

**KING'S SUTTON PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD  
AT 7.30 P.M. ON THURSDAY 5<sup>th</sup> MARCH 2020  
IN THE ASTROP ROOM,  
KING'S SUTTON MILLENNIUM MEMORIAL HALL**

**PRESENT:** Cllrs R Burrell (Chairman), A Alcock, M Bailey, J Creed, R Irving,  
S Read-Maskell

**ABSENT:** Cllrs T Forde, R Field, R Sykes, D Wood, J Woodford

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

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

**179.19/20 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR  
ABSENCE:**

Apologies had been received from Cllrs T Forde, R Field, R Sykes, D Wood,  
J Woodford.

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

**180.19/20 TO INVITE DECLARATIONS OF INTEREST:**

**A. Disclosable Pecuniary Interests:**

None.

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

None.

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

None.

**181.19/20 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS  
OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED  
ON THE AGENDA:**

Item raised included a planning application due to be considered, dangerous  
parking/driving in front of the Cooperative shop, and rights of way.

**182.19/20 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE  
PARISH COUNCIL MEETING HELD 6<sup>th</sup> FEBRUARY 2020:  
(previously distributed)**

**RESOLVED:** To approve the presented minutes of the Council Meeting held 6<sup>th</sup> February 2020, noting text description amendments in the finance schedule from the original draft.

**183.19/20 TO NOTE REPORTS FROM:**

**A. the Clerk:  
Matters Arising:**

Minute 167.19/20 Training

There is a “Planning Nuts and Bolts” course on Tuesday 6<sup>th</sup> October at Moulton Community Centre, The Reedings, Sandy Hill Lane, Moulton. Details have been circulated; currently one KS Councillor, (Cllr Woodford) is booked on the course.

Minute 171.19/20 Bus Services

New Tuesday bus – Ability Northants attended the Friday coffee morning to answer questions and distribute registration forms. To date in excess of 25 people have registered and further enquiries have been received from some parishioners who do not currently use the Thursday bus. Ability have placed timetables and information in the bus shelters and information is also on the website, in the Millennium Hall and on Parish notice boards. Ability has confirmed that assistance dogs may travel on the minibus as long as they do not block the aisle.

An invoice from Ability has been received, 50% of which is presented for payment.

Cheney Travel have confirmed that they are happy to continue the Thursday service until at least the end of May 2020 and Aynho and Newbottle and Charlton Parish Councils have been updated on our bus arrangements.

Minute 173.19/20

Cllr Woodford has forwarded a paper for the Community Emergency Flood Plan to be considered by the FG+ P Committee.

Minute 174.19/20

Field Names Map -an advert was placed in the KST; no responses received to date.

Minute 175.19/20

Elections - an advert was placed in the KST; one expression of interest received to date.

Minute 176.19/20

A3 Footpaths Map – 4 paper proofs have been received and an invoice for artwork is presented for payment.

A4 Lighting – lights are not cleaned unless they are being repaired; Aylesbury Mains has stated that this is the most cost-effective method. If a light is dull, they suggest looking at the lamp and cover together to determine whether a new bulb is needed as well as a clean.

## Other

### Cemetery

The final position of the bench to be donated to has been agreed (following approval in principle Minute 157.19/20A.2) and the Funeral Directors informed of the location and proposed installation method.

High winds have left debris on the paths which requires attention along with some larger branches. The noticeboard polycarbonate requires replacing as it is cloudy. Noted that vegetation is starting to grow across the entrances.

The extension to the Garden of Remembrance needs to be marked out as few plots remain on the existing section.

**“Jitty” gate latch** – a quotation of £220 has been received from Dave Essex to adapt the gate in order to fit a hydraulic gate closer.

**RESOLVED:** To accept the quotation and instruct the work to be completed.

### Noted.

The Chairman thanked the clerk for her report.

### B. the Chairman:

Cllr Burrell informed the meeting that there had been a further occasion for the defibrillator at the Millennium Hall to be fetched anticipating use but it was not actually used.

