

**KING'S SUTTON PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD  
AT 7.30 P.M. ON THURSDAY 4<sup>TH</sup> OCTOBER 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, D Wood

**ABSENT:** Cllrs M Bailey, R Burne, R Sykes

**IN ATTENDANCE:** Mrs A Le Druillenec (Clerk)

**Chairman's Announcement:**

**The Openness of Local Government Bodies Regulations 2014:**

**97.18/19 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 Cllrs Bailey and Burne.

**98.18/19 TO INVITE DECLARATIONS OF INTEREST:**

**A. Disclosable Pecuniary Interests:**

None.

**B. Other/Personal/Non-Statutory Interests:**

Councillor	Agenda Item	Reason
D Wood	No. 11.2.1: LIT'S for the KIDS	Member of Governing Body of the King's Sutton Primary Academy

Noted.

**C. To receive Requests for Dispensations:**

None.

**99.18/19 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:**

4 members of the public wished to speak.

1. Item 11.1.1: Community Bus Service Update: The resident enquired about the progress that had been made with regard to King's Sutton and Aynho and wished to convey her thanks to Cllr Irving for all that he had done.
2. Item 11.1.1: Community Bus Service: A Coffee morning had been arranged in October at which a Speaker will offer advice based on her experience on volunteering. Plans to set up a Management Steering Group would be explained.
3. Item 14.1.2.1 Cemetery Seats: The resident had offered to restore two seats at his own expense. He had relevant Health and Safety qualifications.
4. Item 10.3: South Northamptonshire Settlements and Countryside Local Plan (Part 2): The resident noted that SNC had accepted his view that the gardens of The Bell House and the next door property should be included within the village boundaries (village confines).

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

**100.18/19 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD 6<sup>TH</sup> SEPTEMBER 2018:**  
(previously distributed)

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Read-Maskell to Approve the Minutes of the Parish Council Meeting held 6<sup>th</sup> September 2018.

**101.18/19 TO NOTE REPORTS FROM:**

**A. the Clerk:** (previously distributed)

**1. Matters Arising:**

Minute No. 81.18/19A: Local Government Reform in Northamptonshire:

i) Update of 7<sup>th</sup> September 2018 from Danny Moody, Chief Executive, Northants CALC: The bid to create two unitary councils in Northamptonshire was submitted to the Secretary of State on 31<sup>st</sup> August 2018.

In the interim the Northamptonshire County Council (NCC) Improvement Board will work with NCC to help place its finances and its services in the best possible position ahead of the expected transition to unitary local government.

ii) SNC Clerk's Forum: Meeting on 2<sup>nd</sup> October 2018: Attended by the Clerk.

Main Topic: Local Government Reform: Speakers included the Chief Executive, SNC, the Leader, SNC, and the Chief Executive, Northants CALC.

A Programme Roadmap has been drafted for the transition period from September 2018 to April 2020, a month before elections are held to the new authorities. The programme will be managed by Officers (North Programme Board and South Programme Board) and Chief Executives of the 8 Councils (Overarching Programme Board).

Monthly updates will be provided to Parish Councils.

Other Topics:

i) Local Elections:

There will be no elections to SNC next year. SNC will consult Parish Councils on whether they wish to hold elections in May 2019 or defer them to May 2020 to bring them into line with elections to the new authorities. The cost element would be a significant consideration for Parish/Town Councils.

ii) New Homes Bonus:

SNC will be introducing relaxed rules which will not tie in grants with growth. This should allow more opportunity for NHB funds to be spent in South Northants. Parishes will be consulted.

iii) Local Plan:

The Consultation is on the soundness of the plan. Submission date December 2018. Hearing May 2019. Adoption: September 2019.

Land supply: SNC intends to lobby the Government on land supply and other issues.

**Noted.**

Minute No. 83.18/19: Casual Vacancies: Two enquiries- arising from the website and from the insert in the Church News.

Minute No. 84.18/19: Communications:

Cllr Wood has contacted the Contractor of the website and the Editor of the KS Times.

The Contractor was informed on 14<sup>th</sup> September 2018 that the PC wished to retain corporate email addresses.

Minute No. 85.18/19: Parish Council representative on the KSPFA:

Cllr Read-Maskell attended her first Meeting on 19<sup>th</sup> September 2018.

