

KING'S SUTTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD
AT 7.30 P.M. ON THURSDAY 3RD JANUARY 2019
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: Cllrs M Bailey

IN ATTENDANCE: Mrs A Le Druillenec (Clerk)
Cllr G Hopkins, SNC

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

**149.18/19 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR
ABSENCE:**

Cllr Bailey's absence was **Noted**.

150.18/19 TO INVITE DECLARATIONS OF INTEREST:

A. Disclosable Pecuniary Interests:

None.

B. Other/Personal/Non-Statutory Interests:

Councillor	Agenda item	Reason
R Burrell	19: Meetings Venue	Chairman and Trustee, KSMMH Committee of Management
R Irving	19: Meetings Venue	Parish Council Representative on the KSMMH Committee of Management
D Wood	14.2 Flood Relief Channel adjacent to Hampton Drive	Resident of Hampton Drive

Noted.

C. To receive Requests for Dispensations:

None.

**151.18/19 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF
THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON
THE AGENDA:**

Item 15.1.1: Amenities: Overgrown Hedge to 49 Astrop Road. The hedge needs cutting back as pedestrians are forced to walk in the road. Cllr Dowling advised that he had spoken to the occupier of the property a few weeks ago and had been assured that the hedge would be cut back.

152.18/19 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD 6TH DECEMBER 2018:
(previously distributed)

The Clerk advised that the pages had been re-numbered in consecutive order.

Noted.

RESOLVED: It was proposed by Cllr Sykes and seconded by Cllr Irving to Approve the Minutes of the Parish Council Meeting held 6th December 2018.

153.18/19 TO NOTE REPORTS FROM:

A. the Clerk: (previously distributed)

1. Matters Arising:

Minute No. 134.18/19A:

Local Elections: An Order to postpone the 2019 local elections in Northamptonshire was laid before Parliament on 12th December 2018 and will come into force on 14th January 2019. Once in force the next scheduled elections for Northamptonshire district and parish councils will be the ordinary day of elections in 2020, subject to any reorganisation that may take effect before this day.

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

Agreed: To follow up within the month.

Lamp No. 2 Newlands: Following completion of the work to repair the underground cable the lamp continued not to function. The Lighting Contractor replaced the photocell on 14th December 2018. Total cost of repairs: £82.50 + vat + no charge for the repair to the service cable undertaken by Western Power Distribution.

S136 Grasscutting Agreement (Highway Verges): Northants Highways has confirmed that it is offering parishes the opportunity to carry out grasscutting to the highway verges in 2019 on the same basis as in 2018.

Minute No. 136.18/19: Appointment of Northants CALC as Data Protection Officer to King's Sutton Parish Council: The Parish Council signed up to this service on 7th December 2018.

Minute no. 139.19/19: Thursday Bus: The Coach Operator provided a service on 20th and 27th December 2018 and has been booked provide a Thursday Bus each week until 18th April 2019. The Parish Council has the option to

continue the service. Aynho Parish Council has accepted the option to include Aynho in the Thursday bus route for the month of January at a cost of £21 per week and will review the situation to decide whether to continue until 18th April 2019. There will be no Friday Bus Service.

Minute No. 141.18/19: Flood Alleviation:

A. Pathfinder II: According to the Emergency Planning Officer, NCC the Flood Risk and Mitigation Report was out for consultation until 21st December 2018 to 'a few of our partners e.g. Environment Agency, Highways for comment on any of the recommendations'.

Minute No. 142.18/19: FG&P Recommendations:

B.1 Office Rent: The Treasurer of the Hall Management Committee was sent the counter-proposal on 7th December 2018, together with a request for information on how the rent for the parish office compares per square metre with a commercial figure for lettable areas.

B.2 Grant of Financial Assistance: The Chairman of King's Sutton Garden Club was informed on 7th December 2018 of the Parish Council's decision in respect of year-on-year awards.