### C. District Councillor: No Report

### D. County Councillor: No Report

## 184.19/20 FINANCE SCHEDULE:

	31.01.20	29.02.20
Unity Trust Bank	£3,047.98	£7,543.63
HSBC: Business Money Manager Account:	£60,787.23	awaiting statement
HSBC: Community Account: £1.00	£1,841.93	awaiting statement
HSBC: Money Market Account:	£164,938.26	awaiting statement

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

To Ratify					
Date	Cheque/DD/BACS Payee	Description	Amt (incl VAT)	VAT	VAT Reg No.
25.03.20	DD NEST	March pension contributions	£46.27		
26.02.20	DD BT	Broadband Services	£147.24	£24.54	GB245 7193 48
To Approve					
Date	Cheque/BACS Payee	Description	Amt (incl VAT)	VAT	VAT Reg No.
06.03.20	BACS Ability	Bus service donation (50% due April 20)	£250.00		
06.03.20	BACS Cheney CoachesLtd	Thursday bus invoice 27783	£484.00		
06.03.20	BACS Marcus Young Landscapes Ltd	Invoice 3333	£562.80	£93.80	650673044
06.03.20	BACS Bridson Kneale Assoc Ltd	Inv.Webhosting February 2019	£144.00	£24.00	623 7323 55
06.03.20	BACS E Hart	Expenses as detailed	£11.36	£1.89	various
25.03.20	BACS E Hart	March wages	£1,031.87		
06.03.20	BACS Aylesbury Mains	Lighting repairs - invoice 19765	£77.16	£12.86	332 7491 57
06.03.20	BACS Aylesbury Mains	Lighting repairs - invoice 19787	£102.48	£17.08	332 7491 57
06.03.20	BACS Banbury Litho	KST March 2020	£720.00		
06.03.20	BACS NorthantsCALC	Community Flooding x2 Invoice 0258	£72.00		
06.03.20	BACS NorthantsCALC	Audit Workshop Invoice 0272	£36.00		
06.03.20	BACS Global Mapping	Artwork and proof delivery - KS Leaflet	£1,490.00	£240.00	786930282
06.04.20	BACS HMRC	PAYE and NI Month 12	£177.33		
		<b>Total</b>	<b>£5,352.51</b>	<b>£414.17</b>	

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

**B. To Note Receipts:**

Receipts	Type Payer	Description	Amt
05.02.20	BACS HMRC	VAT return claim (April - October 2019)	£1,983.47
06.02.20	Cash S Read-Maskell	Thursday Bus 6th February 2020	£57.00
07.02.20	Chq Aynho PC	Thursday Bus Invoice 10 (Dec)	£57.00
13.02.20	BACS NCC	Grass Mowing	£710.18
14.02.20	BACS Edd Frost and Daughters	Interment	£89.00
24.02.20	Cash S Read-Maskell	Thursday Bus 13th February 2020	£49.00
24.02.20	Cash S Read-Maskell	Thursday Bus 20th February 2020	£43.00
27.02.20	Cash S Read-Maskell	Thursday Bus 27th February 2020	£40.00
		<b>Total</b>	<b>£3,028.65</b>

Notes on passenger numbers and fares:

06.02.20	Thursday Bus 6th February 2020	£57.00	3ppA (£5)	16ppKS (£48)	1ppC (£4)	APC owed £5
24.02.20	Thursday Bus 13th February 2020	£49.00	2ppA (£0)	15ppKS (£45)	1ppC (£4)	
24.02.20	Thursday Bus 20th February 2020	£43.00	4ppA (£0)	13ppKS (£39)	1ppC (£4)	
27.02.20	Thursday Bus 27th February 2020	£40.00	3ppA (£0)	13ppKS (£39)	1ppC (£4)	

**Noted.**

**185.19/20 REVIEW OF THE ASSET REGISTER**

**RESOLVED:** To approve a sum of £237,169.50 noting the register had been amended to include the purchase of an office lamp.

**186.19/20 TRAINING:**

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

**Noted** that Cllr Woodford was booked on to the next “Planning Nuts and Bolts” course. No Councillors present at the meeting wished to attend.

**187.19/20 PLANNING:**

**A. Chairman’s Report.**

No additional report (Cllr Forde not present)

**B. To consider Recommendations from the Meeting scheduled to be held at 7.00 p.m. on 5<sup>th</sup> March 2020:**

**B.1 Application No. S/2020/0082/MAF**

Proposal: Removal of farm buildings adjoining farmhouse, replace with new community building and farm machinery barn. Construction of new farm buildings comprising 2 no barns to house farm animals, office and detached hay barn. Re-construction of original barn 4. Instillation of micro-hydro generator to mill stream. Retrospective application for 2 no timber religious

assembly buildings. Replacement gates, new recycling compound, associated external works, hard standing, access road and parking.

Location: Mill House Farm Mill House Farm Mill Lane Kings Sutton OX17 3Q

No recommendation received, as the scheduled meeting of the Planning Committee had not been quorate.

