

KING'S SUTTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD
AT 7.30 P.M. ON THURSDAY 1ST NOVEMBER 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

ABSENT: Cllrs M Bailey, J Creed, R Sykes, D Wood

IN ATTENDANCE: Mrs A Le Druillenec (Clerk)

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

**112.18/19 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR
ABSENCE:**

Apologies had been received from Cllrs Bailey, Creed, Sykes and Wood.

RESOLVED: It was proposed by Cllr Dowling and seconded by Cllr Read-Maskell to Approve the Reasons for Absence submitted by Cllrs Bailey, Creed, Sykes and Wood.

113.18/19 TO INVITE DECLARATIONS OF INTEREST:

A. Disclosable Pecuniary Interests:

None.

B. Other/Personal/Non-Statutory Interests:

None.

C. To receive Requests for Dispensations:

None.

**114.18/19 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF
THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON
THE AGENDA:**

Item 12: Bus Services:

i) Coffee Morning, 23rd October 2018: A Speaker experienced in volunteering had offered advice on what needed to be done in order to set up a Community Bus project. Two people were interested.

A follow up evening meeting was planned.

Notes on the ideas that had been discussed were passed to the Clerk.

ii) Internet Shopping Service: There was no interest in this initiative.

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

115.18/19 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD 4TH OCTOBER 2018:
(previously distributed)

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Read-Maskell to Approve the Minutes of the Parish Council Meeting held 4th October 2018.

116.18/19 TO NOTE REPORTS FROM:

A. the Clerk: (previously distributed)

1. Matters Arising:

Minute No. 101.18/19A:

SNC Clerks' Forum: (Notes 2nd October 2018 distributed with Report)

SNC is consulting Parish Councils (in an advisory capacity to inform SNC's submissions to the government regarding the proposed Local Government Reform (LGR)) on the following topics:

i) The potential option to postpone the 2019 parish elections

ii) The name for a new unitary authority.

(Agenda items 6.1 and 6.2) The deadline for responses is 3rd December 2018.

SNC is also consulting Parish Councils on proposed changes to the New Homes Bonus Local Communities Grant (NHBLCG) scheme. The SNC grant scheme closes in March 2020. The FG&P Committee will recommend a response for the Parish Council to consider on 6th December 2018. SNC has set a deadline of 10th December 2018 for responses

The next Forum for Parish Clerks will be on 16th November 2018 when there will be an opportunity to discuss all three consultations. The Agenda will include an update on LGR.

Minute No. 104.18/19: Casual Vacancies: The Clerk met with a potential candidate on 12th October 2018 who subsequently decided not to proceed.

Minute No. 106.18/19C: SNC Local Plan: Cllr Irving represented the Parish Council at the Briefing on 11th October 2018. (Notes distributed with Report)

Minute No. 107.18/19

A.1.iv): Cherwell Volunteer Connect: Re-named 'Cherwell Volunteer Driver Service'. Publicity about the Volunteer Patient services operating in Cherwell District and South Northants has been posted on the website.

Further to the statement expressed at the previous Meeting in respect of uncertainty that new patients were still being accepted by the Brackley Area Volunteer Car Service, Cllr Read-Maskell has made enquiries and these confirm that new patients and new drivers continue to be accepted.

Noted.

B.3.1; B.3.2; and B.3.3: Thursday and Friday Shopper Bus Services: These have been booked. Notices have been posted on the Noticeboards and the regular users of the Thursday Bus provided with the information.

B.4: Dog Waste and Litter Services: The Contractor was advised on 9th October 2018 that the Parish Council wished to continue with the schedule as agreed with him from 13th April 2018. The metal bin liner has been replaced in the yellow litter bin in the jitty way between Astrop Road and Richmond Street by The Rec. (Minute No. 26.18/19 refers)

Minute No. 110.18/19:

A.2 Cemetery Seats: Both seats were renovated on 9th October 2018 and a second coat of stain applied to the seat furthest from the lychgate on 21st October 2018. In addition the Glasdon benches were also washed and scrubbed with soap and water. The woodwork will receive another coat in the Spring using the excess metal paint and timber stain. Reimbursement for the cost of the materials was £32.54 was made on 12th October 2018..