B.3: New Homes Bonus Local Communities Scheme consultation: The Parish Council's response was submitted on 7th December 2018.

B.4: Cemetery Working Party: Mr Alcock gave his consent for his personal details to be passed on to Cllr Creed for the purposes of the Cemetery Working Party. This was done on 11th December 2018.

Minute No. 144.18/19:

A.1 Damage to Cyril Wheatcroft Memorial Seat on The Rec: Mr Dave Essex has offered to repair the bench free of charge when time permits. The seat was very wet and has been drying out in Mr Essex's workshop. The seat has lost a lot of its strength due to not having been treated after fitting. Mr Essex's generous offer to repair the bench has been gratefully accepted.

A.4 Adoption of Footway Lights at The Meadows: Northants Highways was informed on 11th December 2018 that the Parish Council was not aware of any remedial action that was required.

Minute No. 145.18/19B: Closure of Mill Lane on 19th December 2018: The failed trench and several potholes in the carriageway were repaired. Northants Highways was unable to carry out any other works on that day.

Minute No. 146.18/19: A2 Maps for display in the KSMMH: Costs for mounting the maps on polyboard and to laminate or encapsulate had been requested.

Minute No. 148/18/19: Resignation of Cllr Burne: The Chairman received Cllr Burne's letter of resignation on 7th December 2018. The Notice of Vacancy in the Office of Councillor for King's Sutton Parish Council was placed in the Parish Council Noticeboards on 13th December 2018. As the Order to postpone local elections in Northamptonshire does not come into effect until 14th January 2019 the vacancy was deemed to be within 6 months of the scheduled local elections (2nd May 2019) and as such the Parish Council is free to fill the vacancy by co-option, rather than invite 10 electors to request a poll.

Other:

1. Street Doctor Report URN 950438: No Through signpost at The Rec: The lean to the signpost was corrected on 11th December 2018, the damage having been reported on 17th July 2018.
2. South Northants Volunteer Bureau: Enquiry from the Northamptonshire Energy Savings Service (NESS) re. holding Energy Tariff Sessions in King's Sutton as part of outreach service.
3. SNC Wellbeing Map: An online resource to enable residents to find affordable activities in their locality. Information has been posted on the Parish noticeboards and submitted to the website.
Visit: www.southnorthants.gov.uk/wellbeing-map

Noted.

B. Chairman: Nil Report.

C. District Councillor: Nil Report.

D. County Councillor: No Report.

154.18/19 TO CONSIDER A RESPONSE TO THE FOLLOWING CONSULTATIONS:

A. The proposed reorganisation of Local Government in Northamptonshire (Ministry of Housing, Communities & Local Government. November 2018): (Ends: 25th January 2019)

(Draft proposed Response (as agreed at the Meeting held on 6th December 2018) (Minute No. 134.18/19A.1 refers) previously distributed. Hard copies available at the Meeting)

Agreed: That the proposed draft response, which was along the lines of the previous response (to the Future Northants consultation), was admirable and that the Parish Council should adopt it in its present form with enthusiasm.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Forde to Adopt the Response as drafted.

Action: the Clerk

B. Northamptonshire County Council's 2019-20 Budget Consultation:

(Ends: 23rd January 2019)

(information available online on NCC's consultation Register)

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Sykes to make No Response.

C. The proposed change to the provision of Northamptonshire Libraries and Information Services: (Ends: 8th February 2019)

(information available online on NCC's consultation Register)

Cllr Forde spoke to this item. Mr Brian Goodey, Middleton Cheney Library Supporters Group had no further information to add to that which was currently available online.

The Library at Middleton Cheney was run by 42 volunteers and was supported by NCC. Subject to the result of a referendum Middleton Cheney Parish Council intended to apply to the Public Works Loan Board for financial help. Accessibility is an issue for Middleton Cheney, being outside of the 5-mile radius from alternative proposed statutory provision.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Irving to explore possible ways and means to help Middleton Cheney Library.

