

**KING'S SUTTON PARISH COUNCIL**

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

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

**ABSENT:** Cllrs M Bailey, J Creed

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

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

**130.18/19 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR  
ABSENCE:**

Apologies had been received from Cllrs Bailey and Creed.

**RESOLVED:** It was proposed by Cllr Read-Maskell and seconded by Cllr Dowling to  
Approve the Reason for Absence submitted by Cllrs Creed.

The Apology submitted by Cllr Bailey was **Noted**.

**131.18/19 TO INVITE DECLARATIONS OF INTEREST:**

**A. Disclosable Pecuniary Interests:**

**None.**

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

| Councillor | Agenda item  | Reason   |
|------------|--|--|
| R Burrell  | 13.2.1: Recommendation 1:<br>Parish Office Rent            | Chairman and Trustee, KSMMH<br>Committee of Management                   |
| R Burrell  | 13.2.1: Recommendation 2:<br>Grant of Financial Assistance | Member of Garden Club (Applicant)  |
| R Burne    | 13.2.1: Recommendation 2:<br>Grant of Financial Assistance | Member of Garden Club (Applicant)  |
| T Forde    | 13.2.1: Recommendation 2:<br>Grant of Financial Assistance | Member of Garden Club (Applicant)<br>and reviewer of the Club's accounts |
| R Irving   | 13.2.1: Recommendation 1:<br>Parish Office Rent            | Parish Council Representative on the<br>KSMMH Committee of Management    |
| R Irving   | 13.2.1: Recommendation 2:<br>Grant of Financial Assistance | Member of Garden Club (Applicant)  |

| Councillor     | Agenda item   | Reason                            |
|----------------|---|-----------------------------------|
| S Read-Maskell | 13.2.1: Recommendation 2: Grant of Financial Assistance | Member of Garden Club (Applicant) |
| D Wood         | 12.2 Flood Relief Channel adjacent to Hampton Drive     | Resident of Hampton Drive         |

**Noted.**

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

**None.**

*Cllr Dowling withdrew from the Meeting.*

**132.18/19 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:**

Item 10: Thursday Bus Service: Would the Parish Council consider restoring a weekly service?

The resident was informed that this would be discussed under Agenda item 10.

**133.18/19 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD 1<sup>ST</sup> NOVEMBER 2018:**  
(previously distributed)

**RESOLVED:** It was proposed by Cllr Forde and seconded by Cllr Irving to Approve the Minutes of the Parish Council Meeting held 1<sup>st</sup> November 2018.

**134.18/19 TO NOTE REPORTS FROM:**

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

**1. Matters Arising:**

Minute No. 116.18/19A:

Clerks' Forum 16<sup>th</sup> November 2018: (RFO Report to FG&P Committee Meeting held 20<sup>th</sup> November 2018 refers.) Date of next Clerks' Forum: 26<sup>th</sup> February 2019.

Local Government Reform: Formal Public Consultation by the Secretary of State for Housing, Communities and Local Government was launched on 29<sup>th</sup> November 2018 for a period of 8 weeks ending 25<sup>th</sup> January 2019.

Details are available at: <https://www.gov.uk/government/consultations/the-proposed-reorganisation-of-local-government-in-northamptonshire>

The Consultation seeks views on the proposal and in particular the following questions:

1. Is the councils' proposal likely to improve local government and service delivery across Northamptonshire? Specifically, will it give greater value for

money, generate savings, provide stronger strategic and local leadership and create more sustainable structures?

2. Taken in the round, do you support the proposal from the councils?
3. Do the unitary councils proposed by the councils represent a credible geography?
4. Is there a different reorganisation which would, in your view, have complied with the Secretary of State's invitation and which would have been preferable to the reorganisation proposal put forward by 7 of the 8 councils in Northamptonshire? If you consider there would have been, please give your reasons.
5. Do you have any other comments with regards to the proposed reorganisation of local government in Northamptonshire?