A.3.1: Deletion of Street Area contacts from the website: The Contractor was asked to remove the references to the Street Area allocations on 18th October 2018.

A.5: Northants Sport: Activity Taster Day 24th October 2018: Feedback from the Sports Development Officer was positive, with 'quite a good turnout' and interesting feedback, e.g. Requests for activities for people with dementia, and chair based activities for the elderly.

A.6.1: The Principal Transport Planner (S106), NCC has clarified that any abortive costs incurred from the investigations to determine the suitability of the verge on Mill Lane for the installation of a post for the VAS would be met from S106 funds. The Clerk placed an order for the Cat and Genny investigation on 9th October 2018 and, in the event of the Cat and Genny investigation revealing that there would be sufficient working widths to install a post, has asked that the trial holes are dug and the post ordered.

A.7.1 Parking at The Willows: The Grand Union Housing Group was contacted about the garages at The Willows on 18th October 2018 but to date the email has not elicited a response.

B.2.1 Tree Survey: Strong winds on 13th October 2018 had caused smaller branches and twigs to fall from the limes on The Rec. and this had been concerning for users of the play equipment. Following discussions with the Chairman and the Cllr for The Rec, and after having notified the Tree Warden of the Quotation dated 16th October 2018, it was decided in the interests of safety to arrange for the work to remove the deadwood from the limes to be carried out as soon as the Contractor could do so.

This was done on 25th October 2018.

Note: Although the lime trees on The Rec are subject to a Group TPO in June 2015 the Parish Council was granted dispensation for 5 years to proceed with work without the need to apply for planning permission. (Ref. Planning permission No. S/2015/1429/TPO)

Other tree works recommended at the Rec and also at Windsor Close and at the Cemetery are not considered urgent and it is unlikely that the contractor would be able to do the work before January 2019.

Other:

1. SNAST: AGM 9th October 2018. (Minutes distributed with Report.) The Parish Council has paid for but not collected one Neighbourhood Watch sign.
2. Missing timber perimeter post at The Rec opposite entrance to KSMMH car park.
3. Lamp No. 2 Orchard Way: With the agreement of the Chairman and the Vice Chairman the Clerk arranged for an Emergency Call Out on 22nd October 2018 to check for damage following a car collision with the column. The Lighting Contractor re-plumbed the column into the ground later that morning and made the unit safe. The lantern was realigned and secured on 26th October 2018.

Noted.

4. Hole in ground beside Thames Water manhole in the village green at The Square reported 23rd October 2018: Thames Water assessed that no remedial work to the manhole was needed. Cllr Forde had filled the hole with turf and would keep the situation under review.

Noted.

5. Temporary Road Closures:

i) TTRO (18/19) 1135: 19th December 2018: Mill Lane/Holland Rise to Walton Grounds closed to enable repairs to failed trench across Mill Lane. Cllr Forde had emailed the Engineer to ask whether the job specification included work to solve the problem of ponding and flooding at the low point by The Orchard, Mill Lane. No response had been forthcoming.

ii) TTRO (18/19) 1152: 4th January 2019: Works to section of carriageway from Newbottle to Upper Astrop Road.

6. Pathfinder II Project: Presentation of the Flood Risk and Mitigation Investigation Survey: 7.45 p.m. on Thursday 22nd November 2018 in the main hall, KSMMH.

7. SNC Rough Sleeper Estimate: 1st November 2018: Members were asked to return any information to the Clerk.

B. Chairman: Nil Report.

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

D. County Councillor: No Report.

117.18/19

LOCAL GOVERNMENT REFORM IN NORTHAMPTONSHIRE: TO RESPOND TO THE FOLLOWING ADVISORY CONSULTATIONS BY SNC ON:

A. The potential option to postpone the Parish Elections scheduled for May 2019:

SNC had advised that:

- i) Owing to delays to the government timetable for the creation of the new unitary council there was uncertainty over whether it would now be possible to change the date of the parish elections

ii) There was only a 'strong possibility' that District Council elections would be deferred to May 2020.

B. The name for a new unitary authority:

(SNC Press Release dated 31st October 2018 previously distributed)

Details were on the SNC website www.southnorthants.gov.uk/lgr

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Burne to make No Response for reasons of futility.

