

KING'S SUTTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD
AT 7.30 P.M. ON THURSDAY 6TH SEPTEMBER 2018
IN THE OMAN ROOM,
CHURCHYARD, KING'S SUTTON PARISH CHURCH**

PRESENT: Cllrs R Burrell (Chairman), J Creed, W Dowling, T Forde, R Irving,
S Read-Maskell, R Sykes, D Wood

ABSENT: Cllr M Bailey, R Burne

IN ATTENDANCE: Mrs A Le Druillenec (Clerk)

Chairman's Announcement:

The Openness of Local Government Bodies Regulations 2014:

The Chairman explained that this Meeting was not a public meeting. Members of the Public have the opportunity to speak to items listed on the Agenda at Item 3: Public Participation. Three minutes are set aside for each person wishing to speak to an item, the total time allocation for Item 3 is 10 minutes.

WELCOME TO CLLRS READ-MASKELL AND WOOD: The Chairman welcomed Cllr Susanne Read-Maskell and Cllr David Wood to their first Meeting of the Parish Council.

77.18/19 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:

Apologies had been received from Cllrs Bailey and Burne.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Sykes to Approve the Reason for Absence submitted by Cllr Burne.
Agreed: To Note the Apology from Cllr Bailey.

78.18/19 TO INVITE DECLARATIONS OF INTEREST:

A. Disclosable Pecuniary Interests:

None.

B. Other/Personal/Non-Statutory Interests:

None.

C. To receive Requests for Dispensations:

None.

79.18/19 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.

6 members of the public wished to speak.

1. Item 14: Community Bus Service: It was taking a long time to find a replacement bus service. Would the Parish Council consider extending the Thursday Bus up to December or even into the New Year?

2. Item 14: Community Bus Service: From the survey into support for a mini bus service to the Brackley Health Centre, the times and dates of when people have appointments at the Doctors' was known.

Sponsorship raised so far was £800.

More than 100 people had shared their concerns and showed that this service was very much needed in order to enable the elderly to lead independent lives and to combat loneliness.

3. Item 14: Community Bus Service: The footbridge at King's Sutton Railway Station was difficult for some people to use. Information on the alternative taxi service needed to be publicised to make people aware of this option.

4. Item 11.2.3: Application No. S/2018/1911/FUL: The speaker thanked the Parish Council for not objecting to the previous application. The Applicant had taken the Parish Council's comments on board and lowered the ridge height of the proposed dwelling which now sits below the hedge-line tucked into the left hand corner of the field. The views up to the church would be unaffected. There was much support for the proposal as it was believed that the field would be enhanced by it and better maintained.

5. Item 11.2.3: Application No. S/2018/1911/FUL: The speaker was uneasy about how the proposal sat with the Conservation Area Appraisal, particularly in terms of the important unobstructed view of the south side of Wales Street. The main concern was that the proposal represented a creeping erosion of the open space and of the Conservation Area of which Wales Street was a key factor. King's Sutton had sufficient new properties.

6. Item 11.2.3: Application No. S/2018/1911/FUL: It was nonsense to think that the Donkey Field would be looked after any better once the dwelling had been built. The speaker was suspicious of the accuracy of the drawing. The proposal represented creeping development in the Donkey Field.

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

80.18/19 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD 2ND AUGUST 2018:

(previously distributed)

RESOLVED: It was proposed by Cllr Dowling and seconded by Cllr Creed to Approve the Minutes of the Parish Council Meeting held 2nd August 2018.

81.18/19 TO NOTE REPORTS FROM:

A. the Clerk: (previously distributed)

1. Matters Arising:

Minute No. 65.18/19: Health Clinic, KSMMH: A request for a response to the Parish Council's letter of 17th July 2018 was submitted to NHS England on 21st August 2018.

Future Northants: The ORS Report on Local Government Reform Consultation August 2018 is published online at www.future.northants.co.uk Also published online is the proposal to the Secretary of State which SNC considered on 30th August 2018. Cllr Ian McCord, Leader SNC subsequently emailed parish councils to update them on SNC's submission to the government.

King's Sutton in Bloom 2018: Results:

1st: 5 Banbury Lane; 2nd: 2 Newlands; 3rd: 83 Dairy Ground.

Minute No. 66.18/19C: Outstanding invoice KST: Paid in full.

Minute No. 67.18/19

B: Community Bus Service: A call for volunteers was published on the noticeboards and on the website on 10th August 2018. Two people came forward to volunteer. The Notice will also be published in the September 2018 issue of the King's Sutton Times.