Action:

- i) Cllr Forde (discuss with Mr Goodey)
- ii) the Clerk (contact the Clerk to Middleton Cheney Parish Council)

155.18/19 FINANCE SCHEDULE:

HSBC Bank Accounts	Bank Statement to 30.11.18	Cash Book to 27.12.18
Business Money Market	£62,918.85	£58,247.92
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
104831	KSM MH	Office rent, Room Hire Nov&Dec18	237.00	
104832	KSM MH	Room Hire, Youth Club, Nov&Dec18	235.00	
104844	Aylesbury Mains Ltd	Inv. 18710	£35.28	£5.88
104845	Banbury Litho Ltd	Inv. 26024	£720.00	
DD	BT plc	Phone bill Q049KH	£141.06	£23.51

To Approve

Cheque	Payee	Description	Amt (incl VAT)	VAT
104822	M Dempsey	Inv. Grasscutting		
104847	Cheney Coaches Ltd	Inv. 25843ThursBus13, 20, 27 Dec18	£345.00	
104848	KSPCC	Hire of Oman Room 03.01.19	£16.00	
104849	Aylesbury Mains Ltd	Inv. 18761	£20.88	£3.48
104850	MarcusYoungLandscapesLtd	Inv.2920 Dog Waste&Litter Services	£420.00	£70.00
104851	Bridson Kneale Assoc Ltd	Inv. Website Dec 2018	£144.00	£24.00
104852	E.ON	Electricity 01Oct - 31Dec18	£1,842.97	£307.16
104853	A Le Druillenec	Salary Month 10	£326.46	
DD	HMRC	Tax & NI Month 10	£357.01	
DD	NEST	Pension Month 10	£709.26	
104854	A Le Druillenec	IONOS Inv. 203016010795;dwgpins	£22.28	£3.65
Total			£4,203.86	£408.29

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

B. To Note Receipts:

Receipts	Type	Payer	Description	Amt
07.12.18	Cash	F Mitchell	Thursday Bus 29Nov18	£54.00 ¹
07.12.18	Cash	S Read-Maskell	Friday Bus 07Dec18	£27.00 ²
13.12.18	Cash	F Mitchell	ThursdayBus 13Dec18	£72.00 ³

Receipts	Type	Payer	Description	Amt
20.12.18	Cash	F Mitchell	Thursday Bus 20Dec18	£60.90 ⁴
27.12.18	Cash	S Read-Maskell	Friday Bus 21Dec18	£19.00 ⁵
27.12.18	Cash	F Mitchell	Thursday Bus 27Dec18	£36.00 ⁶
Total				£268.90

Notes on Passenger numbers and fares.

¹ 3pp (Aynho) (0)	+ 18pp (King's Sutton) (£54)
² 7pp (Aynho) (3=£15)	+ 4pp (King's Sutton) (£12)
³ 7pp (Aynho) (3=£15)	+19pp (King's Sutton) (£57)
⁴ 2pp (Aynho) (£10)	+17pp (King's Sutton) (£50.90) (extra service)
⁵ 6pp (Aynho) (£10)	+3pp (King's Sutton) (£9)
⁶ 3pp (Aynho) (0)	+12pp (King's Sutton) (£36)

Noted.

156.18/19 Casual Vacancies:

A. To Note the resignation of Cllr Burne:

Noted.

Agreed: To send a letter to Mr Burne in recognition of his service to the Parish Council.

Action: the Clerk

157.18/19 TRAINING: TO CONSIDER REQUESTS:

(Northants CALC 2019 Training Calendar previously distributed)

i) Induction course: The Off to a Flying Start sessions were at venues which were at some distance from King's Sutton.

Cllrs Read-Maskell and Wood were keen to attend this course, preferably at a more convenient venue.

Noted.

ii) 'Finance for Councillors' and 'Planning Nuts and Bolts': Cllr Creed would like places on both courses.