Minute No. 88.18/19: Grit Bin:

Northants Highways was notified of the Parish Council's decision not to enter into an agreement re. transfer of ownership of the Grit Bin at Wales Street.

The bin will be removed during the Severe Weather Team's annual inspection.

Minute No. 89.18/19: Acquisition of Land to extend the Cemetery:

The quotation for the Topographical Survey was accepted on 27<sup>th</sup> September 2018.

Minute No. 90.18/19: Taxi Service at King's Sutton Railway Station:

Chiltern Railways has an Assisted Travel Service 'PAssist'. A telephone booking system operates.

Minute No. 91.18/19: Pathfinder II Open Meeting: Arranged for 22<sup>nd</sup> November 2018.

Minute No. 92.18/19:

A.7 Hedges at Banbury Lane: These have been cut back.

B.2 Tree Survey: The contractor surveyed all Parish Council trees at the end of September 2018.

Other:

1. SNAST: AGM 9<sup>th</sup> October 2018

2. Road Closure: The Knob: 17<sup>th</sup> - 30<sup>th</sup> September 2018 to lay a new water main.

3. Priority sign facing in wrong direction at stream by CVS: Reported to Street Doctor 955368 and turned to correct position the following day.

4. Scarecrow Festival: 30<sup>th</sup> September 2018. Thank you to Mr Derek Wolton for unlocking the posts. Additional empty of the litter bins on The Rec: 2<sup>nd</sup> October 2018.

**Noted.**

**B. Chairman: Nil Report.**

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

**D. County Councillor: No Report.**

**102.18/19 FINANCE SCHEDULE:** (previously distributed)

HSBC Bank Accounts	Bank Statement to 31.08.18	Cash Book to 28.09.18
Business Money Market	£44,092.80	£70,277.24
Community Account	£1.00	£1.00
Money Market Account	£163,944.51	£163,944.51

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

**To Ratify**

Cheque	Payee	Description	Amt incl VAT	VAT
104799	Banbury Litho Ltd	Inv. 24798 KST Sept 2018	£720.00	
104802	PKF Littlejohn LLP	Inv. SB201801090 Audit 17/18	£480.00	£80.00

**To Approve**

Cheque	Payee	Description	Amt incl VAT	VAT
104803	Cheney Coaches Ltd	Inv. 25412 ThursBus Sept 18	£190.00	
104804	KSM MH	Office Rent, Room Hire Sept 18	£118.00	
104805	KSM MH	Room Hire, Youth Club Sept 18	£188.00	
104806	KSPCC	Hire Oman Room 04.10.18	£16.00	
104807	M Dempsey	Inv. 1287 Grasscutting	£460.00	
104808	Aylesbury Mains Ltd	Inv. 18468 Fault repairs	£133.20	£22.20
104809	MY Landscapes Ltd	Inv. 2780 Dog Waste Litter Service	£504.00	£84.00
104810	E.ON	Electricity 01 Jul - 30 Sept 18	£1,842.97	£307.16
104811	Bridson Kneale Ass Ltd	Inv. Website Sept 2018	£144.00	£24.00
104812	A Le Druillene	Salary Month 7	£361.86	
DD	HMRC	Tax & NI Month 7	£321.61	
DD	NEST	Pension Month 7	£709.26	
104813	A Le Druillene	War Memorial wooden pegs	£11.34	£1.89
104815	T Stewart Play Equipt	Inv. TS152 Q Inspection Sep 18	£254.40	£42.40
<b>Total</b>			<b>£5,254.64</b>	<b>439.25</b>

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

**B. Poppy Wreath: To endorse the recommendation of the Chairman and the Clerk to increase the donation to £50 for 2018:**

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Forde to increase the donation to £50.00 for 2018.