**Agreed:**

- i) To respond to the consultation stating that the Parish Council's preference is for the creation of three unitary authorities because it feared being swamped by Northampton Borough under the arrangement for two unitary authorities that is being proposed
- ii) To consider a paper setting out a response at the next Ordinary Meeting to be held on 3<sup>rd</sup> January 2019.

**Action:** Cllr Irving (draft response)

Local Elections: The Secretary of State has announced his intention to bring forward an Order in Parliament to postpone district and parish elections that were due to be held in May 2019 until May 2020.

**Noted.**

Parking at The Willows: A response is awaited from the Head of Assets at Grand Union Housing Group.

Rough Sleeper Estimate 2018: A nil return was submitted.

Minute No. 118.18/19: A formal letter of thanks was sent to Mr Alcock on 2<sup>nd</sup> November 2018.

Minute No. 122.18/19: Tree works: The quotations were accepted on 8<sup>th</sup> November 2018. No date has been set for the work.

Minute No. 123.18/19B: Bus Services:

Thursday Bus: Following a request, commencing on 15<sup>th</sup> November 2018 the Bus has included a pick up stop at the Bus Shelter on Banbury Lane.

Bus Fares Distribution: The Clerk to Aynho Parish Council was advised of the Parish Council's preferred arrangement and this has been accepted and is working smoothly. (For fares collected see Finance Schedule.)

Minute No. 124.18/19: Cemetery Land: The topographical survey was completed on 14<sup>th</sup> November 2018 after the Surveyor was advised that he had permission to enter on to the land.

Minute No. 125.18/19: Parking Restrictions at The Square/Astrop Road: Mrs Howard, Community Liaison Officer, Northants Highways has advised that

Traffic Orders relating to Kings Sutton can be found on Traff Web using the link <http://www.northamptonshiretraffweb.co.uk/>

Minute No. 126.18/19B.3.1: Poppy Wreath: Mr Waite delivered the WWI wreath on 2<sup>nd</sup> November 2018 and passed the original wreath to the Coffee Shop.

Other:

1. Lamp No. 2 Newlands: Western Power distribution attended on 29<sup>th</sup> November 2018 to repair the underground service cable. The engineer reported that the top of the lamp was flapping in the strong winds and was at risk of becoming dislodged. The Clerk consulted the Chairman and it was agreed to request an emergency call out from our Lighting Contractor in the interests of public safety, and to request that the other Phillips lanterns in the village were checked during the callout. The Clerk notified the Chairman and Vice Chairman that the request had been submitted.

2. S136 Grasscutting Agreement (Highway Verges): A claim in the sum of £710.18 was submitted on 27<sup>th</sup> November 2018. NCC has not advised parishes whether this procedure will continue for 2019/2020.

3. 20 mph speed limit, Richmond Street (part) and The Knob: The signs were installed on 8<sup>th</sup>/9<sup>th</sup> November 2018. Helen Howard, Community Liaison Officer, Northants Highways has arranged for the Road Safety Team to carry out speed monitoring and to collect data at some future date. Mrs Howard also advised that, 'The police will not carry out any enforcement in 20mph speed restrictions, this is why we will not routinely put them when requested. This is also the reason the panel did not support the lower limit on the Astrop Road. Significant traffic calming would have been required and without this there would have been an expectation that the Police would enforce.'

4. Unauthorised Encampments: Joint letter dated 30<sup>th</sup> November 2018 from the Chief Constable, Northamptonshire Police and the Police & Crime Commissioner for Northamptonshire outlining the Policy for dealing with unauthorised encampments, and a leaflet on the powers available to the police and local authorities for dealing with illegal encampments. (information previously distributed)

5. LIT'S for the KIDS: Letter of thanks dated 8<sup>th</sup> November 2018 from the Fundraising Lead, King's Sutton Primary Academy for the donation of £1,000 made by the Parish Council. (circulated at the Meeting)