Letter from residents re. fundraising to support a service is attached.

C: 5 Parishes' Meeting: 4th September 2018 in KSMMH.

Minute No. 69.17/18: Casual Vacancies: Cllr Wood signed his Declaration of Acceptance of Office on 10th August 2018. Cllr Read-Maskell signed her Declaration of Acceptance of Office on 14th August 2018. Cllrs Woods and Read-Maskell have both completed Register of Interests forms.

Minute No. 72.18/19:

B.1: Grant to CAB: Thank you card received 10th August 2018.

B.3: Website Contract: Mr Bridson accepted the terms of the 12 month's contract on 9th August 2018.

Minute No. 73.18/19B: Pathfinder II: Community Catchment Walk: 17th September 2018. Notice to be published in the September 2018 issue of the KS Times and on the website.

Minute 74.18/19:

A.2. Cemetery:

A.2.3: Subsidence: The gravedigger and grasscutter both considered that this was due to the natural settlement of the graves.

A.2.4: Grave Refurbishment: The owner of the ERB has remedied the situation.

A.5. The Rec:

A.5.1: Leisure Services, SNC provided activities for 15 children on The Rec for 2 hours on 7th August 2018.

The Youth Activator, SNC had subsequently asked permission to hold weekly one hour after school sessions for 8-12 year olds on the Rec.

Agreed: To grant the request.

A.6: Traffic Calming and Highways:

A.6.1: VAS Adaptations: Additional information on costs and timescales was requested on 16th August 2018 and on 4th September 2018.

A.7: Street Areas:

A.7.1: Ivy at Wales Street: Mr Hall has followed this up. The occupier had arranged for the ivy to be cut back on 24th or 25th September 2018.

Other:

1. Fly tipping: During the second half of August there were 3 instances of fly tipped tyres - 2 in Middleton Cheney and 1 at Walton Grounds (50 tyres). The Environmental Enforcement Officer, CDC/SNC would be pleased to be advised of any information about these offences.

B. the Chairman: Nil report.

C. District Councillor: Cllr Hopkins reported.

C.1 Local Government Reform:

i) Statement on the Extra Ordinary Meeting of SNC held 30th August 2018: SNC had voted in favour of the proposed Local Government Reform submission for the creation of two Unitary Authorities. SNC had effectively voted to abolish itself.

ii) Next Phase: To find out whether the Secretary of State accepted the Submission. If so, in 2020, all 8 councils in Northamptonshire would cease to exist. It was feared that local matters represented by SNC would be lost.

iii) OCR Survey: The response was weighted in favour of unitaries, although there was a level of support from parish and town councils for the creation of 3, rather than 2 new authorities.

iv) Reorganisation: Services would need to be divided between the 2 new authorities. Cllr Hopkins urged people to vote-in the new Councils. He hoped that the transition would go well.

C.2 New Homes Bonus: 30% of the Funds held by SNC is currently shared out amongst parishes. This will continue in the current financial year. In 2019-2020 the NHB funds will be put into a General Fund across the District. Parish Councils will be advised of the changes.

Observations were put by Councillors:

i) Cllr Irving: There was no broad measure of support for the proposal (2 unitaries). 98% of Parish Councils were opposed. It was a mixed picture. There was broad support for unitaries.

ii) Cllr Forde: How will housing land allocation benefits be secured? SNC had a 10 year land supply. Northampton Borough and Daventry District Councils each had 5 year land supplies. Was there a danger that NBC would devour land and encroach on the northern boundaries of South Northants district?

Cllr Hopkins noted the concern and hoped that every effort would be made to maintain local character.

D. County Councillor: No Report.

82.18/19 FINANCE SCHEDULE: (previously distributed)

HSBC Bank Accounts	Bank Statement to 31.07.18	Cash Book to 31.08.18
Business Money Market	£49,589.21	£43,625.07
Community Account	£1.00	£1.00
Money Market Account	£163,713.97	£163,944.51