*(Cheque No. 104800 in the sum of £30.00 was raised.*

*Cheque No. 104814 in the sum of £20.00 had previously been raised.)*

**RESOLVED:** It was proposed by Cllr Dowling and seconded by Cllr Irving to order a WWI Centenary wreath.

**Action:** War Memorial Warden

**C. To Note Receipts:**

Receipts	Type	Payer	Description	Amt
11.09.18	Cheque	J & M Humphris Ltd	Memorial Plot 209; ERB 332	£74.00
11.09.18	Cash	F Mitchell	ThursdayBus 23Aug; 06Sep	£105.00
13.09.18	Cheque	J & M Humphris Ltd	Burial Fees ReopenPlot 377	£89.00
13.09.18	Cheque	A M Nice	Advert KS Times	£15.00
13.09.18	Cheque	Edd Frost & Daughters	Burial Fees ReopenPlot 237	£89.00
14.09.18	BACS	SNC	Precept 2nd half instalment	£32,235.00
20.09.18	Cheque	J & M Humphris Ltd	Burial Fees GAR53 Ashes	£61.00
<b>Total</b>				<b>£32,668.00</b>

**Noted.**

**103.18/19 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2017/2018:**

**A. To Note the Conclusion of Audit:**

The External Auditor had signed off Section 3 on 4<sup>th</sup> September 2018. The Announcing of the Conclusion of Audit together with the relevant sections of the AGAR were published on the Parish Council Noticeboards and on the Parish Council website on 20<sup>th</sup> September 2018.

**Noted.**

**B. To Accept the Report of the External Auditor:**

(AGAR Sections 1, 2 and 3; Bank Reconciliation to 31<sup>st</sup> March 2018 previously distributed) The Finance Governance & Policy Committee had considered the Report at its Meeting on 18<sup>th</sup> September 2018 at which it was agreed to follow the Recommendation of the External Auditor, to amend Boxes 4 (Payroll) and 7 (Balances carried forward) in the Accounting Statement prior comparatives when completing next year's AGAR. (Minute No. FGP: 46.18/19 refers)

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Read-Maskell to Accept the Report of the External Auditor.

**104.18/19 CASUAL VACANCIES: UPDATE:**

(Minute No. 101.18/19A. Clerk's Report refers: Two enquiries- arising from the website and from the insert in the Church News.)

There was no further information.

**Noted.**

**105.18/19 TRAINING: TO CONSIDER REQUESTS:**

Members were referred to Northants CALC website for details of courses.

**106.18/19 PLANNING COMMITTEE:****A. Chairman's Report:** Cllr Forde reported:

A.1 Felling of sycamore tree at 10 Orchard Way at boundary of property on Upper Astrop Road: It was **Noted** that the tree was adjacent to the Conservation Area but was not subject to a Tree Preservation Order but that Condition 5 of Planning Permission No. S/2013/1438/FUL was of relevance.

**RESOLVED:** It was proposed by Cllr Forde and seconded by Cllr Creed to revise the remit for the Tree Warden, to include a constant focus on the making of Tree Preservation Orders.

**B. To consider Recommendations from the Meeting held at 7.00 p.m. on 4<sup>th</sup> October 2018:**

B.1 Application No. S/2018/2163/TPO

Proposal: T1 - Copper Beech - reduce by 6m and shape canopy

Location: 11 Banbury Lane, King's Sutton OX17 3RU

In principle, the Committee saw no reason for reducing the tree by one third.

Recommendation B.1: To make NO OBJECTION.

**RESOLVED:** It was proposed by Cllr Forde and seconded by Cllr Irving to Adopt Recommendation B.1 and to express concern at the insufficiency of the online information provided.

B.2 Application No. S/2018/2175/FUL

Proposal: Two storey extension to north elevation and replacement of single storey extension (amendment to consent S/2016/0898/FUL)

Location: Low Farm House, Upper Astrop, Warkworth Road, King's Sutton OX17 3QN

Recommendation B.2: To offer NO OBJECTION.

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

B.3 Application No. S/2018/2199/FUL

Proposal: Change of use of land to residential. Removal of steel frame and roof of agricultural building whilst retaining concrete block walls and construction of tennis court within the footprint

Location: Astrop Hill Farmhouse, Warkworth Road, King's Sutton OX17 3DU

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 Appeal Reference: APP/Z2830/W/18/3202178

Site Address: Cherwell Valley Silos, Banbury Lane, King's Sutton OX17 3AS

Description of development: Removal of condition 9 (use) of S/2017/1787/MAF (Erection of building for Class 1 (business), B2 (General Industrial) and B8 (Storage and Distribution) purposes (Unit 7); car parking and servicing area)

Application Reference: S/2017/2612/MAF

Recommendation B.4: To SUPPORT objections made by residents in Cherwell District whose main concern was the volume of traffic, which underlined the need for traffic lights at the Twyford Lane/Oxford Road A4260 junction.

