

**KING'S SUTTON PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD  
AT 7.30 P.M. ON THURSDAY 7<sup>th</sup> NOVEMBER 2019  
IN THE ASTROP ROOM,  
KING'S SUTTON MILLENNIUM MEMORIAL HALL**

**PRESENT:** Cllrs R Burrell (Chairman), A Alcock, R Field, T Forde, R Irving, S Read-Maskell, D Wood, J Woodford

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

**IN ATTENDANCE:** Mrs E Hart (Clerk), 5 members of the public

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

**103.19/20 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:**

Apologies had been received from Cllrs. M Bailey, J Creed, R Sykes.

**RESOLVED:** To approve the reasons for absence as submitted.

**104.19/20 TO INVITE DECLARATIONS OF INTEREST:**

**A. Disclosable Pecuniary Interests:**

None.

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

None.

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

None.

**105.19/20 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:**

Items raised concerning buses, damage to driveway due to heavy goods traffic, parking on grassy areas.

**Noted** that Stagecoach run a service between Banbury and Brackley which could perhaps divert through King's Sutton.

**106.19/20 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD 3<sup>rd</sup> OCTOBER 2019:**  
(previously distributed)

**RESOLVED:** To approve the minutes of the Council Meeting held 3<sup>rd</sup> October 2019.

**107.19/20 TO NOTE REPORTS FROM:**

**A. the Clerk:**

Minute No. 91.19.20

Update on HSBC banking issue – cheque 104952 had also bounced due to the “auto-sweep” working in reverse and draining the community account back to a balance of £1. Cllr Irving had cancelled the auto-sweep, and re-transferred funds - a fourth cheque (104953) was raised to M. Dempsey. Charges of £45 had been waived by HSBC.

A gift was purchased for the affected contractor (on finance schedule).

Minute No. 93.19/20

No relevant courses currently on the Northants CALC website – enquiry email sent to the new training manager.

Minute No. 95.19/20 B.

The new unity bank account has been opened with cheques 104961 - £500 submitted with application and cheque 104962 - £9500 sent once set up. Payments to be made via BACS once four cheques have cleared. Four authorising signatories have been set up with the Clerk having online access to view the account and set up payments which will be authorised online by two signatories. KST editor has been notified as have the funeral directors (for BACS payments into the account)

Minute No. 96.19/20

The seasonal Tuesday bus has been booked by Aynho and a timetable is displayed on the noticeboards and at the coffee mornings.

A meeting was held on Friday 18th October with Cllr Irving, the Clerk, Ability Northants and NCC to discuss the possibility of providing an ongoing minibus service (this would be from 31st December).

Minute No. 97.19/20

A.1 Cllr Read-Maskell was provided with a list of amenities and identified a cleaning issue with the bus shelters (now resolved).

A.5.1 Parishioner contacted and is considering the costings

A.5.2 – letter was sent to Mr Dowling thanking him for volunteering to be Rec Warden

A.6 – response awaited from NCC regarding the new pole order.

B.2 – information requested from Grand Union Housing regarding suitable plots for tree planting.

Minute No. 98.19/20 Response sent to BTC (07/10/19) reference invitation to Annual Remembrance Parade

Minute 100.19/20 – Parachute Plane - apologetic letter received from Hinton Airfield following the complaint being raised.

Minute 101.19/20 – “Jitty” gate -new latch/spring requested. Flooding issue – correspondent contacted, and Thames Water notified of drain cover issue.

**Noted.**

The Chairman thanked the clerk for her report.

**B. the Chairman:**

Cllr Burrell confirmed that the Clerk’s 3-month review, marking the end of her probationary period, had been arranged and a report would be submitted to the November FG&P Meeting.

**Noted.**

Cllr Burrell reported on the Northants CALC AGM which had been attended by over 150 people from 50 parishes. The CEO from Cornwall CALC had spoken on “life after unitary” and the CEO of CALC had emphasised that the organisation is now recognised as a body with authority. Danny Moody had discussed his vision of building communities when the unitary authority is created by the introduction of a community partnership office to build strong relationships with parish councils.

**Noted.**

Cllr Burrell drew attention to the defibrillator training which was to take place on Saturday 30<sup>th</sup> November. Twenty eight residents had booked on to the course; Councillors were invited to approach Cllr Burrell if they wished to attend.