Agreed: To publicise the consultation on the website. Closing date: 3rd December 2018.

Action: the Clerk

118.18/19 FINANCE SCHEDULE: (previously distributed)

HSBC Bank Accounts	Bank Statement to 31.09.18	Cash Book to 26.10.18
Business Money Market	£71,383.56	£65,514.41
Community Account	£1.00	£1.00
Money Market Account	£163,944.51	£163,944.51

A. To Ratify and Approve the Payments:

Cheque	Payee	Description	Amt (incl VAT)	VAT
DD	BT plc	Phone bill Q048 G&	£133.61	£22.26
104816	A Alcock	Metal Paint, Woodstain	£32.54	£5.42
To Approve				
Cheque	Payee	Description	Amt (incl VAT)	VAT
104817	ITS for the KIDS	Library Grant (KS Primary Academy)	1,000	
104818	Cheney Coaches Ltd	Inv.25567 ThursBus04&18 Oct 18	£190.00	
104819	KSM MH	Office rent, Room Hire Oct18	£100.00	
104820	KSM MH	Room Hire, Youth Club, Oct18	£94.00	
104821	KSPCC	Hire of Oman Room 01.11.18	£16.00	
104822	M Dempsey	Inv. Grasscutting		
104823	Aylesbury Mains Ltd	Inv.18594 Lp2 Orchard Way	£188.40	£31.40
104824	MarcusYoungLandscapesLtd	Inv. 2853 Dog Waste&Litter Servs	£420.00	£70.00
104825	AGU Treecraft Ltd	Inv. 2510001 The Rec Deadwood	£630.00	£105.00
104826	Bridson Kneale Assoc Ltd	Inv. Website Oct 2018	£144.00	£24.00
104827	A Le Druillenec	Salary Month 8	£361.86	
DD	HMRC	Tax & NI Month 8	£321.61	
DD	NEST	Pension Month 8	£709.26	
104828	A Le Druillenec	100x2ndclass stamps, notebook	£58.80	
Total			£3,233.93	£230.40

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Read-Maskell to send a formal letter of thanks to Mr Alcock for renovating the seats in the Cemetery.

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

A.1 Additional Payment:

Inv. No. 72178; Cemetery Development Services; £360.00

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Irving to Approve the Additional Payment.
(Cheque No. 104829 was raised.)

B. To Note Receipts:

Receipts	Type	Payer	Description	Amt
04.10.18	Cash	F Mitchell	ThursdayBus 20Sep; 04Oct	£103.50
18.10.18	Cheque	Tho. Cakebread Ltd	Headstones, Plots 240 & 224	£148.00
26.10.18	Cash	F Mitchell	ThursdayBus 18Oct	£45.00
Total				£296.50

Noted.

119.18/19 CASUAL VACANCIES: TO CONSIDER EXPRESSIONS OF INTEREST:

(Minute No. 116.18/19A Clerk's Report: The Clerk met with a potential candidate on 12th October 2018 who subsequently decided not to proceed.)

No written expressions of interest had been received.

Noted.

120.18/19 TRAINING: TO CONSIDER REQUESTS:

None.

Details of courses are published on the Northants CALC website.

The induction course 'Off to a Flying Start' was recommended as a course for new Members.

121.187/19 PLANNING COMMITTEE:

A. Chairman's Report: Nil Report.

B. To consider Recommendations from the Meeting held at 7.00 p.m. on 1st November 2018:

B.1 Application No. S/2018/2262/LBC

Proposal: Re-thatch roof

Location: Rose Cottage, 1 Whittall Street, King's Sutton OX17 3RD

Recommendation B.1: NO OBJECTION.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Irving not to comment.

B.2 Application No. S/2018/2261/TCA FOR INFORMATION ONLY

Proposal: T1 - Holly, Fell. T2 - Cypress, Fell. T3 - Cypress, Fell. T4 - Ash, Fell. T5 - Magnolia, Up to 2m crown reduction and 10% crown thin.

Location: Crocus Cottage, 22 Whittall Street, King's Sutton OX17 3RD

Noted.