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

**C. South Northamptonshire Settlements and Countryside Local Plan (Part 2) Proposed Submission Local Plan (Regulation 19): Consultation 4<sup>th</sup> October - 16<sup>th</sup> November 2018: Briefing Sessions: 2-4 p.m. on 11<sup>th</sup> October 2018 and 5-7 p.m. on 16<sup>th</sup> October 2018: To confirm the Appointment of representatives at the Briefing Sessions:**

**Agreed:**

- i) To Appoint Cllrs Creed and Forde
- ii) To Appoint Cllr Irving in reserve
- ii) That the Planning Committee would bring recommendations on the Consultation to the Parish Council Meeting on 1<sup>st</sup> November 2018.

## **107.18/19 FINANCE GOVERNANCE & POLICY COMMITTEE:**

### **A. Chairman's Report:**

**A.1 Community Bus Service: Update:** Cllr Irving reported on the issues that had emerged since the previous Parish Council Meeting, including:

- i) Thursday Bus: (Recommendations B.2.3.1 and B.2.3.2 refer)
- ii) Friday Christmas Shopper: (Recommendation B.2.3.3 refers)

The cost to King's Sutton would be £80 in total. The distribution of fares collected on this service had yet to be agreed.

It was **Noted** that Aynho Parish Council was committed to the service to the end of 2018 but that this did not necessarily preclude the service from being taken forward beyond that date.

- iii) Assisted Travel Service 'PAssist': This telephone booking taxi service is operated by Chiltern Railways. It is available to passengers wanting to travel from King's Sutton Railway Station to Banbury Railway Station and for whom using the footbridge at King's Sutton Railway Station is difficult.

**Agreed:** That Chiltern Railways is asked to post information about 'PAssist' on the Noticeboard at King's Sutton Railway Station.

**Action:** Cllr Forde

- iv) Transport to Medical Centres: Patients were able to use 2 schemes:

1. Cherwell Volunteer Connect, operated by Citizens Advice: This service is available to passengers from King's Sutton but only to Oxfordshire Hospitals and Health Centres, not those in Northamptonshire. Charge: 45p per mile from driver's home and back plus any parking fees.
2. Brackley Area Volunteer Car Service run by snvb: For locations in Northamptonshire. Similar charges to CVC apply plus a Registration fee. There was uncertainty as to whether new patients were being accepted.
- v) Community Bus Service: A few volunteers have come forward from 3 parishes to assist with administrative tasks and driving. A lead person to set up and run a Charitable Company Limited by Guarantee is required before any progress can be made.
- vi) The sum of £870 had been pledged by local people in support of a service.

**Noted.**

The Clerk was thanked for her help.

**A.2 Baptist Church Mini Bus:** The 17 seater mini bus was for sale.

**Agreed:** To find out more information.

**Action:** Cllr Dowling.

**B. To consider Recommendations arising from the Meeting held on 18<sup>th</sup> September 2018:** (Draft Minutes previously distributed)

**Recommendation B.1: 'LIT's for the Kids': To grant the sum of £1,000 to the fundraising campaign:**

King's Sutton Primary Academy's fundraising target was £10,000.

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Read-Maskell to Adopt Recommendation B.1.

**Recommendation B.2: Bog Spring Refurbishment:**

**B.2.1 That the Parish Council should not initiate any work to repair or refurbish the Bog Spring**

**B.2.2 To consider in principle a financial a contribution on the basis of detailed costings and a proposal of itemised work submitted by the landowner:**

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Read-Maskell to Adopt Recommendations B.2.1 and B.2.2.

**Recommendation 3: Thursday Bus Service:**

**B.3.1 To book the Thursday Bus from 1<sup>st</sup> November 2018 for the next 6 months:**

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Forde to Adopt Recommendation B.3.1.