**B. Chairman: Nil Report.**

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

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

#### 135.18/19 FINANCE SCHEDULE:

| HSBC Bank Accounts    | Bank Statement to 31.10.18 | Cash Book to 29.11.18 |
|-----------------------|----------------------------|-----------------------|
| Business Money Market | £66,551.02                 | £62,277.24            |
| 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    |
|--------|--------------------------|-----------------------------|----------------|--------|
| 104824 | MarcusYoungLandscapesLtd | Inv. 2853                   | 420.00         | £70.00 |
| 104829 | CDS Ltd                  | Inv. 72178; Credit 100094   | 360.00         | £60.00 |
| DD     | BT plc                   | Broadband Bill ref: Q046 A9 | £147.24        | £24.54 |

**To Approve**

| Cheque       | Payee                    | Description                            | Amt (incl VAT)   | VAT            |
|--------------|--------------------------|--|------------------|----------------|
| 104822       | M Dempsey                | Inv. Grasscutting                      |                  |                |
| 104830       | Cheney Coaches Ltd       | Inv. 25722ThursBus01, 15, 29 Nov18     | £345.00          |                |
| 104831       | KSMMH                    | Office rent, Room Hire Nov&Dec18       | £237.00          |                |
| 104832       | KSMMH                    | Room Hire, Youth Club, Nov&Dec18       | £235.00          |                |
| 104833       | KSPCC                    | Hire of Oman Room 06.12.18             | £16.00           |                |
| 104834       | Aylesbury Mains Ltd      | Inv.18602; Inv. 18626; Inv. 18673      | £159.48          | £26.58         |
| 104835       | MarcusYoungLandscapesLtd | Inv. 2880 Dog Waste&Litter Services    | £597.00          | £99.50         |
| 104836       | Dave Essex               | Inv. 2466 Replacement post The Rec     | £35.00           |                |
| 104837       | Bridson Kneale Assoc Ltd | Inv. T0375 Website Nov 2018            | £144.00          | £24.00         |
| 104838       | jpp Surveying Ltd        | Inv. 468 Topographical Survey, Cem     | £504.00          | £84.00         |
| 104839       | SLCC                     | Membership Renewal 2019                | £142.00          |                |
| 104840       | A Waite                  | 4No. Heavy duty pegs (War Mem)         | £8.99            |                |
| 104841       | E Al-Anazi               | KST Distributors                       | £59.85           |                |
| 104842       | A Le Druillenec          | Salary Month 9                         | £326.46          |                |
| DD           | HMRC                     | Tax & NI Month 9                       | £357.01          |                |
| DD           | NEST                     | Pension Month 9                        | £709.26          |                |
| 104843       | A Le Druillenec          | Domain renewal; Office; Mileage16Nov18 | £254.50          | £39.68         |
| <b>Total</b> |                          |  | <b>£4,130.55</b> | <b>£273.76</b> |

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

**A.1 Additional Payments:**

- i) Aylesbury Mains Ltd: Inv. No. 18710: £25.28
- ii) Banbury Litho Ltd: KS Times December issue: £720.00

**RESOLVED:** It was proposed by Cllr Wood and seconded by Cllr Read-Maskell to Approve the Additional Payments.  
(Cheque Nos. 104844 and 104845 were raised)

**B. To Note Receipts:**

| Receipts     | Type | Payer          | Description          | Amt                 |
|--------------|------|----------------|----------------------|---------------------|
| 01.11.18     | Cash | F Mitchell     | Thursday Bus 01Nov18 | £77.00 <sup>1</sup> |
| 13.11.18     | Cash | S Read-Maskell | Friday Bus 09Nov18   | £16.00 <sup>2</sup> |
| 20.11.18     | Cash | F Mitchell     | Thursday Bus 15Nov18 | £75.00 <sup>3</sup> |
| 29.11.18     | Cash | S Read-Maskell | Friday Bus 23Nov18   | £33.00 <sup>4</sup> |
| 29.11.18     | Cash | F Mitchell     | Thursday Bus 29Nov18 | £54.00 <sup>5</sup> |
| <b>Total</b> |      |                |                      | <b>£255.00</b>      |

Notes on Passenger Numbers and fares

<sup>1</sup> 8pp (Aynho) (4 = £20) + 19pp (King's Sutton) (£57)