Action: the Clerk

158.18/19 PLANNING COMMITTEE:

A. Chairman's Report: Nil Report.

B. To consider Recommendations from the Meeting held at 7.00 p.m. on 3rd January 2019:

B.1 Application No. S/2018/2769/FUL

Proposal: Two storey, part single storey rear extension

Location: 10 Orchard Way, King's Sutton OX17 3PY

Recommendation B.1: To offer NO OBJECTIONS.

It was **Noted** that the application site was shown to include the whole of the curtilage of No. 10 Orchard Way which would include the site of the proposed new dwelling. The application gave no information as to the manner and timing of the replacement for the felled tree.

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

Agreed: To remind the Local Planning Authority about the felled tree.

B.2 Application No. S/20182722/TCA FOR INFORMATION ONLY

Proposal: Fell one conifer

Location: 1 Paradise, King's Sutton OX17 3RP

B.3 Application No. S/2018/2793/TCA FOR INFORMATION ONLY

Proposal: T1 Willow - Reduce crown height by one third and shape

Location: Rafters 19 Wales Street, King's Sutton OX17 3RR

B.4 Application No. S/2018/2843/TCA FOR INFORMATION ONLY

Proposal: T1 - Prunus (Cherry) - Fell

Location: The White Cottage, 5 Wales street, King's Sutton OX17 3RR

Applications B.2 - B.4 were **Noted**.

The Planning Committee had expressed concern over the thin level of detail provided by applications for works to trees in conservation areas and the consent process.

Agreed: To formulate a Parish Council document on issues of policy for submission to SNC.

Action: Cllr Forde assisted by the Planning Committee

159.18/19 TO SET THE BUDGET FOR 2019/2020:

A. To consider recommendations arising from the meeting of the Finance Governance & Policy Committee held 19th December 2018:

(draft Minutes previously distributed)

Cllr Irving spoke to this item.

Recommendation A.1: To set a Payments Budget for 2019/2020 of £84,560:

Minor amendments had been made to the draft Budget of £80,350.

(Minute No. 142.18/19C.1 and Minute No. FGP: 81.18/19A refer)

Category 7: Thursday Bus: 5% Bus Hire increase from 1st January 2019.

Budget 2019/2020: £5,200 (draft Budget £4,940)

Category 11.12: Election costs: Local elections deferred to May 2020.

Budget 2019/2020: nil (draft Budget: £50)

Category 13.2: Road Safety (\$106): Costs of VAS adaptations.

Budget 2019/2020: £4,000 (draft Budget: nil)

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Burrell to Approve a Payments Budget for 2019/2020 of £84,560.

Recommendation A.2: To set a Receipts Budget (excluding Precept) for 2019/2020 of £13,751:

One amendment had been made to the draft Budget of £9,751.

(Minute No. 142.18/19C.2 and Minute No. 81.18/19B refer)

Category 9.2: Road Safety (S106): Costs of VAS adaptations.

Budget 2019/2020: £4,000 (draft Budget: nil)

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Forde to Approve a Receipts Budget for 2019/2020 of £13,751.

160.18/19 TO SET THE PRECEPT FOR 2019/2020:

A. To consider recommendations arising from the meeting of the Finance Governance & Policy Committee held 19th December 2018:

(draft Minutes previously distributed)

Cllr Irving spoke to this item. (Minute No. FGP: 82.18/19 refers)

The estimated Council Tax Base for 2019/2020 was 2.27% higher than the actual Council Tax Base for 2018/2019.

An increase of 5.33% in the Precept for 2019/2020 would increase Council Tax by 3% and deplete General Reserves by £2,500.

Recommendation A.1: To set a Precept for 2019/2020 of £68,100:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Burrell to set a Precept for 2019/2020 of £68,100.