C. South Northamptonshire Settlements and Countryside Local Plan (Part 2) Proposed Submission Local Plan (Regulation 19): Consultation 4th October - 16th November 2018:

C.1 To Note Feedback from the Briefing given by SNC on 11th October 2018: (Cllr Irving's notes previously distributed)

Key points/issues raised at the Briefing included:

- i) SNC has an 11 year housing land supply: The unitary implications were not clear. The Government would be changing to a more centrally directed quota based development system which might not coincide with housing need identified by a local authority.
- ii) Deletion of Locally Objectively Assessed Needs (LOAN) concept
- iii) Requirement that, for developments in rural areas of 10 or more dwellings, 50% will be affordable homes
- iv) Dispensation to relocate businesses displaced by HS2, incl. into rural areas
- v) Curtailment of the proliferation of non-retail shops in shopping areas
- vi) Provision of electrical charging units for new houses
- vii) 33 local protected green spaces were being proposed in the Plan
- viii) Non-designated Heritage Assets: The Meeting was advised that villages would be consulted on their recommended listings.

The Feedback was **Noted**.

C.2 To consider the consultation response as recommended by the Planning Committee:

The Committee considered that the process appeared to have been satisfactorily carried out. The Committee recognised that its Members had insufficient knowledge to dispute the way the process had been conducted by SNC.

Recommendation C.2: To make No Comment.

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

D. Barwood Homes development, Hampton Drive: Flood Alleviation issues:

Cllr Forde reported that he had raised concerns over the extension of the agricultural access across the flood alleviation channel with the Environment Agency who has advised him to contact NCC as the Local Lead Flood Authority. A reminder had also been sent to Cllr Morris, Cabinet Member and Cllr for Transport, Highways, Environment and Public Protection, NCC.

Noted.

E. Water Course, Cannings Garage:

Cllr Forde drew attention to a Wayleave document dated 7th January 1976 between W Timms & Son Ltd and the occupier of Studleigh Farm in order to allow access for the builder to construct a culvert as part of the development of the King's Court Estate.

It would be for those residents of Wales Street who were at risk of flooding to take the matter forward.

The Parish Council was an interested observer at this stage.

Noted.

122.18/19 TREE REPORT: QUOTATION DATED 16TH OCTOBER 2018:

A. To Ratify Acceptance of the Quotation to remove deadwood from individual lime trees on The Rec in the sum of £525 + £105 vat (Total £630): (Minute No. 116.18/19 Clerk's Report refers)

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Forde to Ratify Acceptance of the Quotation to remove deadwood from individual lime trees on The Rec in the sum of £630.00.

Items B, C, and D were taken together.

B. To Accept the Quotation to remove suckers and epicormic shoots and to carry out crown raising to 32 lime trees on The Rec in the sum of £395 + £79 vat (Total £474):

C. To Accept the Quotation for tree works at the Cemetery in the sum of £870 + £174 vat (Total £1,044):

D. To Accept the Quotation for tree works at Windsor Close in the sum of £145 + £29 vat (Total £174):

RESOLVED: The Parish Council Accepted the proposals at B, C, and D.

Action: the Clerk.

E. Works to Yew Trees in the Churchyard: Cllr Forde reported that the yews had been cut significantly shorter than had been anticipated by the Churchwarden. The Contractor had advised that the trees will grow up again.

Noted.

123.18/19 BUS SERVICES:

A. To receive an update on the commencement of the Thursday Bus and Friday Christmas Shopper: Cllr Irving reported.

i) Thursday Bus: 1st November 2018: The bus had collected 8 passengers from Aynho and 19 from King's Sutton.

ii) Friday Christmas Shopper: Commences from Aynho on 9th November 2018.

B. To Approve the arrangement for distribution of fares and hire costs between King's Sutton and Aynho Parish Councils:

1st November 2018: 8 Aynho passengers @ £5 pp. Total £40.00. Aynho Parish Council had retained £20 worth of fares which covered their bus hire costs, and had passed on £20 to King's Sutton.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Burne to continue with this arrangement whereby Aynho Parish Council retained the first £20 of Aynho fares (for both services) and passed the rest to Kings Sutton. It was **Noted** that negotiations between the two Councils were ongoing.

B.1 Collection of Fares on Friday Bus:

Agreed: That Cllr Read-Maskell would meet the Friday bus at 10.34 a.m. on 9th November 2018 and collect the fares.