A. To Ratify and Approve the Payments:

To Ratify					
Cheque	Payee	Description	Amt (incl VAT)	VAT	
104785	BridsonKnealeAssoc Ltd	Inv. T0364 Website July 2018	£144.00	£24.00	
DD	BT plc	Broadband Services bill Q045 6&	£143.40	£23.90	
To Approve					
Cheque	Payee	Description	Amt (incl VAT)	VAT	
104786	Cheney Coaches Ltd	Inv. 25347 ThursBus09&23 August 18	£190.00		
104787	KSM MH	Office rent, Room Hire August 18	£100.00		
104788	KSM MH	Room Hire, Youth Club, July 18	£94.50		
104789	KSPCC	Hire of Oman Room 06.09.18	£16.00		
104790	M Dempsey	Inv. 1283 Grasscutting	£1,100.00		
104791	Aylesbury Mains Ltd	Inv.18421 18 Lp No9 Astrop Road	£63.60	£10.60	
104792	MarcusYoungLandscapesLtd	Inv.2768 Dog Waste&Litter Services	£603.00	£100.50	
104793	Malcolm (Stonewall) Skuce	Inv. 9.8.2018 Cemetery low walls	£50.00		
104794	SNC Commercial Refuse	Inv. 4010041	£442.00		
104795	BridsonKnealeAssoc Ltd	Inv. T0368Website August 2018	£144.00	£24.00	
104796	CPRE	Membership 2018-19	£36.00		
104797	R Burrell	Inserts Church News	£55.00	£9.17	
104798	A Le Druillenec	Salary Month 6	£544.26		
DD	HMRC	Tax & NI Month 6	£139.21		
DD	NEST	Pension Month 6	£709.26		
Total			£4,286.83	£144.27	

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

A.1. Additional Payments:

- i) Banbury Litho Ltd: Inv. 24798 £720.00
- ii) PKF Littlejohn LLP: Inv. DB201801090 £480.00

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Creed to Approve the Additional Payments.
(Cheques Nos. 104799 and 104802 were raised.)

B. To Approve a donation in the sum of £30 for the poppy wreath:

RESOLVED IN PRINCIPLE: It was proposed by Cllr Dowling and seconded by Cllr Read-Maskell to increase the donation for 2018.

C. To Approve payment of £56.00 to include the churchyard in the Public Liability insurance cover:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Creed to Approve the Public Liability premium of £56.00.
(Cheque No. 104801 was raised.)

D. To Note Receipts:

Receipts	Type	Payer	Description	Amt
09.08.17	Cheque	J & M Humphris Ltd	Memorial Plot 187; ERB 344	£74.00
17.08.18	Cash	F Mitchell	ThursdayBus 28Jun;12&26Jul;09Aug	£127.00
31.08.18	Cheque	J & M Humphris Ltd	Burial Fees ERB356; Plot 215	£234.00
			Total	£435.00

Noted.

83.18/19 CASUAL VACANCIES: UPDATE:

There were 5 Casual Vacancies on the Parish Council.
A flyer had been inserted in the most recent edition of the Church News, printed in the September 2018 issue of the King's Sutton Times, and mentioned in the Banbury Guardian.

84.18/19 COMMUNICATIONS:

A. To consider the appointment of a Cllr for Communications:
(Remit previously distributed)

It was **Noted** that Mr David Bridson was still involved in the website in a professional contractual role.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Read-Maskell to Support the nomination of Cllr Wood to explore the basis of the role with the Website Contractor and to report back to the Parish Council.

B. To consider the need for corporate email addresses:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Read-Maskell to leave matters alone and to retain corporate email addresses for members of the Council to use for Parish Council business.

85.18/19 TO APPOINT A REPRESENTATIVE TO THE KING'S SUTTON PLAYING FIELDS ASSOCIATION:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Dowling to nominate Cllr Read-Maskell to explore the role of Parish Council Representative on the King's Sutton Playing Fields Association.

86.18/19 TRAINING: TO CONSIDER REQUESTS:

None.

The following courses were **Noted**:

- i) Northants CALC: (information previously distributed; www.northantscalc.co.uk)
'Off to a Flying Start': An introductory course recommended for new Members.
- ii) Northants ACRE:
'Bringing the Rural to the Town': 26th September 2018, 10 a.m. - 4 p.m.
'Good Neighbourhood Scheme' event: 1st October 2018, 10.15 a.m. - 3.45 p.m.
Playground Inspection Training: 4th October 2018, 10.15 a.m. - 3.45 p.m.

87.18.19 PLANNING COMMITTEE:

A. Chairman's Report: Nil Report.

B. To consider Recommendations from the Meeting held at 7.00 p.m. on 6th September 2018:

B.1 Application No. S/2018/1684/MAF

Proposal: New fishing lake

Location: Nellbridge Farm, Aynho Road, King's Sutton OX17 3NY

Recommendation B.1: To NOTE the application.