**B.3.2 To extend the Thursday Bus Service to include Aynho from 1<sup>st</sup> November 2018 - 31<sup>st</sup> December 2018 at a cost of £20 per time, the extra cost to be paid by Aynho Parish Council:**

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Creed to Adopt Recommendation B.3.2.



**B.3.3 To support the introduction by Aynho Parish Council of a fortnightly Friday Christmas Shopper Bus Service from 9<sup>th</sup> November to 21<sup>st</sup> December 2018 to run on non-Thursday Bus weeks from Aynho to Banbury via King's Sutton:**

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Wood to Adopt Recommendation B.3.3.

**Recommendation B.4: Review of Dog Waste and Litter Service:  
B.4.1 To resolve to continue with the Dog Waste and Litter Service:**

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Wood to Adopt Recommendation B.4.1.

**108.18/19 ACQUISITION OF LAND TO EXTEND THE CEMETERY:**

**A. To receive a progress Report:** Cllr Forde reported. Mr Simon Harris of Howkins and Harrison who is acting for the Parish Council in this matter is drafting a mechanism for gaining access to the land. A Topographical survey is required and a quote for this was accepted on 27<sup>th</sup> September 2018.

**Noted.**

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

A budget estimate has been asked for.

**Agreed:** To defer to the next Ordinary Meeting of the Parish Council to be held on 1<sup>st</sup> November 2018.

**C. To consider how to progress the investigation into the underground water table:**

The Environment Agency has advised that in order to achieve a representative result, more rainfall was needed before any bore holes were dug.

**Agreed:** To defer to the next Ordinary Meeting of the Parish Council to be held on 1<sup>st</sup> November 2018.

**109.18/19 PATHFINDER II PROJECT:**

**A. Group Walk of the surface Water Catchment Area of 17<sup>th</sup> September 2018: To receive a Report:** (Minute FGP: 56.18/19 refers) Cllr Forde reported that the Engineer leading the Group Walk had reservations about the crossover at the bottom of the field.

**B. Flood Risk and Mitigation Investigation Survey: 7.45 p.m. on Thursday 22<sup>nd</sup> November 2018: To Note arrangements:**

Venue: Main Hall of the KSMMH. Access from 7.30 p.m.

The Presentation is open to the whole community and will last 1 hour, 7.45 p.m. - 8.45 p.m. Minimal set up is required e.g. tables for maps, seating.

**Noted.**

**110.18/19 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:**

**A. Councillors For..:**

**A.1 Amenities:**

**A.1.1. To Note the quarterly report on the inspection of the Play**

**Equipment:** (September 2018 Report previously distributed)

3 bolts on one of the side plates on the stand on see-saw appeared to have been removed deliberately. These had been replaced.

A repair to a table support had been re-attached.

The Contractor advised that the picnic tables are extensively used and would benefit from strengthening.

**Noted.**

**A.2 Cemetery:**

**A.2.1 To Accept a voluntary offer to restore two wooden seats:**

(Raised under Public Participation, Minute No. 98.18/19)

The Parish Council was very appreciative of this offer and wished to Accept it.

**RESOLVED:** It was proposed by Cllr Forde and seconded by Cllr Creed to Accept the offer to restore two wooden seats and to meet the cost of the materials.

**A.3 Communications:**

Cllr Wood reported that he had contacted the Contractor for the Website and the Editor of the King's Sutton Times to discuss his remit and had suggested that the list of Tradesmen be updated.

**A.3.1 To request the deletion of the list of street area contacts from the website:**

The Parish Council had decided not to continue with the Street Area allocations in 2017 due to fall in the number of Councillors.

**Agreed:** Not to revive the allocations and to delete the list of contacts from the website.

**A.4 Lighting: Nil Report.**

**A.5 The Rec:**

**A.5.1 Northants Sport: To consider a request to hold taster activity sessions for children and adults on The Rec on Wednesday 24<sup>th</sup> October 2018:**

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Creed to give Northants Sport permission for the 'Come and Try Day' event to take place on The Rec.

**A.6 Traffic Calming and Highways:**

**A.6.1 VAS Post at Mill Lane:** The Principal Transport Planner (S106), NCC had advised of the procedure for placing the order for the VAS modifications. The situation re. how any potential abortive costs would be met was not clear.