It was **Noted** that there were only 15 seats on the bus and that this service might not be able to accommodate all would-be passengers from King's Sutton.

C. Community Bus Service: No further progress had been made. Cllr Irving would be willing to assist any volunteer who was available to set up a Community Bus Service.

Noted.

124.18/19 ACQUISITION OF LAND TO EXTEND THE CEMETERY:

A. To receive a progress Report: Cllr Forde advised that the Trustees of the Astrop Estate were:

- i) Aware of the need for access onto their land (e.g. for the topographical survey) and that the Parish Council could proceed
- ii) Not particularly concerned at holding the Parish Council to the completion date of 31st December 2018 for the sale of the land.

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

No information had been received.

Cllr Forde would follow up with NS Projects.

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

A wet season with long periods of rainfall would be required before making an assessment of the Water Table and before the digging of any trial holes could be undertaken.

Noted.

125.18/19 DOUBLE YELLOW LINES AT THE SQUARE AND ALONG ASTROP ROAD: TO DISCUSS AND MAKE RECOMMENDATIONS:

The Parish Council discussed the situation and possible measures to implement in order to ameliorate the highway visibility problems caused by parked vehicles in the vicinity of The Square, Mill Lane and Astrop Road.

Suggestions put forward for Double Yellow Lines included:

- i) Apply along a short length at the village green side of The Square on Mill Lane

- ii) Extend as far as the kitchen window at The White Horse PH
- iii) Extend the existing double yellow lined from the fourcross, Astrop Road as far as Holland House.

Agreed: To take these forward and report back on the 3 aspects.

Action: Cllr Forde, the Clerk

126.18/19 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: Cllr Burrell reported.

A.4.1 Lamp No. 1 Astrop Gardens: Reported on 1st November 2018 for urgent repair due to the nearby presence of a pothole.

A.5 The Rec: Nil Report.

A.6 Traffic Calming and Highways: Nil Report.

B. Wardens:

B.1 Rights of Way: Mr Hall, Footpaths Warden had sent his Apologies.

B.1.1 Access to the countryside: A programme to replace stiles with kissing gates would improve access to the countryside.

B.1.2 AS38: The landowner intends to graze animals in the railway meadows once changes can be agreed on how to ensure safety and access for walkers.

B.2 Trees: Nil Report.

B.3 War Memorial:

B.3.1 Poppy Wreaths:

A WW1 commemorative poppy wreath had been ordered and would be delivered to the Parish Office on 2nd November 2018.

Agreed that:

i) Cllr Irving would lay the wreath on behalf of the Parish Council on Remembrance Sunday

ii) The original wreath would be handed back to the War Memorial Warden to pass on to the Coffee Shop.

B.3.2 War Memorial:

The War Memorial Warden would clean the monument and prepare it for Remembrance Sunday.

C. Representatives:

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

C.1.1 Footway, Astrop Road to Playing Fields: Street Doctor had contacted the landowner about the bush that required cutting back.

C.1.2 Fireworks Event: Road closure between 5 p.m. and 7 p.m. on Sunday 4th November 2018. Notices are in place.

C.2 King's Sutton Millennium Memorial Hall: Cllr Burrell advised that the next Meeting of the Trustees and Committee of Management would be held on 12th November 2018.

C.3 Poor's Allotment Trust: Cllr Burrell advised that Mr Selwyn Charles-Jones had stood down as Trustee after 25 years' service.

127.18/19 TO COMMENT ON ISSUES RELATED TO STREET AREAS:

A. Shrubs and hedges overhanging and obstructing footways:

Agreed: To place an article in the December 2018 issue of the King's Sutton Times appealing to those responsible for the vegetation to trim them back.

Action: Cllr Forde

128.18/19 FINANCE GOVERNANCE & POLICY COMMITTEE MEETING (TUESDAY 20TH NOVEMBER 2018):

A. To receive 2019/2020 Budget proposals from Councillors For, and Wardens:

None.

B. To receive other items for the Agenda:

None.

129.18/19 TO RECEIVE ITEMS FOR THE NEXT MEETING (THURSDAY 6TH DECEMBER 2018):

i) Budget 2019/2020 Proposals

ii) Double Yellow Lines.

The Meeting ended at 8.25 p.m.