July 2018. Mrs Vallery Lee will participate on behalf of the Parish Council.

Minute No. 58.18/19A: Work to Play Equipment: The quote was accepted on 6th July 2018.

Other:

1. Winter Maintenance Programme 2018/2019:

Northants Highways applied the following criteria scoring for grit bins.

		Criteria	Being on a sharp Bend	At a junction where there is an approach from a gradient, from a side road	On a steep gradient	Not on the precautionary salting network	Another bin within 150m	Nearby community facilities (Doctors, Schools etc.)	Only access to a community	Total Score	NNC will continue to maintain and fill
Asset	Location	Points	2	2	1	2	-1	1	1		Yes/No
1092	Newlands j/w Richmond Street		0	2	0	2	0	1	0	5	Yes
1093	Richmond Street / Whittall Street		2	2	0	2	0	0	0	6	Yes
1094	Red Lion Street near church wall		0	0	1	2	0	1	1	5	Yes
1095	Wales Street near bakers shop		0	0	1	2	0	1	0	4	No

The criteria 'only access to a community' is 'applied to a bin that serves an area that is not covered by the precautionary gritted routes and is generally a through road to other roads within an area and not to a single road. This criteria has been applied to the grit bin on Red Lion Street as Red Lion Street is accessible to residents in Red Lion Street, Bulls Lane, Whittall Street and Wales Street whereas the grit bin in Wales Street is not easily noticeable without travelling down the street.'

'Should the Parish Council wish to take on the grit bin arrangements will be made for the Parish to take over the ownership and replenishment of the grit bin. This would entail a transfer of ownership to be agreed.

Northamptonshire Highways are no longer able to offer a service to replenish grit bins for the parish/town councils. The bins will need to be self-filled with an authorised product (which will be detailed in the transfer of ownership agreement).

If the Parish Council does not wish to take on the ownership and maintenance of the grit bin it will be removed during the annual inspection /filling of the grit bins which will commence towards the end of September.' **Noted.**

Agreed: To consider whether to enter into a transfer of ownership agreement with Northamptonshire Highways at the next Ordinary Meeting of the Parish Council to be held on 6th September 2018.

2. Post at corner of The Rec: Reported to Street Doctor URN 950438. Works ticket raised. Will be completed within 3 months.

3. Faded/worn away road markings at junction of Mill Lane/Astrop Road: Reported to Street Doctor URN 951716.

B. Chairman: Nil Report.

C. District Councillor: No Report. Cllr Hopkins had sent his Apologies.

D. County Councillor: No Report.

66.18/19 FINANCE SCHEDULE: (previously distributed)

HSBC Bank Accounts	Bank Statement to 30.06.18	Cash Book to 27.07.18
Business Money Market	£54,072.85	£48,891.74
Community Account	£1.00	£1.00
Money Market Account	£163,713.97	£163,944.51

A. To Approve the Payments:**To Ratify**

Cheque	Payee	Description	Amt (incl VAT)	VAT
104771	E.ON	Electricity Apr-Jun2018	£1,804.30	£300.72

To Approve

Cheque	Payee	Description	Amt (incl VAT)	VAT
104765	M Dempsey	Inv. 1278 Grasscutting	£1,640.00	
104772	Cheney Coaches Ltd	Inv.25289 ThursBus12&26 July18	£190.00	
104773	KSM MH	Office rent, Room Hire July18	£127.00	
104774	KSPCC	Hire of Oman Room 02.08.18	£16.00	
104775	Aylesbury Mains Ltd	Inv. 18333 Lp No2 Whittall St	£54.00	£9.00
104776	MarcusYoungLandscapesLtd	Inv. 2736 Dog Waste&Litter Services	£420.00	£70.00
104777	D J Turvey	Inv. 11 Noticeboard PO	£15.00	
104778	Trevor Stewart Play Equipment	Inv. Repairs, bark chippings	£1,284.00	£214.00
104779	A Le Druillenec	Salary Month 5	£544.26	
DD	HMRC	Tax & NI Month 5	£139.21	
DD	NEST	Pension Month 5	£709.26	
104780	Result not known	KS in Bloom Winner	£60.00	
104781	Result not known	KS in Bloom Runner Up	£40.00	
104782	Result not known	KS in Bloom 3rd Place	£30.00	
Total			£5,259.73	£293.00

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

B. To consider subscribing to SNAST Neighbourhood Watch 2018/2019 at a cost of £20.00:

(Invitation letter of July 2018; Minutes of Meeting held 17th July 2018 previously distributed)

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Forde to subscribe to SNAST Neighbourhood Watch 2018/2019 at a cost of £20.00.