161.18/19 TO CONSIDER RESERVES:

A. To consider recommendations arising from the meeting of the Finance Governance & Policy Committee held 19th December 2018:

(draft Minutes previously distributed)

Recommendation A.1: To Apply for the re-allocation of £14,640 New Homes Bonus funds reserved for SNC for the Flood Alleviation Scheme it had been promoting and from which it had subsequently withdrawn, towards the purchase of land to extend King's Sutton Cemetery:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Dowling to Adopt Recommendation A.1.

Recommendation A.2: To redistribute Flood Alleviation designated Reserves -

A.2.1. To vire £5,000 to Cemetery Exceptional

A.2.2 To vire £5,000 to Play Area Renewal

A.2.3 To vire £30,000 to Traffic Calming

A.2.4 To Note that the FG&P Committee made No Recommendations at this stage in respect of CIL Reserves:

The Council had a total of £45,358 designated reserves for Flood Alleviation. If £40,000 was redistributed as recommended, £5,358 of reserves would be retained for Flood Alleviation.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Forde to Adopt Recommendations A.2.1 - A.2.3 and to Note A.2.4.

Cllr Irving was thanked for his work.

162.18/19 FLOOD ALLEVIATION: UPDATES:

A. Pathfinder II Project:

(Minute No. 153.18/19 Clerk's Report refers)

It was **Noted** that the Parish Council was not being consulted on the draft Flood Risk and Mitigation Investigation survey.

Cllr Wood had declared an interest in the next item.

B. Flood Relief Channel adjacent to Hampton Drive:

Cllr Forde reported.

Clarification from NCC and the landowner was needed on the culvert issues, including the channel and the gap to the side of the gate.

163.18/19 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:

A. Councillors For..:

A.1 Amenities:

A.1.1 Hedge, 49 Astrop Road: (Minute No. 151.18/19 Public Participation refers)

Cllr Dowling would pursue the matter.

A.2 Cemetery: Nil Report.

A.3 Communications: Nil Report.

A.4 Lighting: Cllr Burrell reported.

A.4.1 Faults: Lamp Nos. 12 and 12 Astrop Road, No. 2 Upper Astrop Road: The Lighting Contractor would attend to these on 4th January 2019.

A.5 The Rec: Nil Report.

A.6 Traffic Calming and Highways: Nil Report.

B. Wardens:

B.1 Rights of Way: Mrs Burrell had sent her Apologies.

B.1.1 AS10 (Hampton Lane): Gap to the side of the fence and gate. Query over safety issues and the need for a gate to be installed.

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: Date of next Meeting: 18th February 2019.

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

164.18/19 TO COMMENT ON ISSUES RELATED TO STREET AREAS:

A. Dairy Ground/Newlands:

i) Littering. Litter bins not emptied.

Agreed: To check the situation and report back.

Action: Cllrs Read-Maskell and Sykes.

ii) Hedge encroaching on footway.

Agreed: To report to Street Doctor.

Action: Cllr Read-Maskell

165.18/19 TO RECEIVE ITEMS FOR THE NEXT MEETING OF THE FINANCE GOVERNANCE & POLICY COMMITTEE (TUESDAY 15TH JANUARY 2019):

None.

166.18/19 TO RECEIVE ITEMS FOR THE NEXT MEETING (THURSDAY 7TH FEBRUARY 2019):

None.

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

167.18/19 MEETINGS VENUE: THAT, SUBJECT TO AVAILABILITY AND UNTIL THE COUNCIL SHALL DECIDE OTHERWISE, TO HOLD ORDINARY PARISH COUNCIL AND COMMITTEE MEETINGS IN THE ASTROP ROOM OF THE KING'S SUTTON MILLENNIUM MEMORIAL HALL:

Agreed:

i) That the Oman Room had served the Parish Council well

ii) To hold Ordinary Parish Council and Committee Meetings in the Astrop Room of the KSMMH, or if not available in the Sutton Room of the KSMMH.

The Meeting ended at 9 p.m.