**RESOLVED:** To OBJECT to the application on the following grounds:

The exact nature, size, and scope of the development is not defined sufficiently clearly in the application.

The Parish Council shares the concerns highlighted by the Planning Policy Team regarding the inconsistency of the development with both adopted and emerging development plan policies.

The development consists partly of new farm buildings in a Special Landscape Area which should be sympathetic to the surrounding area.

### **B.2 Application No S/2020/0156/PA**

Proposal: Determination as to whether prior approval is required (under Class R of Part 3 of the above Order) for the change of use of (an) agricultural building(s) to a flexible use falling within Class A1 (shops), Class A2 (financial and professional services), Class A3 (restaurants and cafes), Class B1 (business), Class B8 (storage or distribution), Class C1 (hotels) or Class D2 (assembly and leisure) in respect of: the transport and highways impacts of the development; noise impacts of the development, contamination risks on the site ;and flooding risks on the site.

Location: Twyford Farms Ltd Astrop Park Farm Astrop Park Kings Sutton OX17 3QN

No recommendation received, as the scheduled meeting of the Planning Committee had not been quorate.

**RESOLVED:** To OBJECT to the application, noting that the change of use would result in noise of a non-agricultural type i.e industrial, close to a designated conservation area. In addition, the Parish Council shares the concerns of Highways regarding parking provision for a mix of agricultural and non-agricultural vehicles

### **B.3 Application No S/2020/0199/FUL**

Proposal: Detached dwelling and garage

Location: 50-60 Richmond Street Kings Sutton OX17 3RT

No recommendation received, as the scheduled meeting of the Planning Committee had not been quorate.

**RESOLVED:** To have no objections to the proposal and to note the high quality of the proposed accommodation

### **B.4 Application No S/2020/0184/FUL**

Proposal: Porch, extension to garage and first floor extension, single storey rear extension.

Location: 23 Hampton Drive Kings Sutton OX17 3QR

No recommendation received, as the scheduled meeting of the Planning Committee had not been quorate

**RESOLVED:** To OBJECT to the application due the fact that the proposed development extends out in front of the existing building line. The Parish Council has no objections to the rear extension.

## **B.5 Consultations**

### **B5.1 South Northamptonshire Part 2 Local Plan – Modifications**

#### **Consultation: to comment**

No recommendation received, as the scheduled meeting of the Planning Committee had not been quorate.

The consultation was **noted**.

### **B5.2 West Northamptonshire - Strategic Land Availability Assessment Methodology – Technical Consultation Document: To comment**

No recommendation received, as the scheduled meeting of the Planning Committee had not been quorate.

The consultation was **noted**.

B.6 CPRE Planning Roadshow 2020 – to note date (2nd April 2020) and consider sending up to two councillor representatives

No recommendation received, as the scheduled meeting of the Planning Committee had not been quorate.

**Noted** that the Roadshow clashed with the date of the next Parish Council Meeting; no Councillors present wished to attend.

## **188.19/20 BUS SERVICES: TO RECEIVE UPDATE ON ABILITY BUS SERVICE**

The points in the Clerk's report were noted; it was felt that the service had made a promising start. It was noted that some customers had commented that if the service was to go via Banbury Gateway, there would be less shopping time for those going into Banbury centre.

**Action:** Cllr Read-Maskell to confirm the route with AbilityNorthants.

## **189.19/20 TO CONSIDER THE CREATION OF A COMMUNITY GARDEN**

**Noted** that a suggestion had been received from a parishioner to form a community garden in the area of Windsor Gardens. A suggested planting scheme was received from a member of the public.

**RESOLVED:** To defer discussion to the April meeting in order to ascertain the ownership of the land in question and to gauge the thoughts of nearby residents.

**Action: the Clerk (land ownership)**

**Action: Cllr Creed (volunteers, opinions of residents)**

**190.19/20 VEHICLE ACTIVATED SIGNS: TO CONSIDER THE NEW QUOTE FROM TMS AND DETERMINE FURTHER ACTIONS**

Item **deferred** as the updated quote had not been received by the Parish Council.

**191.19/20 FLOODING:**

**A. To note the report from Cllrs Irving and Forde regarding a meeting discussing the Little Rushes flooding issues**

**Noted;** it was commented that the report was excellent. (The report would be reviewed at the next Finance Governance and Policy Meeting)

**B To consider any additional flooding-related items to be reviewed at the March Finance Governance and Policy Meeting**

**No additional items presented.**

**Noted** that it appeared that measures undertaken in Wales Street had been successful although there had been no periods of sustained torrential rain.

