

KING'S SUTTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING VIA ZOOM
HELD AT 7 P.M. ON THURSDAY 3RD SEPTEMBER 2020**

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

ABSENT: Cllrs M Bailey, J Creed

IN ATTENDANCE: Mrs E Hart (Clerk), one member of the public (part of meeting)

Chairman's Announcement:

The Openness of Local Government Bodies Regulations 2014:

77.20/21 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:

Apologies had been received from Cllr J Creed.

RESOLVED: To Approve the Reason for absence as submitted.

The absence of Cllr Bailey was **noted**.

78.20/21 TO INVITE DECLARATIONS OF INTEREST:

A. Disclosable Pecuniary Interests:

None.

B. Other/Personal/Non-Statutory Interests:

Councillor	Agenda Item	Reason
R Burrell	17 – Issues relating to Street Areas	Resident of Whittall Street

C. To receive Requests for Dispensations:

None.

79.20/21 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:

No items raised.

80.20/21 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING HELD 6TH AUGUST 2020: (previously distributed)

RESOLVED: To Approve the Minutes of the Meeting held on 6th August 2020.

81.20/21 TO NOTE REPORTS FROM:

A. the Clerk: (previously distributed)

MATTERS ARISING

Minute 63.20/21

Gate on the Toddler Area – Dave Essex advised that it was not possible to fit a self-closer similar to the one used on the Jitty Gate. A repair kit for the current gate is available but Trevor Stewart (as our competent contractor) has advised that, in his opinion, a new latch is perfectly acceptable as an alternative. This is due to be installed shortly.

RESOLVED: To install the latch but not to repair the self-closer.

Sharp spikes at the cemetery – most have been removed; a small number remain in a prominent position and will be notified to Dave Essex.

Astrop Road Bus Shelter – access has been gained to put up the new timetable, but the Perspex requires replacing which will cost under £20. Phil Church has kindly erected the new shelving.

The Chairman asked the Clerk to write a letter of thanks to Phil Church.

Minute 65.20/21

B.2.2 Pay scales for 2020-21 have now been published (2.75% increase backdated to April 2020)

B.3 Chase Ecology's draft report is expected in two weeks' time.

B.4.2 King's Sutton Pre-School – a letter of thanks has been received for the grant of £3000.

B5.1 Mill Lane Bench – this has been dismantled for repairing.

Minute 66.20/21

No S/2020/1059/FUL– 10 Orchard Way Kings Sutton OX17 3PY -Erection of a detached dwelling with associated vehicle access off Upper Astrop Road. Relocation of drop kerb and driveway to serve 10 Orchard Way – this application has now been approved by SNC.

No S/2020/1170/TCA – Q Cottage 6 Wales Street Kings Sutton OX17 3RR - Twisted willow: Pollard the tree – SNC raised no objections.

No S/2020/1256/FUL - 2 Marlborough Close Kings Sutton OX17 3XA
Single storey extension to rear - this application has now been approved by SNC.

Minute 68.20/21

All new Councillors have completed Register of Interests Forms for notification to SNC. Electronic Summons Acceptance forms have been received and all the Declarations of Acceptance of Office Forms which need to be signed should be completed shortly.

Minute 71.20/21

ANPR Consultation – the Police has thanked the Parish Council for its expression of support and has now provided details of the proposed location.

RESOLVED: To Support the proposed location.

Minute 73.20/21 – Churchyard

Rough grass – The badly re-laid turf area has now been tidied up; Dee Thobourne has confirmed the contractor will reseed the bare patches.

Wall collapse – Dee Thobourne has stated that she feels that the wall is the Parish Council's responsibility not the Vicarage's.

RESOLVED: To Enquire regarding the legal position surrounding the wall ownership and to open a dialogue aimed at sharing costs if necessary, noting that some costs may be covered by insurance.

75.20/21 – Overgrown Hedge on Dairy Ground – this has now been cut back.

Other items

King's Sutton Times

A report from the Parish Council has been forwarded for publication in the forthcoming issue.

Correspondence has been received from the local authority requesting that the Parish Council reports any local events/gatherings which might be happening so that it can be ensured that Covid-19 guidelines are adhered to.

The Cricket Club has provided details of its lawnmower purchase in order to discharge the conditions of the grant.