**Noted** that publicity given to the course on the website and Social Media had prompted a wave of reservations.

**C. District Councillor:** Cllr Hopkins had sent his apologies. **No Report.**

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

108.19/20

**FINANCE SCHEDULE:**

	<b>31.10.2019</b>
Unity Trust Bank	£500.00
HSBC: Business Money Manager Account:	£68,065.43
HSBC: Community Account: £1.00	£13,387.63
HSBC: Money Market Account:	£164,598.06

**A. To note the new banking arrangements**

**Noted** that the Unity Account was now open, with two signatories having completed authorisation to dually approve payments. Most of the payments would be via BACS.

**B. To consider making a donation for the Poppy Wreath**

**RESOLVED:** To approve a donation for the Poppy Wreath of £30.

**Noted** that Cllr Burrell would attend the Sunday service and Bill Dowling the Monday service.

### C. To ratify and approve the payments:

To Ratify					
Date	Cheque Payee	Description	Amt (incl VAT)	VAT	VAT Reg No.
16.11.2019	DD NEST	November pension contributions	£46.27		
To Approve					
Date	Cheque/BACS Payee	Description	Amt (incl VAT)	VAT	VAT Reg No.
07.11.2019	BACS Aylesbury Mains Ltd	Lighting repairs invoice 19450	£60.72	£10.12	322 7491 57
07.11.2019	BACS Aylesbury Mains Ltd	Lighting repairs invoice 19466	£63.72	£10.62	322 7491 57
07.11.2019	BACS Aylesbury Mains Ltd	Lighting repairs invoice 19496	£60.72	£10.12	322 7491 57
07.11.2019	BACS Cheney CoachesLtd	Thursday bus invoice 27255	£605.00		
07.11.2019	BACS Marcus Young Landscapes Ltd	Inv 3190	£486.24	£81.04	650673044
07.11.2019	BACS Bridson Kneale Assoc Ltd	Inv. Webhosting October 2019	£144.00	£24.00	623 7323 55
07.11.2019	BACS EON	October Statement	£2,327.05	£387.84	559 0978 89
07.11.2019	BACS E Hart	Expenses as detailed	£42.32		
07.11.2019	BACS Dempsey	Grass Cutting	Awaiting		
06.11.2019	300001 KSMMH	September Youth Club	£245.00		
06.11.2019	300001 KSMMH	October Youth Club	£245.00		
06.11.2019	300001 KSMMH	September Room Hire	£150.00		
06.11.2019	300001 KSMMH	October Room Hire	£160.00		
06.11.2019	300002 The Royal British Legion Poppy Appeal	Supply of Wreath Donation	£30.00		
25.11.2019	BACS E Hart	November wages	£1,031.67		
06.12.2019	BACS HMRC	PAYE and NI	£177.53		
<i>Note that HSBC cheques 104961 (£500) and 104962 (£9500) have been issued to transfer £10,000 from HSBC to the new Unity account</i>					
<i>All cheques issued henceforth will be Unity cheques unless indicated otherwise.</i>					
<b>Total</b>			<b>£5,875.24</b>	<b>£523.74</b>	

**RESOLVED:** To ratify and approve all payments above.

### D. To Note Receipts:

Receipts	Type Payer	Description	Amt
26.09.2019	Cheque Humphris Ltd	Memorial Stone	£74.00
03.10.19	Cash S Read-Maskell	Thursday Bus 3rd October 2019	£54.00
11.10.19	Cash S Read-Maskell	Thursday Bus 10th October 2019	£67.00
12.10.19	BACS KST Times Advertiser		£55.00
17.10.19	Cash V Craddock	Thursday Bus 17th October 2019	£84.00
23.10.19	Cheque Aynho Parish Council	Invoice 6 (Aug)	£103.00
24.10.19	Cheque Humphris Ltd	Interment	£89.00
24.10.19	Cash S Read-Maskell	Thursday Bus 24th October 2019	£60.00
31.10.19	Cash S Read-Maskell	Thursday Bus 31st October 2019	£89.00
31.10.19	BACS KST Times Advertiser		£16.50
<b>Total</b>			<b>£691.50</b>
BACS Receipts on September statement			
17.09.19	KST Times Advertiser		£55.00
19.09.19	SNC	Precept	£34,050.00
26.09.19	KST Times Advertiser		£22.50
30.09.19	Interest		£29.16

Notes on passenger numbers and fares:

5ppA (£5)	15ppKS (£45)	1ppC (£4)		APC owed £1
4ppA (£0)	21ppKS (£63)	1ppC (£4)		
5ppA (£5)	24ppKS (£72)	1ppC (£4)	1ppT (£3)	APC owed £1
4ppA (£0)	20ppKS (£60)			
4ppA (£0)	27ppKS (£81)	2ppC (£8)		

**Noted.**

**109.19/20 TRAINING:**

**A. To receive requests for training on specific topics or places on available courses.**

None.