<sup>2</sup> 6pp (Aynho) (2 = £10) + 2pp (King's Sutton) (£6)

<sup>3</sup> 4pp (Aynho) (0) + 25pp (King's Sutton) (£75)

<sup>4</sup> 7pp (Aynho) (3 = £15) + 6pp (King's Sutton) (£18)

<sup>5</sup> 3pp (Aynho) (0) + 18pp (King's Sutton) (£54)

**Noted.**

**136.18/19 TO APPOINT NORTHANTS CALC TO BE DATA PROTECTION OFFICER FOR KING'S SUTTON PARISH COUNCIL FROM 1<sup>ST</sup> APRIL 2019 TO 31<sup>ST</sup> MARCH 2020 AT A COST OF £10.00:**

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Wood to Appoint Northants CALC to be Data Protection Officer for King's Sutton Parish Council from 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020 at a cost of £10.00.

**137.18/19 CASUAL VACANCIES: TO CONSIDER EXPRESSIONS OF INTEREST:**

**None.**

*Cllr Dowling re-entered the Meeting.*

**138.18/19 TRAINING: TO CONSIDER REQUESTS:**  
(published on [www.northantscalc.com](http://www.northantscalc.com))

**None.**

**A. New Courses:** Northants CALC was in the process of identifying new courses to assist councils to which new services and assets are transferred as a result of local government reorganisation and is looking into funding sources in order to be able to provide these courses free of charge to its members.

**Noted.**

**139.18/19 THURSDAY BUS:**

**A. To review the frequency and scheduling of this service for the period to April 2019:**

The request made at Public Participation that the Parish Council considers increasing the frequency of the Thursday Bus service was **Noted**.

Cllr Irving spoke to this item and outlined the latest position.

The Bus was booked each fortnight from 13<sup>th</sup> December 2018 until 18<sup>th</sup> April 2019.

The FG&P Committee at its Meeting held on 20<sup>th</sup> November 2018 had considered the Budget based on an average of 18 passengers per time.

The net cost to the Parish Council for a weekly service would be £2,132.

(calculated as the annual cost (52wks. @ £95 = £4,940) - fares (18pp x £3 x 52wks. = £2,808)

The net cost to the Parish Council as per the 2018/2019 budget was £1,970 for a fortnightly service.

(calculated as the annual cost (26wks. @ £95 = £2,470) - fares (6.4pp x £3 x 26wks. = c£500)

The average number of passengers had increased to 21 per bus since the demise of the 499 bus.

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Read-Maskell to **Agree in Principle** to provide a weekly Thursday Bus service from 1<sup>st</sup> January 2019 until 18<sup>th</sup> April 2019 and review the situation in March 2019.

**Agreed:** To consult with Aynho Parish Council.

**B. Request for a Thursday Bus on 20<sup>th</sup> December 2018:**

The current schedule included a Thursday Bus on 13<sup>th</sup> and 27<sup>th</sup> December 2018.

The Council discussed the following options:

- i) Provide an extra service on 20<sup>th</sup> December 2018 and cancel the service scheduled for 27<sup>th</sup> December 2018
- ii) Provide services on both days 20<sup>th</sup> and 27<sup>th</sup> December 2018

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Read-Maskell to continue with the normal schedule with an additional service on Thursday 20<sup>th</sup> December 2018.

**Agreed:** To consult Aynho Parish Council about the route.

**140.18/19 PLANNING COMMITTEE:**

**A. Chairman's Report:** Cllr Forde reported.

i) Position of Vice Chairman: Cllr Forde extended his thanks to Cllr Burne for his help as Vice Chairman.

**B. To consider Recommendations from the Meeting held at 7.00 p.m. on 6<sup>th</sup> December 2018:**

B.1 Application No. S/2018/2531/FUL

Proposal: Single storey front/side extension

Location: 5 Glebe Rise, King's Sutton OX17 3PH

Recommendation B.1: To offer NO OBJECTIONS.

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

B.2 Application No. S/2018/2562/FUL

Proposal: Single storey, rear extension and home/office pod - retrospective

Location: 16 Halestrap Way, King's Sutton OX17 3SF

Recommendation B.2: To make NO COMMENT.