**192.19./20 ELECTIONS 2020: TO DETERMINE ANY ACTIONS NECESSARY IN PREPARATION FOR THE ELECTION**

**Noted** that the Open Evening for prospective candidates is scheduled for 19<sup>th</sup> March and that Cllrs Burrell, Irving and Read-Maskell were intending to attend.

**193.19/20 ANNUAL PARISH MEETING 2020**

**A. To consider items for the Agenda**

**Noted** that a trustee from Brackley Community Hospital Trust is attending.

**RESOLVED:** To invite the County Councillor, District Councillor and representatives from the Police and to promote the event on the website.

**Action: the Clerk**

**B. To set a deadline for receipt of reports**

**Agreed** that reports should be submitted to the Clerk by Thursday 2<sup>nd</sup> April.

### C. To discuss arrangements

**Agreed** that the meeting would commence at 7:30pm and last approximately 1.5 hours with reports available to read by members of the public.

#### 194.19/20 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:

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

**A.1 Amenities:** – no issues raised.

Noted that all three noticeboards requirement replacement polycarbonate.

**RESOLVED:** To request a quote for repair.

**Action: the Clerk.**

**A.2 Cemetery:**

**Noted** that vegetation requires cutting back and fallen branches removing.

**RESOLVED:** To request that the grass cutting contractor completes the required works.

**Action: the Clerk.**

**Noted** that stakes are required to mark out a new section.

**RESOLVED:** To purchase suitable marking equipment.

**Action: the Clerk.**

**A.2.1. Installation of a memorial bench**

**Noted** that this had been arranged.

**A.3 Communications:**

**Field Names Map** – Cllr Burrell highlighted that the Parish Council holds the enclosure map which might be useful.

**A.3.1 Map of local Footpaths:** the Draft Map was considered to be of an exceptional standard. Specific comments would be returned to Cllr Wood.

**A.4 Lighting:**

**Noted** that electrical testing was due in 2021 and would require specific budgetary provision.

**A.5 The Rec:** no issues raised.

**A.6 Traffic Calming and Highways:** no issues raised

##### B. Wardens:

**B.1 Rights of Way:** a map highlighting a proposed permissive footpath from Charlton to King's Sutton was submitted by the Footpaths Warden.

**Noted.**

**B.1.2 Creation of access to the canal from the old Cheltenham cutting**

**Agreed** that the Finance, Governance and Policy Committee would review this project at their March meeting.

**B.2 Trees:**

**Noted** that an ash tree on Banbury Lane was causing concern.

**Agreed** that Cllr Bailey should email details to the Clerk.

**B.3 War Memorial:** no issues raised

##### C. Representatives:

**C.1 King's Sutton Playing Fields Association:** nil report.



**C.2 King's Sutton Millennium Memorial Hall:**

**Noted** that the AGM would take place on Monday 20<sup>th</sup> April at 7:30pm

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

**195.19/20 TO COMMENT ON ISSUES RELATED TO STREET AREAS****A. To receive update on the issue of overhanging hedges**

**Noted** that Cllr Burrell had carried out a survey of the issue and would discuss his findings with the Clerk.

**B. Parishioner proposal to request a pavement along a section of Banbury Lane**

The KierWSP response to the proposal was **noted**.

**RESOLVED:** To support the proposal, whilst noting that no indications of costs were available which made it impossible to rank its respective merit compared against other similar proposals within the parish.

**C. Parking in the vicinity of the Cooperative shop**

The Parish Council shared the concerns of the parishioner who had raised the issue.

**RESOLVED:** To request the Cooperative carry out a risk assessment to review whether separation measures would be appropriate, noting that it is a statutory obligation to assess risk.

**Action: the Clerk.**

**196.19/20 TO CONSIDER A SPRING LITTER PICK FOR KING'S SUTTON**

The publicity was **noted** but it was not felt to be an issue in the village.

**197.19/20 TO AGREE DATES OF MEETINGS IN 2020/21**

**RESOLVED:** To approve the dates as circulated with one amendment: the June meeting to be held on Thursday 11<sup>th</sup> June 2020.

**198.19/20 TO RECEIVE ITEMS FOR THE NEXT MEETING OF THE FG&P COMMITTEE (THURSDAY 18<sup>TH</sup> MARCH 2020)**

Garden Show sponsorship.

**199.19/20 TO RECEIVE ITEMS FOR THE NEXT MEETING (THURSDAY 2<sup>ND</sup> APRIL 2020)**

No additional items.

The Meeting closed at 9:21 p.m.