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

B.2 Application No. S/2018/1732/FUL

Proposal: Single storey side and rear extension

Location: 20A Richmond Street, King's Sutton OX17 3RS

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 Application No: S/2018/1911/FUL

Proposal: Bungalow with associated new access, parking and turning

Location: The Donkey Field, Wales Street, King's Sutton

Note: Consideration of this item by the Planning Committee was chaired by Cllr Irving.

The Planning Committee had **Noted** the issues relating to the Conservation Area. The view of the Planning Committee was that due account had been taken of the Parish Council's comments in respect of the height of the proposed dwelling. The changes that had been previously requested had been dealt with.

Recommendation B.3: To offer NO OBJECTION.

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

B.4 Application No. S/2018/1940/LBC

Proposal: Reinstatement of two windows, one ground floor and one first floor
Location: Home Farm House, 1 Richmond Street, King's Sutton OX17 3RS

Recommendation B.4: To make NO COMMENT.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Sykes to Adopt Recommendation B.4.

C. Oxfordshire County Council Minerals and Waste Local Plan: Part 2 - Site Allocations: (information previously distributed)

None of the sites in North Oxfordshire were closer than Baynards Green.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Creed to NOTE the Plan.

88.18/19 2018/2019 WINTER MAINTENANCE PROGRAMME: GRIT BIN AT WALES STREET:

A. To consider whether to enter into a transfer of ownership agreement with Northamptonshire Highways: (Minute No. 65.18/19 refers)

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Creed not to enter into a transfer of ownership agreement.

B. To note the approx. cost in the sum of £46.00 to fill a 300kg grit bin with a mixture of rock salt and sand:

Noted.

89.18/19 ACQUISITION OF LAND TO EXTEND THE CEMETERY:

A. To Approve a budget estimate for a whole site survey for the purposes of the planning application:

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Irving to Accept Quotation No. QP705/2130 from jpp dated 5th September 2018 in the sum of £420.00 + vat to carry out a topographical survey.

B. To Approve a budget estimate for an archaeological field evaluation of the land to be acquired to extend the Cemetery:

Agreed: To defer this to the next Ordinary Meeting of the Parish Council to be held on 4th October 2018.

B.1 Cemetery Development Services had submitted the Tier 1 Report to the Environment Agency who had advised that further investigation into the underground water table was required. The total cost was circa £6,000. Such investigations had implications, such as loss of crops, for the landowner.

Agreed: To report to the next Ordinary Meeting of the Parish Council to be held on 4th October 2018.

Action: Cllrs Forde and Creed.

90.18/19 COMMUNITY BUS SERVICE: UPDATE:

Cllr Irving reported on the Meeting of Steering Group, 4th September 2018: Aynho and King's Sutton were represented at the Meeting. Charlton, Croughton and Evenley Parish Councils were not represented.

Those present discussed the possibility of providing a community bus service based on the Middle Barton model but concluded that this was not a viable option at this stage. 3 people from King's Sutton had responded to the call for volunteers but there had been no interest from other villages.

The Meeting **agreed** to investigate 2 routes:

- i) King's Sutton Thursday Bus: To extend the bus to include a pick up and drop off stage in Aynho. Aynho Parish Council to cover the additional cost of the Aynho stages.
- ii) Aynho Friday Christmas Shopper: To organise a bus from Aynho to King's Sutton to Banbury and back on alternate weeks to the Thursday Bus to run until 31st December 2018.

The cost to be shared equally between King's Sutton and Aynho Parish Councils.

A budget would be needed.

If successful the services could be extended into 2019.

Brackley Destination: The Meeting did not consider this to be an option and the majority of passenger movements were into Banbury. Evenley Parish Council had advised that they had arranged a taxi service to Brackley at pre-arranged timings. The return fare was £3.00.

A. Matters raised at Public Participation:

- i) Extending the Thursday Bus Service beyond the end of the year: Far more usage was needed but there was some optimism.
- ii) Service to Brackley: Research into dates and times when people wanted to go to Brackley, as well as offers of assistance from volunteers, was needed. There was no hope of a bus service to Brackley and so other ways of getting people there would need to be investigated.
- iii) Taxi Service, King's Sutton Railway Station: Cllr Forde explained that the barrow crossing over the track had been closed due to the increased speed of trains and risk of accidents. It had been replaced with the footbridge at a cost of £720K. A lift had not been installed due to cost (£1M). Network Rail and Chiltern Railways used to offer a taxi service for mobility impaired passengers, including the elderly with suitcases.

Agreed: To find out who deals with the taxi service now and how it might be reinstated.