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

B.3 Application No. S/2018/2587/FUL

Proposal: Proposed front porch with cloakroom

Location: 6 Blenheim Rise, King's Sutton OX17 3QX

The Committee had **Noted** that there was no clearly established building line. The Committee did not consider that the proposal was a positive contribution to the street scene.

Recommendation B.3: To ask SNC to reconsider the proposal on that basis.

**RESOLVED:** It was proposed by Cllr Forde and seconded by Cllr Read-Maskell to adopt Recommendation B.3.

**141.18/19 FLOOD ALLEVIATION:**

**A. Pathfinder II: Flood Risk and Mitigation Event: 22<sup>nd</sup> November 2018: Report:** Cllr Forde reported.

Mr Richard Jones, Civil Engineer, David Smith Associates, who had led the Group Walkabout on 17<sup>th</sup> September 2018, explained the conclusions of the survey and associated drawings to the 15 people in attendance. The full report was not yet available but would shortly be available online.

The survey highlighted 3 key areas which had issues:

- i) The dip in Mill Lane at The Orchard
- ii) The water course beside Cannings Garage, Banbury Lane
- iii) The flood relief channel constructed by Barwood Homes.

**A.1 Recruitment of Flood Wardens:**

**Agreed:** To consider the Report before taking a decision.

*Cllr Wood had declared an interest in the next item.*

**B. Flood Relief Channel adjacent to Hampton Drive: Issues and Update:** Cllr Forde reported.

**B.1 Compliance with Planning Permission:** The flood relief channel had not been fully and properly connected to the flood ditch in Mr Harper's field in accordance with the planning permission that had been granted on Appeal. The Parish Council had drawn this to the attention of SNC and had asked SNC when it had formally discharged the Condition relating to the FAS.

**B.2 Obstruction over the Flood Relief Channel:** Subsequently a small gravel structure with clay pipes underneath had been built over the channel to allow pedestrian access to the Public ROW in the event of high water levels. The Agricultural access had then been widened. It was not known whether planning permission was required and/or had been granted.

The Flood and Water Management Team at NCC, the Lead Local Flood Authority, had been informed of the situation and was dealing with the issues raised.

**Noted.**

The Chairman, on behalf of the Parish Council, thanked Cllr Forde for the work he had done on this protracted matter.



**142.18/19 FINANCE GOVERNANCE & POLICY COMMITTEE:****A. Chairman's Report:****B. To consider Recommendations from the Meeting held on 20<sup>th</sup> November 2018:** (Draft Minutes previously distributed)

*Cllrs Burrell and Irving had each declared an interest in the next item.*

**Recommendation B.1: Parish Office Rent:** To put a counter-proposal to the Hall Management Committee to increase the rent per calendar month by 10% to £110 as from 1<sup>st</sup> January 2019 and show how this compares with a commercial figure:

Point of Information: Cllr Burrell, who had not been able to attend the Meeting of the FG&P Committee on 20<sup>th</sup> November 2018 advised on the current market rent for rooms on the ground floor:

- i) Smaller consulting room £3,225 pa (£268 pcm)
- ii) A room the size of the Parish Office (which had been purposely designed and used at first as a storage cupboard and not as an office) which was half the size of the smaller rooms on the ground floor would command a rent of £150 pcm.

Therefore, the increase in rent from £100 to £125 proposed by the Hall Management Committee could not be considered to be excessive.

Cllr Forde asked for information on rent per square metre and for the amount of lettable space, taking headroom into account, to be qualified.

Cllr Burrell had no information on rent per square metre to hand but this was obtainable.