(Cheque No. 104783 was raised.)

C. To Note Receipts:

Receipts	Type	Payer	Description	Amt
01.07.18	Credit	HSBC	Bank Interest	£230.54
10.07.18	Cheque	J & M Humphris Ltd	Burial fees GAR25 re-open	£61.00
26.07.18	Cash	Mark's Ices	Pitch at The Rec 2018	£300.00
26.07.18	Cheque	J & M Humphris Ltd	Memorials Plot 235; Plot61	£148.00
31.07.18	Cheque	Aplins	Advert KST ¹ Inv.642	£55.00
31.07.18	Cheque	Treetops.com	Advert KST Inv. 637	£55.00
Total				£849.54

¹The RFO advised that she was chasing up an outstanding payment from another Advertiser.

Noted.

67.18/19 499 BUS SERVICE:

A. To receive an update: Cllr Irving reported.

Background: Since the withdrawal of the 499 Bus Service had been announced the Parish Council had worked with others to find a solution.

i) Northamptonshire County Council (NCC): Officers from the Bus and Rail Department, Northants Highways had been very helpful and had sought tenders with a view to saving the 499 bus route in some form, such as changing and/or limiting the frequency and extent of the route.

All options had proved too expensive for King's Sutton Parish Council to consider.

ii) South Northamptonshire Council (SNC): The District Council was not prepared to take the place of NCC and contribute towards a replacement bus service.

iii) Other Councils along the route: Parishes served by the 499 bus service were prepared to look into the provision of a replacement service.

A key issue was how to ensure that passengers would be able to use their bus passes in the future.

Options:

At the Little Brook Ward Meeting hosted by Aynho Parish Council on 23rd July 2018 at which 5 parishes were represented it was agreed to set up a Steering Group to investigate the feasibility of a Community Bus Service. SNC would be prepared to grant assist only if the body running a Community Bus Service was a separate organisation to the Parish Council. Examples included a charity or company limited by guarantee.

Cllr Hopkins believed that a Community Development Revenue Grant might be the way forward.

Volunteers would be needed to manage the operations, accounting and administrative roles, as well as to drive the vehicles.

Cllr Irving stressed that nothing had been achieved so far. This was a long way off, but far from hopeless.

Members discussed the issues.

i) Cost: A limited replacement service with no volunteers would depend on funds equivalent to 60% of the combined precept of all the parishes along the route.

ii) Community Bus Service model: West Wight Community Bus Scheme: This was volunteer led and very successful. It was designed to link the places people wanted to reach. Cllr Hopkins was looking into this.

iii) Bus Passes: A not for profit company operating with a section 22 permit (Transport Act 1985) was able to accept bus passes.

iv) Thursday Bus Service: The Coach operator was unable to supply a low floor vehicle. Low floor vehicles tended to be buses rather than coaches. Launton Travel was interested in offering a weekly Shopper Service with smaller vehicles fully accessible to the disabled and wheelchair users.

B. To consider the recommendation from the FG&P Committee Meeting held on 17th July 2018 that:

- i) Provided there was sufficient community support from within King's Sutton and surrounding parishes, the Parish Council helps to facilitate an investigation into moves to create some sort of bus service and**
- ii) Provided that grant support could be obtained from SNC the Parish Council considers putting in some funding:**

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Forde to Adopt the Recommendation of the FG&P Committee and to pursue the matter further.

C. Arising from the Little Brook Ward Meeting held 23rd July 2018 to appoint a Parish Council representative to be a member of the Steering Group to find a community solution to the loss of the service:

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Sykes to Appoint Cllr Irving as Parish Council representative on the Steering Group.

68.18/19 TRAINING: TO CONSIDER REQUESTS:

None.

69.18/19 CASUAL VACANCIES:

A. To consider expressions of interest in being co-opted to serve on the Parish Council:

(Written expressions of interest from 2 candidates circulated at and read out to the Meeting. One of the candidates was present.)

RESOLVED: It was proposed by Cllr Burne and seconded by Cllr Irving to co-opt Mr David Wood to serve on the Parish Council and to take his seat on 6th September 2018.

RESOLVED: It was proposed by Cllr Bailey and seconded by Cllr Sykes to co-opt Mrs Susanne Read-Maskell to serve on the Parish Council and to take her seat on 6th September 2018.

B. To Approve printing costs for 1,000 x A5 'Your Village Needs You' flyers for insertion in the Church Times:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bailey to Approve estimated printing costs of £50-£100.