Action: Cllr Forde

91.18/19 PATHFINDER II PROJECT:

A. To note the Group Walkabout of the Surface Water Catchment Area on 17th September 2018:

Cllr Forde would represent the Parish Council on the walk which would be led by David Smith Associates. 4 others had expressed an interest in joining the walk.

Noted.

B. To select one of the following dates on which to hold an evening open Meeting at which the Flood Risk and Mitigation findings are presented to the community:

Thursday 25th October 2018

Thursday 8th November 2018

Thursday 15th November 2018

Thursday 22nd November 2018

Thursday 29th November 2018:

Agreed: To select a date in November.

Action: Cllr Forde to confirm his availability.

92.18/19 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:

A. Councillors For..:

A.1 Amenities: Nil Report.

A.2 Cemetery: Nil Report.

A.3 Communications: Nil Report.

A.4 Lighting: Nil Report.

A.5 The Rec: Nil Report.

A.6 Traffic Calming and Highways: Nil Report.

A.6.1 VAS Adaptations: No Information.

A.7 Street Areas:

A.7.1: Banbury Lane: The owners of hedges at 3 addresses had been approached and asked to cut them back from the footpath.

Agreed: To report the encroaching verge to the front of No. 60 Banbury Lane to Street Doctor.

A.7.2: Blenheim Rise/Hampton Drive verge: Large camper van and boat are stationed on the grass verge and impair highway vision. A vehicle parked on the footpath is a hindrance to pedestrians getting past.

Agreed: To take up these matters with the Police.

Action: Cllr Creed to provide the Clerk with the relevant information.

B. Wardens:

B.1 Rights of Way: Nil Report.

B.2 Trees:

B.2.1: Limes on The Rec along the edge with the Knob: The Contractor had been asked to inspect the trees and to quote for any works required.

B.3 War Memorial:

B.3.1 To Approve in Principle the cost of repairs to the wooden stakes:

Actual cost: £11.34 incl. vat.

RESOLVED: It was proposed by Cllr Dowling and seconded by Cllr Wood to Approve the cost of the repairs.

B.3.2 To Note arrangements for Remembrance Day, Sunday 11th November 2018:

Mr Waite had advised of the arrangements.

Meet at 10.50 a.m. at the War Memorial for wreath laying and reading of names. This will be followed by a short service in church.

Agreed: That the Chairman, or if not available, the Vice Chairman, will lay the poppy wreath on behalf of the Parish Council.

Agreed: That the decision as to the Parish Council donation towards the Royal British Legion Poppy Appeal be delegated to the Chairman and the Clerk.

C. Representatives:

C.1 King's Sutton Playing Fields Association:

C.1.1 Annual Fireworks Display: 4th November 2018: To Note arrangements:

The Secretary of the KSPFA had advised that a road closure between Astrop Road and Newbottle would be in force between 5 p.m. and 7 p.m. on 4th November 2018. The owner of the horses in the neighbouring field and the occupiers of nearby dwellings had been advised of the event.

Noted.

Agreed: To ask where the road closure started along Astrop Road.

Action: the Clerk

C.2 King's Sutton Millennium Memorial Hall:

Date of Next Meeting: November 2018.

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

93.18/19 THE BOG SPRING:

A. To Note that The Bog Spring is not in the ownership of the Parish Council:

The Bog Spring is included in the Deeds of Brookfield House.

Noted.

B. To consider a request for the Bog Spring to be refurbished:

The Bog Spring was last refurbished in 1968. There was a lack of clarity as to the present state of the Bog Spring and whether there were any safety issues.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Forde to write to the landowner to ask whether he had any plans for refurbishment that he would be willing to draw to the attention of the Parish Council.

Agreed: To discuss this matter at the next Meeting of the Finance Governance and Policy Committee to be held on 18th September 2018.

94.18/19 **NORTHANTS CALC: INVITATION TO AGM ON 6TH OCTOBER 2018: TO CONSIDER THE APPOINTMENT OF DELEGATES, ONE VOTING, AND MOTIONS FOR DEBATE:** (Invitation previously distributed)

Noted.

95.18/19 **TO RECEIVE ITEMS FOR THE MEETING OF THE FINANCE GOVERNANCE & POLICY COMMITTEE (TUESDAY 18TH SEPTEMBER 2018):**

i) LIT's for Kids (King's Sutton Primary Academy): To consider whether to recommend a grant towards this project.

96.18/19 **TO RECEIVE ITEMS FOR THE NEXT MEETING (THURSDAY 4TH OCTOBER 2018):**

i) Parking at The Willows.

The Meeting ended at 9.18 p.m.