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

**Note:** Next Meeting of the Hall Management Committee: 19<sup>th</sup> February 2019.

*Cllrs Burne, Burrell, Forde, Irving and Read-Maskell had each declared an interest in the next item.*

**Recommendation B.2: Grant of Financial Assistance: King's Sutton Garden Club:** To Approve a grant of £150 for 2018 whilst making it clear to the Applicant that Approval of the grant should not be regarded as creating a precedent that such a grant would continue year-on-year:  
(Accounts of the 2018 Annual Show previously distributed)

Cllr Burrell spoke against the Recommendation:

From his position as Chairman of the Parish Council it was clear that it serves the reputation of the Parish Council to support this Village Community activity. The KSMMH benefits but so does the reputation of the village. The association between the Parish Council and the Annual Show is demonstrated by its sponsorship of the Show which is acknowledged in the Show's programme.

The small investment made by the Parish Council is outweighed by the benefit.

**Amendment: Proposer: Cllr Burrell Seconder: Cllr Read-Maskell**

**Proposal:** That the Parish Council continues with the sponsorship which would be for the actual rental costs of the room in which the Annual Show is held and that the requirement for the Garden Club to request this grant on an annual basis no longer applies.

It was **Noted** that the Annual Show had made a profit of £82.

The Meeting was informed that sponsors had come forward this year, unlike the year before.

Cllr Irving reported that the FG&P Committee was not recommending that it would not support a grant application in the future only that it did not wish to be duty bound to do so. The Committee wished to exercise caution about subsidising the Club on a regular basis and in perpetuity.

**A Vote was taken on the Amendment:**

It was proposed by Cllr Burrell and seconded by Cllr Read-Maskell that the Parish Council is seen to sponsor the rental cost of the Hall for the Annual Show and that the Garden Club need not apply annually for this grant.

**For: 3          Against: 5          Abstained: 0**

**The Amendment FELL.**

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

*(Cheque No. 104846 in the sum of £150 was raised.)*

**Recommendation 3: SNC New Homes Bonus Local Communities (NHBLCG) Scheme Consultation:**

3.1 To respond that King's Sutton Parish Council:

3.1.1 Objects to the complete removal of ring-fencing

3.1.2 Supports the retention of 50% of ring-fenced funds for specific parishes and the release of the remaining 50% into the single district-wide pot:

(Information previously distributed. Visit <https://www.southnorthants.gov.uk/consultation>)

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

**Note:** Consultation closes on 10<sup>th</sup> December 2018.

**Recommendation 4: Cemetery: Care and Maintenance:**

4.1 To Accept the voluntary offer to assist

4.2 To form a Cemetery Working Party under the direction of the Cllr for the Cemetery:

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Read-Maskell to Accept the offer and to form a Cemetery Working Party under the direction of the Cllr for the Cemetery.

**Action:** Cllr Creed.

**Recommendation 5: Churchyard: Transfer of Care and Maintenance:**

5.1 To formally Accept the Transfer and Maintenance of the churchyard upon receipt of information previously requested in respect of replacement values:

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Dowling to proceed as Recommended.

**Recommendation 6: Training Statement of Intent:** To Approve the Training Statement of Intent as amended at paragraph 4:  
(TSI previously distributed)

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Sykes to Approve the Training Statement of Intent as amended.  
(TSI par. 4. 'Resourcing Training' to read: 'King's Sutton Parish Council will aspire to make sufficient provision in its budget to ensure that the Clerk and Councillors are suitably trained to carry out their functions and duties and to accommodate travel and out of pocket expenses. The Council will also aspire to provide sufficient funds for appropriate technical literature and other publications.'))

**C. Draft Budget 2019-2020: To discuss:** Cllr Irving informed the Meeting that the FG&P Committee would bring final recommendations to the next Ordinary Meeting of the Parish Council to be held on 3<sup>rd</sup> January 2019.

Cllr Irving drew the Parish Council's attention to the following Categories:

**C.1 Payments:** (draft Payments Budget 2019-2020 previously distributed)

Category 1.1: Play Equipment Maintenance: The 2019-2020 budget figure covered the cost of the quarterly routine inspections which had been under-budgeted for in the 2018-2019 budget.

Category 2.1: Litter Services: The Parish Council had entered into a new contract in April 2018 and costs were significantly higher than previously. The budget for 2019-2020 addresses this.