**110.19/20 PLANNING:**

**A. Chairman's Report.** Nil report.

**B. To consider Recommendations from the Meeting held at 7.00 p.m. on 7<sup>th</sup> November 2019:**

**B.1 Application No. S/2019/ S/2019/1887/FUL**

Proposal: Internal remodelling, replacement garage, rear first floor extension and extended loft space.

Location: 41 Astrop Road Kings Sutton OX17 3PP

Recommendation B.1: To have no objections to the application

**RESOLVED:** To adopt recommendation B.1.

**C. CPRE Planning Roadshow:****C.1 To receive commentary report**

The Meeting **noted** the excellent report circulated by Cllr Bailey.

**111.19/20 BUS SERVICES: TO REVIEW CURRENT SERVICE AND IDENTIFY ANY FURTHER REQUIREMENTS FOLLOWING RECEIPT OF A REQUEST FROM A PARISHIONER.**

**A. To review the current Thursday bus arrangement with Cheney Travel and to consider extending the service for a further six months**

**Noted:** the grants application from the New Homes Bonus funds had been unsuccessful.

**Noted:** the Ability bus was too small to carry all the Thursday passengers although Ability had suggested using a second minibus. Cherwell Valley were apparently going to run a bus on a Thursday to Banbury twenty minutes after the Cheney Travel coach which could impact negatively on the Cheney service.

**Noted:** that if other organisations were to provide services, this could save the Parish Council up to £3,000 per annum.

It was felt very important that service reliability must continue, if other providers were used in the future.

**RESOLVED:** To extend the agreement with Cheney Travel to the end of March 2020.  
To enquire whether the Stagecoach service 500 could divert to King's Sutton.  
To arrange a meeting with Mark Stubbington of Cherwell Valley to discuss his proposed services.

**Action: the Clerk**

**B. To note the arrangements for the Tuesday Seasonal Minibus service (5th November - 24th December 2019)**

**Noted** that costs for the service would be split 50:50 between Aynho and King's Sutton with any surplus from the Aynho side being transferred to King's Sutton to help offset the Thursday bus.

**C. To consider making provision for an ongoing Tuesday minibus provided by Ability Northants and raising a payment of £500 to do so**

**RESOLVED:** To review the passenger numbers on the Tuesday bus and any deflection effect on the Thursday bus at the December meeting in order to consider making provision for an ongoing Tuesday minibus with Ability

**112.19/20 CASUAL VACANCY - TO CONSIDER EXPRESSIONS OF INTEREST**

**None received.**

**113.19/20 TO CONSIDER THE NEED TO PROMOTE CANDIDACY IN THE MAY 2020 ELECTIONS**

**Noted** that an Open Evening had previously proven successful in attracting new candidates. The last contested election was thought to have been in 1984.

**RESOLVED:** That current Parish Councillors should consider indicating whether they intended to stand for election in May 2020 at the January meeting to provide an indication of current interest in the elections and of how much work would be required to ensure a good number of candidates.

**114.19/20 TO CONSIDER THE FREEDOM OF THE PARISH POLICY**

**RESOLVED:** That Walter Mullis should be presented with this award, in recognition of his heavy involvement in village organisations over many years.

**115.19/20 TO CONSIDER SUPPORTING THE ENVIRONMENT AGENCY'S FLOOD ACTION CAMPAIGN**

**Noted** that the campaign had been postponed due to the general election.

**Noted** that the National Flood Forum was inviting comments regarding its policy on surface water drainage assets; Cllr Forde would consider whether a response was necessary.

**116.19/20 TO CONSIDER ENTERING THE 2020 NORTHAMPTONSHIRE VILLAGE AWARDS**

**RESOLVED:** That King's Sutton would not enter the Village Award but would consider at the January meeting whether to enter the category of "Creative Use of Communal Space"

**117.19/20 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:**

**A. Councillors For...**

**A.1 Amenities:** Cllr Read-Maskell reported that the jitty gate had been fixed and the condition of the bus shelters had improved after a complaint was made.