Action: Cllr Burrell

70.18/19 TO DISCUSS COUNCILLOR ROLES AND THE FREQUENCY OF MEETINGS: (Minute No. FGP: 28.18/19 refers)

The Chairman invited comments.

i) Quorum: The co-option of 2 new members had allayed concerns raised previously.

ii) Planning Committee Membership: This needed to be reviewed to give the Chairman and Vice Chairman of the Parish Council voting rights and to be part of the quorum.

iii) Frequency of Meetings: The Council needed to meet every month in order to discuss the amount of business on the Agendas. If Meetings were held less often than monthly the Planning Committee would require delegated authority or criteria that would enable the Parish Council to meet the Local Planning Authority's statutory guidelines for consultation procedures relating to planning applications.

Noted.

71.18/19 PLANNING COMMITTEE:

A. Chairman's Report: Nil Report.

B. To consider Recommendations from the Meeting held at 7.00 p.m. on 2nd August 2018:

B.1 Application No. S/2018/1455/FUL

Proposal: Two storey front extension. First floor side and rear extension over existing garage (garage converted to habitable space), increase in the height of the main ridge

Location: 32 Glebe Rise, King's Sutton OX17 3PH

The occupiers of No. 30 Glebe Rise had raised concerns over the proposal and the implications of it on their property and had requested for their letter of objection to be read out at the Planning Committee Meeting.

The Committee considered the proposal to be primarily one of overdevelopment in a tight layout. It would convert the dwelling into a four-bedroomed house and there would be a loss of one parking space. The front garden would be reduced in size.

Recommendation B.1:

- i) To **Note** the comments submitted by the occupiers of No. 30 Glebe Rise
- ii) To convey the car parking issues
- iii) To **OBJECT** on the grounds of overdevelopment.

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

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

Proposal: Variation of condition 10 (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 open 4 blocked windows, replace proposed velux windows with conservation roof lights, amend location of south facing roof light and remove external stone steps to Unit 1

Amendment details: Plans updated to include replacement of velux windows with conservation roof lights and reopening blocked window. Description updated accordingly.

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

It was **Noted** that this was a retrospective application to re-open certain blocked up openings.

Recommendation B.2: To offer NO OBJECTIONS.

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

B.3 Correspondence and revisions relating to Application No: S/2018/1407/FUL: The Application had been WITHDRAWN.

Noted.

72.18/19 FINANCE GOVERNANCE & POLICY COMMITTEE:

A. Chairman's Report: Nil Report.

B. To consider Recommendations from the Meeting held on 17th July 2018: (Draft Minutes previously distributed)

Recommendation B.1: To grant the sum of £500 to the Citizens Advice North Oxon and South Northants Bureau:
(Written Request dated 23rd May 2018 previously distributed)

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bailey to Adopt Recommendation B.1.
(*Cheque No. 104784 was raised*)

Recommendation B.2: To Approve Standing Orders 2018 customised for King's Sutton Parish Council: (previously distributed)

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

Recommendation B.3: Website: To Accept Mr David Bridson's services for 12 months commencing 1st July 2018 to host, maintain and add content to the Parish Council website at a basic cost of £1,400:
(Chairman's Briefing Note circulated at the Meeting)

It was **Noted** that:

- i) The contract was time limited to allow for others to be trained up, and accorded with Mr Bridson's understanding that the Parish Council might not require his services indefinitely
- ii) There was no budget provision for these costs.

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

73.18/19 FLOOD ALLEVIATION:**A. Wales Street Flood Resilience Scheme: Update:** Cllr Forde reported.

- i) Discussions were continuing between the various parties
- ii) The Parish Council had no involvement.

B. Pathfinder II: Community Catchment Walk with Civil Engineer: To consider arrangements for promoting this event in August or September:
(Information previously distributed)

The Pathfinder II Team was planning a follow up walk of the surface catchment area to that undertaken previously by David Smith Associates when the main drainage and flood related assets within King's Sutton had been inspected.

The follow up walk will focus on a few specific areas of interest where further investigation, maintenance or improvement works could be beneficial to either reduce flood risk or improve understanding of existing assets.

The final DSA report will be available on October 2018. It will incorporate local knowledge gained from the group follow up walk.

Agreed:

- i) To suggest a date in September
- ii) To advertise the group walk to the wider community via the website.