Category 2.2: Dog Waste Service: The cost of servicing an additional bin is included in the 2019-2020 Budget figure.

Category 3: Grasscutting: As per 2018/2019 Budget. The weather in 2018 meant that fewer cuts were needed than budgeted for.

Category 5: Churchyard: As per 2018/2019 Budget. The weather in 2018 meant that fewer cuts were needed than budgeted for.

Category 7: Thursday Bus: The 2019-2020 Budget figure is based on a weekly service @ £95 per week. The 2018-2019 budget was based on a service every 2 weeks.

Category 8.1: Power: Electricity costs increase by 23% as from 21<sup>st</sup> January 2019. A budget of £7,500 would be required in 2019-2020.

Category 9.3: Website Hosting: The FG&P Committee was in favour of continuing with the Agreement with the current Contractor for another year.

Total draft Payments Budget 2019-2020: £80,350.

**Noted.**

**C.2 Receipts:** (draft Receipts Budget 2019-2020 previously distributed)

Category 1: Thursday Bus: the 2019-2020 Budget figure was based on an average of 18 passengers per week each paying a fare of £3.00.

Category 3: Grass Cutting Grant: NCC had yet to confirm the situation in respect of S136 Agreements and contributions for the cutting of highway verges by parishes on behalf of the Highway Authority. In the interim, the FG&P Committee had included the contribution of £710 in the 2019-2020 budget.

Category 4.1: Ice Cream Vendor: A 2019-2020 Budget figure of £300 is included based on previous year's receipts.

Total draft Receipts Budget 2019-2020: £9,751 excluding the Precept.

**Noted.**

**C.3 Reserves:** (Table of designated Reserves to November 2018 previously distributed)

The Table of Reserves was For Information. The FG&P Committee will consider the Reserves at its next Meeting and bring Recommendations to the next Ordinary Meeting of the Parish Council to be held on 3<sup>rd</sup> January 2019.

**Noted.**

**D. To Note the date of the Budget Meeting of the FG&P Committee (Wednesday 19<sup>th</sup> December 2018):**

**Noted.**

**143.18/19**

**DOUBLE YELLOW LINES AT THE SQUARE AND ALONG ASTROP ROAD: TO DISCUSS AND MAKE RECOMMENDATIONS:**

(Copies of relevant TRO showing parking restrictions presented to the Meeting)

Cllr Forde spoke to this item.

The concerns were:

i) Road Safety: There was poor visibility at the junction and uncertainty about who had right of way and who should give way. White lines had been re-painted.

ii) Inconsiderate Parking in The Square in front of the White Horse PH: A discussion had been held with the Landlady of the White Horse PH who was in favour of extending the double yellow lines in front of and including up to the kitchen window.

Extending double yellow lines by 2 metres along the open space would improve highway visibility for drivers emerging from the top of Whittall Street. There was no collision history but concern existed over the potential for collisions at this junction.

iii) Astrop Road: The double yellow lines on the south side had not been fully reinstated.

**Agreed:** To follow up these concerns with Northants Highways through Mrs Helen Howard, Community Liaison Officer.

**Action:** Cllr Forde

**RESOLVED:** It was proposed by Cllr Forde and seconded by Cllr Sykes that, in the event of funding not being forthcoming from the Highway Authority to implement the Double Yellow Line extensions, the Parish Council offers to contribute towards them from S106 Road Safety developer contributions that are available to the Parish Council.

iv) **STOP Road Markings:** The Council discussed a suggestion from Cllr Burne that STOP road markings might be more effective than GIVE WAY road markings at Mill Lane and at Whittall Street and that the Parish Council might wish to include this in its communication with Mrs Howard.

**Agreed:** To move forward as outlined by Cllr Forde.

*Cllr Forde withdrew from the Meeting.*

#### 144.18/19 **COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:**

##### **A. Councillors For..:**

**A.1 Amenities:** Cllr Dowling reported.

**A.1.1 Damage to the Cyril Wheatcroft Memorial Seat:** The damage was thought to have been sustained on 2<sup>nd</sup> or 3<sup>rd</sup> December 2018 and had been reported to the Police. Cllr Read-Maskell wondered whether strong winds were the cause of the collapse of the bench. Mr Dave Essex, Carpenter had been asked to remove the bench from The Rec for safety reasons and to quote for possible repairs.