Noted that the signs to the Little Rushes development were still in place; this was felt to be due to one house remaining on the market.

**A.2 Cemetery:** Cllr Alcock would paint the gate in the spring.

**A.3 Communications:** The Clerk would request that the campaign to promote voting was highlighted on the website.

**A.3.1 Map of local Footpaths:** Cllr Wood distributed Draft copies and requested comments be returned by 21<sup>st</sup> November.

**A.4 Lighting:** Cllr Field would check a report regarding Balmoral Way.

**A.5 The Rec**

No general issues raised.

**A.5.1.** Update on enquiry from parishioner wishing to consider providing 2 No Picnic bench requesting approval and details of costing

**Noted** that the Clerk would inform that Parish Council when she received a further update.

**A.5.2** To consider a request to provide a skateboard ramp

It was clarified that the original ramp had been removed due to vandalism and unwanted activities in its vicinity.

**Noted** that there was a large skate park in Banbury although access to it for teenagers might not be easy due to the costs of travelling.

**RESOLVED:** To invite the parishioner (s) making the request to the December meeting to put forward their wishes in more detail.

**Action: the Clerk**

**RESOLVED:** To investigate prices of suitable equipment for consideration at the December meeting.

**Action: Cllr Field**

**A.6 Traffic Calming and Highways:** **Noted** that the post was now in place and that the Clerk would follow up on the equipment.

**B. Wardens:****B.1 Rights of Way:** Dave Hall had sent through a report**Noted** that he would speak to the Clerk with further information regarding a gate across a stile.**Noted** that Dave Hall was following up on a response Highways had given regarding no signage to denote a right of way which he felt was unsatisfactory.**B.2 Trees:** including consideration of the “Woodland Trust – 1 million pledge**Agreed:** to consider at the January meeting in response to Cllr Bailey’s proposal (previously distributed)**B.3 War Memorial:** **Noted** that arrangements for the Remembrance Service had been made.**C. Representatives:****C.1 King's Sutton Playing Fields Association:** to consider the request to have a PC representative trustee**RESOLVED:** To respond, requesting a copy of their Constitution in order to establish the duties of a trustee**C.2 King's Sutton Millennium Memorial Hall:** Noted that the Trustees’ Meeting would take place on 18<sup>th</sup> November.**C.3 Poor's Allotment Trust:** Nil Report.**118.19/20 TO CONSIDER PASSING A MOTION IN SUPPORT OF THE LOCAL ELECTRICITY BILL****Agreed:** to defer to the January meeting, pending approval of a climate change policy.**119.19/20 TO NOTE THE CONTENT OF THE NORTHAMPTONSHIRE STRUCTURAL CHANGES ORDER 2019 DOCUMENT (SCO).****Noted.****120.19/20 TO COMMENT ON ISSUES RELATED TO STREET AREAS INCLUDING DAMAGE ON RED LION STREET, VEHICLE DAMAGE IN THE BULLS LANE/SPINNEY BANK AREA AND PARKING ON ORCHARD WAY****Regarding Red Lion Street**A proposal from Highways had also been received and was reviewed. It was **noted** that white lines were not enforceable.



**RESOLVED:** that the Clerk instruct Highways to remove the existing sign and replace with a larger one in the design suggested.

**Regarding uneven pavements**

**RESOLVED:** that the Clerk forward instructions on how parishioners could report instances.

**Regarding Spinney Bank**

**Noted** and felt that the parishioner might consider requesting Highways to determine a suitable course of action.

**Regarding Orchard Way**

**Noted** that the Clerk would contact Grand Union Housing.

**121.19/20 FINANCE GOVERNANCE & POLICY COMMITTEE MEETING (TUESDAY 19<sup>TH</sup> NOVEMBER 2019):**

**A. To receive 2020/2021 Budget proposals from Councillors For, and Wardens**

**None.**

**B. To receive other items for the Agenda**

**None**

**122.19/20 TO RECEIVE ITEMS FOR THE NEXT MEETING (THURSDAY 5<sup>TH</sup> DECEMBER 2019):**

**No items.**

**Noted** that King's Sutton Gardening Club may close if no new volunteers come forward which would result in neither King's Sutton in Bloom nor an August Show being able to take place.

The Meeting closed at 9:20 p.m.