

# **KING'S SUTTON PARISH COUNCIL**

King's Sutton Millennium Memorial Hall, Astrop Road, King's Sutton  
Banbury, Oxon OX17 3PG

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The **ANNUAL PARISH COUNCIL MEETING** of the  
**KING'S SUTTON PARISH COUNCIL**  
will be held on  
**THURSDAY 2<sup>ND</sup> MAY 2019**  
in the  
**ASTROP ROOM,**  
**KING'S SUTTON MILLENNIUM MEMORIAL HALL**  
at **7.30 P.M.**

**Members of the Public and the Press are invited to attend**

## **AGENDA**

### **Chairman's Announcement:**

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

1. To elect the Chairman of the Council.
2. To receive the Chairman's Declaration of Acceptance of Office, or if not received, to decide when it shall be received.
3. To elect the Vice-Chairman of the Council.
4. To Receive Apologies and Approve the Reasons for Absence.
5. To invite Declarations of Interest:
  - 5.1 Disclosable Pecuniary Interests
  - 5.2 Other/Personal/Non-Statutory Interests
  - 5.3 To receive Requests for Dispensations.
6. Public Participation: An opportunity for members of the public to address the Council on items listed on the Agenda.
7. To confirm the accuracy of the Minutes of the Meeting held 4<sup>th</sup> April 2019:
8. To Note Reports from:
  - 8.1 the Clerk
  - 8.2 the Chairman:
    - 8.2.1 Review of Annual Parish Meeting 2019
  - 8.3 the Vice Chairman
  - 8.4 District Councillor
  - 8.5 County Councillor

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9. To appoint the Responsible Financial Officer.
10. To Adopt the Terms of Reference and Receive nominations to Committees:
  - 10.1 Planning Committee. (Membership 6, Quorum 3)  
*Adjournment for first Meeting of the Planning Committee to elect the Chairman*
  - 10.2 Finance Governance & Policy Committee. (Membership 5 incl. Chairman, Vice Chairman, Planning Committee Chairman Ex Officio, Quorum 3)
11. To Adopt Remits and Appoint Councillors For:
  - 11.1 Amenities.
  - 11.2 Cemetery.
  - 11.3 Communications
  - 11.4 Lighting.
  - 11.5 The Recreation Ground
  - 11.6 Traffic Calming and Highways
12. To Adopt Remits and Appoint Wardens:
  - 12.1 Tree Warden.
  - 12.2 Parish Paths Wardens.
  - 12.3 War Memorial Warden.
13. Appointment of Parish Council Representatives:
  - 13.1 King's Sutton Playing Fields Association
  - 13.2 King's Sutton Millennium Memorial Hall Committee of Management
  - 13.3 Poor's Allotment Trust
14. To approve the Calendar of Meetings to May 2020:
15. Insurance Renewal effective from 1<sup>st</sup> June 2019:
  - 15.1 To Approve the renewal premium in the sum of £1,999.20.
16. Finance Schedule:
  - 16.1 To Approve the Payments.
  - 16.2 To Note Receipts.
  - 16.3 To revise the Bank Mandate.
17. To approve the Accounts for the YE 31<sup>st</sup> March 2019:
18. Annual Governance and Accountability Return 2018/19 Part 3:
  - 18.1 To consider the Internal Audit Service Report dated 11<sup>th</sup> April 2019
  - 18.2 To Note the completion of the Internal Audit Report 2018/19 (p3 AGAR)
  - 18.3 To Approve Section 1 - Annual Governance Statement 2018/19 (p4 AGAR)
    - 18.3.1 To consider the measures taken in support
  - 18.4 To Approve Section 2 - Accounting Statements 2018/19 (p5 AGAR):
    - 18.4.1 To Note the Bank Reconciliation to 31<sup>st</sup> March 2019
    - 18.4.2 To Note the Explanation of Variances

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- 18.4.3 To Note the Level of Reserves to 31<sup>st</sup> March 2019
- 18.5 Period for the Exercise of Public Rights: To Note:
  - 18.5.1 The commencement date
  - 18.5.2 The website publication date for the unaudited and signed Statements.
- 19. Training:
  - 19.1 Whole Council 'Best Foot Forward' development session:
    - 19.1.1 To consider organising an evening session at a cost of £234.
    - 19.1.2 To suggest the training content.
  - 19.2 To consider requests for places on other courses.
- 20. Planning:
  - 20.1 To consider Recommendations from the Meeting held at 7.00 p.m. on 2<sup>nd</sup> May 2019:
    - 20.1.1 Application No: S/2019/0704/FUL  
Proposal: Raising of roof pitch and loft conversion  
Location: Little Bank, 4 Richmond Street, King's Sutton. OX17 3RS
    - 20.1.2 Application No: S/2019/0712/TCA (FOR INFORMATION)  
Proposal: 50% reduction on height of leylandi trees to boundary of garden at property  
Location: Spring Cottage, 61-63 Astrop Road, King's Sutton OX17 3PS
- 21. Consultation on SNC draft Housing Strategy: To consider a response.
- 22. Councillor and Warden Reports: To receive Reports and put Questions to:
  - 22.1 Councillors For...:
    - 22.1.1 Amenities
    - 22.1.2 Cemetery
    - 22.1.3 Communications
    - 22.1.4 Lighting
    - 22.1.5 The Rec
    - 22.1.6 Traffic Calming and Highways:
  - 22.2 Wardens:
    - 22.2.1 Rights of Way:
    - 22.2.2 Trees
    - 22.2.3 War Memorial:
  - 22.3 Representatives:
    - 22.3.1 King's Sutton Playing Fields Association:
      - 22.3.1.1 To Note that the KSPFA have accepted the costs appertaining to the provision, installation and servicing of a dog waste bin
        - 22.3.1.1.1 To place an order with the Contractor.
    - 22.3.2 King's Sutton Millennium Memorial Hall
    - 22.3.3 Poor's Allotment Trust
- 27. To comment on issues related to Street Areas:

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28. To Receive items for the next Meeting of the Finance Governance & Policy Committee (14<sup>th</sup> May 2019):

29. To Receive items for the next Meeting (Thursday 6<sup>th</sup> June 2019):

Signed:  Date: 26<sup>th</sup> April 2019  
Clerk