**Noted.**

**A.1.2. Misuse of the Bus Shelter on Astrop Road:** The bus shelter had been full of beer cans and the walls covered in spittle on the morning of Monday 3<sup>rd</sup> December 2018.

**Agreed:** To monitor the situation.

**A.2 Cemetery:** (Written Report from Cllr Creed previously distributed)

Cllr Burrell read out the Report.

**A.2.1 Jubilee Rose Garden:** Mr Tony Ayers had pruned the roses on 23<sup>rd</sup> November 2018. The result was very pleasing.

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Sykes to Approve the purchase of:

i) 6 replacement rose bushes

ii) Rose food and insect spray (approx. Cost £20).

**Action:** Cllr Creed

**A.3 Communications: Nil Report.**

**A.4 Lighting:** Cllr Burrell reported.

**A.4.1 Lamp No 2 Newlands:** (Min. No. 134.18/19A.Clerk's Report refers: Western Power Distribution had completed repairs to the underground cable on 30<sup>th</sup> November 2018.

**A.4.2 Adoption of 5No. Footway Lights at the Meadows, Banbury Lane:** Northants Highways was preparing the site for adoption.

**Agreed:** That there was no known remedial action required in respect of the footway lighting.

**Action:** the Clerk (inform Northants Highways)

**A.5 The Rec: Nil Report.**

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

**B. Wardens:**

**B.1 Rights of Way: Nil Report.** Mr Hall was unable to attend the Meeting.

**B.2 Trees: Nil Report.**

**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: Nil report.**

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

**145.18/19 TO COMMENT ON ISSUES RELATED TO STREET AREAS:**

**A. Effectiveness of the 20 mph limit on The Knob and Richmond Street:**

(Min. No. 134.18/19A.Clerk's Report refers)

Members were invited to comment on the effectiveness or otherwise of the 20 mph limit.

**None.**

**B. Closure of Mill Lane (Holland Rise - access road to Walton Grounds):**

(TTRO (18/19) Mill Lane previously distributed)

This section of carriageway will be closed on 19<sup>th</sup> December 2018 to repair a failed trench (below Holland Rise).

**Noted.**

**146.18/19 TO BEAR THE COST OF PROVIDING A2 SIZE MAPS OF THE KING'S SUTTON AND ASTROP CONSERVATION AREAS, AND OF THE VILLAGE CONFINES FOR PUBLIC DISPLAY IN THE KSMMH:**

Cllr Burrell spoke to this item.

In response to a request from a resident that maps of the Conservation Areas and Village Confines are displayed in the KSMMH, SNC had created A2 size pdfs of each for the Parish Council. Hardcopies could be printed off at a cost of £4.95 + vat per copy. For display purposes the maps could be mounted on polyboard, then either laminated or encapsulated, as per the A2 size Village Constraints Map (cost £18.98 in 2009) and A1 size 2010 Definitive ROW Map (cost £27.50 in 2010) which are in the Parish Office.

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Dowling to **Agree in Principle** to displaying A2 mounted copies of the Conservation Areas and Village Confines in the Hall.

**Agreed:** To discuss further at the next Ordinary Meeting of the Parish Council to be held on 3<sup>rd</sup> January 2019.

**147.18/19 TO RECEIVE ITEMS FOR THE NEXT MEETING (THURSDAY 3<sup>RD</sup> JANUARY 2019):**

**i) Consultation on the proposal for local government reform in Northamptonshire**

**ii) Venue for Parish Council Meetings.**

**148.18/19 RESIGNATION OF CLLR BURNE:**

Cllr Burne announced that he was retiring from the Parish Council. He would deliver his letter of resignation to the Chairman tomorrow.

The Chairman, on behalf of everyone on the Parish Council, thanked Cllr Burne for his service as a Councillor.

The Meeting ended at 9 p.m.