Action: Cllr Forde (contact the Resilience Project Officer, Pathfinder II)

C. Barwood Homes FAS: Update: None.**D. Tripartite Agreement: Update:**

SNC concurred with the Parish Council's opinion that the developer had installed an alternative flood alleviation scheme in replacement of the original FAS and as such the rights granted to SNC and the Parish Council cannot now be exercised. SNC would try to secure agreement from the developer to wind up the Tripartite Agreement.

No further Action.

74.18/19 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:**A. Councillors For..:****A.1 Amenities:****14.1.1.1 Repairs to Noticeboard at PO: To Note the revised cost of £50.00:**

Cheque No. 104767 in the sum of £35.00 (Min. No. 51.18/19) previously raised.
Cheque No. 104777 in the sum of £15.00 **Approved.** (Minute No. 66.18/19)

Noted.

A.2 Cemetery:**A.2.1 Repairs to low wall at lych gate: To Approve the cost of £50.00:**

Cllr Creed reported that the repairs had been completed.

RESOLVED: It was proposed by Cllr Creed and seconded by Cllr Bailey to Approve the cost of £50.00 for repairs to the low wall.

A.2.2 Land to extend the Cemetery: Agreement with Bower & Bailey Solicitors: To decide whether to proceed with or without either a Conditional Contract or an Option to acquire the property:

Agreed: That this needed to be addressed but was not urgent until further progress had been made with planning issues.

Action: Cllrs Forde and Irving

A.2.3 Report on concerns re. subsidence of plots in middle section: Cllr Creed reported. Some headstones were tilting.

Noted.

Action: the Clerk (discuss with the gravedigger)

A.4 Report on grave refurbishment: Cllr Creed reported.

The owner of the burial rights had agreed to modify as requested the extent of the refurbishment and to reinstate the grass.

Noted.

A.3 Communications: No Report.

A.4 Lighting: No Report.

A.5 The Rec:

A.5.1 Litter Bin provision: To consider adequacy of provision:

Agreed: To monitor the need for a bin near the bench in memory of Barbara Monks.

A.5.2 Use of The Rec for children's activities:

Agreed: To permit the Youth Activator, Leisure Services, SNC to provide activities on The Rec during w/c 6th August 2018.

A.6 Traffic Calming and Highways:

A.6.1 VAS Adaptations: To consider the information provided on the cost of the installation of a post at Mill Lane: Cllr Sykes reported.

Northamptonshire Highways had quoted a total cost: £948.79 + vat and had advised of complications in respect of the siting of the post.

There were three ways forward:

i) Trial holes could be dug prior to ordering the post

ii) Dig trial holes and place the order at the same time: In theory this would be more cost effective. In practice it would also be at the risk of aborting the installation. The majority of the costs would have already been incurred and would not be recoverable.

iii) 'Cat and Genny' the area at a time to fit in with the current highway works programme.

Agreed: That the information on costs and timescales was lacking.

The ultimate option would be for the project to be dropped.

RESOLVED: It was proposed by Cllr Sykes and seconded by Cllr Bailey to seek further information on the 3 approaches and on the costs.

A.7 Street Areas:**A.7.1 Wales Street: Ivy growth at the Old Bakehouse:**

Cllr Burrell reported that the ivy on the bend toward the Railway Station was causing problems.

Agreed: To ask the occupier to cut back the ivy.

Action: Mr Hall.

B. Wardens:**B.1 Rights of Way: Nil Report.****B.2 Trees:** Cllr Bailey reported.

B.2.1 To consider works to trees at land at Blenheim Rise: The Arboricultural Contractor considered the trees to be safe and growing naturally, with no works required at present. The cherry tree would be re-assessed at the next survey.

Noted. No Further Action.

B.2.2 Lime Trees at The Rec: Cllr Dowling reported.

There was growth of small branches at the lower levels.

Action: Cllr Bailey to follow up.

B.3 War Memorial: Nil Report.**C. Representatives:****C.1 King's Sutton Playing Fields Association: Nil Report.****C.2 King's Sutton Millennium Memorial Hall:**

Date of next Trustees' Meeting: 20th August 2018.

C.3 Poor's Allotment Trust: Nil Report.

75.18/19 NORTHANTS CALC: INVITATION TO AGM ON 6TH OCTOBER 2018: TO CONSIDER THE APPOINTMENT OF DELEGATES, ONE VOTING, AND MOTIONS FOR DEBATE: (Information previously distributed)

Noted.

76.18/19 TO RECEIVE ITEMS FOR THE NEXT MEETING (THURSDAY 6TH SEPTEMBER 2018):

i) Bog Spring Refurbishment

The Meeting ended at 9 p.m.