In the opinion of the Parish Council abortive costs were exploratory costs, integral to the investigation and on that basis it was expected that they would be met from Section 106 funds.

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Forde to clarify the rationale with the Officer.

**Action:** the Clerk

**A.6.2 Double Yellow Lines, The Square and along Astrop Road:**

The Parish Council reflected on various previous discussions:

- i) Traffic Regulation Order which had shortened the DYL along Astrop Road
- ii) The intention of the Landlady of the White Horse to extend DYL in front of the kitchen of the PH.

**Agreed:** To place this on the Agenda of the next Ordinary Meeting of the Parish Council to be held on 1<sup>st</sup> November 2018.

**A.6.3 20 mph Speed Limit, Richmond Street and The Knob:**

The Community Liaison Officer, Northants Highways had advised that the proposal had been advertised, there had been no objections, and that signs are expected to be installed within the next 6 weeks.

**Noted.**

**A.6.4 Complaint re. Temporary Four Way Traffic Lights, Astrop Road:**

Anglian Water had laid a main along The Knob and the road had been closed from 17<sup>th</sup> -30<sup>th</sup> September 2018. (TRO (18/19) 960 refers) The NRSWA Inspector overseeing utility works was satisfied that it would not be possible to reduce the set of lights at this stage, for reasons of highway safety.

**A.7 Street Areas:**

**A.7.1 Parking at The Willows:** Cllr Burrell reported.

The Willows was congested with parked cars yet several of the garages in the garage block were vacant, possibly on account of their incapacity to accommodate the modern vehicle.

**RESOLVED:** It was proposed by Cllr Burrell and seconded by Cllr Dowling to contact the Grand Union Housing Group in respect of the present take up of garages for the purpose of storing cars and what intentions the Group had in respect of the future of the garages.

**B. Wardens:**

**B.1 Rights of Way:**

**B.1.1 To Note the proposed installation of field gates at AS10 by the culvert at Hampton Drive:**

The Senior Rights of Way Officer, Northants Highways had agreed to the installation of field gates to the right hand side of the culvert and that a 5ft. gap should remain between the culvert and the gates to allow pedestrian access along the footpath.

**B.1.1.1 Access:** This was an opaque matter in terms of the identity of the current owner of the land where the access had been constructed, whether this piece of land had formerly been sold, and whether there was now in existence a side agreement giving right of agricultural access.

**Noted.**

**B.1.2 High Stile on AS38 (section from Banbury Lane to the Pump House):** It has been suggested that this stile is either replaced with a gate or gap and that the path is moved to the north of the field. The landowner would like to put cattle in the railway meadows and contact the Row Office for advice on the best measures to employ to protect both livestock and walkers.

**B.2 Trees:**

**B.2.1 To Note the findings of the Tree inspection carried out on 14<sup>th</sup> September 2018:**

The Contractor inspected the trees for which the Parish Council is responsible at the end of September and will provide recommendations.

**Agreed:** To defer to the next Ordinary Meeting of the Parish Council to be held on 1<sup>st</sup> November 2018.

**B.3 War Memorial: Nil report.**

**C. Representatives:**

**C.1 King's Sutton Playing Fields Association:** Cllr Read-Maskell reported.

**C.1.1 To Receive a Report on the Meeting held on 19<sup>th</sup> September 2018:**

Following concern expressed at the Meeting about the state of the footway leading to the Playing Fields Street Doctor had been asked to side out the path to its full width. (URN 955646) This had been completed.

There is a bush that Street Doctor will be asked to have removed.

**Action:** Cllr Read-Maskell

**C.2 King's Sutton Millennium Memorial Hall:** Cllr Burrell advised on:

**C.2.1 Date of Next Meeting:** 23<sup>rd</sup> October 2018

**C.2.2 Letting of Rooms:** Progress has been made in acquiring tenants.

**C.3 Poor's Allotment Trust:** Cllr Burrell reported.

**C.3.1 Annual Deliveries of Coal:** These had been made.

**111.18/19 TO RECEIVE ITEMS FOR THE NEXT MEETING (THURSDAY 1<sup>ST</sup> NOVEMBER 2018):**

**i) Double Yellow Lines at the Square and along Astrop Road**

The Meeting ended at 8.45 p.m.