B. the Chairman: Nil Report.

C. the Vice Chairman: Nil Report.

D. District Councillor: Nil Report.

E. County Councillor: Nil Report.

82.20/21 FINANCE SCHEDULE:

	31.08.20	31.07.20
Unity Trust Bank - current	£2,261.87	£2,832.29
Unity Trust Bank - instant access	£10,004.93	£25,004.93
HSBC: Business Money Manager Account	awaiting statement	£48,328.78
HSBC: Community Account: £1.00	awaiting statement	£1,236.33
HSBC: Money Market Account:	£164,938.26	£164,938.26
Internal transfer from Unity instant access to unity current of £5,000 is required		

A. To Ratify and Approve the Payments

To ratify						
Date	Cheque/DD/BACS	Payee	Description	Amt (incl VAT)	VAT	VAT Reg No.
15.09.20		DD NEST	September pension contributions	£69.30		
To Approve						
Date	Cheque/BACS	Payee	Description	Amt (incl VAT)	VAT	VAT Reg No.
03.09.20	BACS	Dave Essex	Invoice 2601 - Re post, cemetery railings	85.00		
03.09.20	BACS	Marcus Young Landscap	Invoice 3438	£567.84	£94.64	650673044
03.09.20	BACS	SNC	Commercial Refuse - invoice 4018230	£494.00		
03.09.20	BACS	E Hart	Expenses Home Working + paper	£44.59	£3.43	# GB727255821
03.09.20	BACS	Bridson Kneale	Invoices BK006, BK012	£240.00		
03.09.20	BACS	M Dempsey	Grass cutting - 1349	£1,345.00		
25.09.20	BACS	E Hart	Sept wages (including backdated increas	£1,255.78		
02.10.20	BACS	HMRC	PAYE and NI Month 7	£321.90		
Total				£4,423.41	£98.07	

RESOLVED: To Approve the Payments**B. To approve Quote for Purchase of Signage for the Playground Entrance**

Item deferred to the Finance, Governance and Policy Committee Meeting.

C. To Note Receipts:

Receipts	Type Payer	Description	Amt
10.08.20	CASH Mark's Ices	Ice Cream Vendor	£300.00
27.08.20	CASH Parishioner	Rose Garden Plaque	£103.00
27.08.20	CASH Parishioner	Exclusive Right of Buiral	£134.00
28.08.20	BACS Humphris	Interment and ERB	£223.00
Total			£760.00

Noted.

83.20/21 PLANNING:**A. Chairman's Report: nil report****B. To Approve Minutes of the Planning Committee held on 6th February & 14th May 2020**

RESOLVED: To approve the Planning Committee Minutes of 6th February and 14th May 2020.

C. Applications**C.1 Application:** No S/2020/1319/FUL – consultation**Proposal:** 2 storey side extension, rear first floor extension and single storey porch on front elevation with associated internal alterations**Location:** 9 Glebe Rise Kings Sutton OX17 3PH

It was commented that the proposed porch projected in front of the building line but was in keeping with the street scene and noted that a large proportion of the garden would be converted to parking spaces.

RESOLVED: To make no objections to the application.**C.2 Application:** No S/2020/1391/FUL - consultation**Proposal:** Removal of garage and replace with ground floor extension with storage over**Location:** 11 Richmond Street Kings Sutton OX17 3RS**RESOLVED:** To make no objections to the application.**C.3 Application:** No S/2020/1355/FUL - consultation**Proposal:** Single storey extension to front. Replace existing conservatory with single storey extension to side**Location:** The Studio 1A Glebe Rise Kings Sutton OX17 3PH**RESOLVED:** To make no objections to the application.**C.4 Application:** No S/2020/1429/TCA – for information**Proposal:** T1 Walnut - Reduce asymmetrical canopy by up to 2M**Location:** 11 Holland Rise Kings Sutton OX17 3RZ**Noted.****D. To consider a response to “Cherwell Local Plan Review: 2040 Planning for Cherwell to 2040: A Community Involvement Paper”****Noted.****E. To note the publication of the Inspector’s Report into the Examination of the Cherwell Local Plan 2011 - 2031 (Part 1) Partial Review – Oxford’s Unmet Housing Need****Noted.****84.20/21 COUNCILLOR REMITS****A. To Appoint Councillors to the following Remits:****A.1 One Member of the Planning Committee****RESOLVED:** To appoint Cllr Filippelli as a member of the Planning Committee.

A.2 One Member of the Finance Governance and Policy Committee

RESOLVED: To appoint Cllr Wood as a member of the Finance, Governance and Policy Committee.

A.3. Cllr for Traffic Calming and Highways

RESOLVED: To appoint Cllr Woodford as Cllr for Traffic and Highways.

85.20/21 TRAINING

A. To noted booked courses

Noted that Cllr Filippelli was booked on the “Off to a Flying Start course”, Cllr Woodford on a “Planning Nuts and Bolts” course, and the Clerk on a Cemetery Management Course. All courses are online.

Cllr Irving had attended a presentation on the Government’s White Paper on “Planning for the Future” and had circulated his notes for information.

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

None.

86.20/21 SHADOW UNITARY COUNCIL: TO NOTE THE DRAFT BLUEPRINT DOCUMENT AND THE COMMUNICATION FROM THERESA GRANT, STRATEGIC DELIVERY DIRECTOR, NORTHAMPTONSHIRE LGR PROGRAMME

Noted.

87.20/21 NORTHANTS CALC

A. To Consider sending a Delegate to the Northants CALC 73rd AGM - 3 October 2020

RESOLVED: To nominate Cllr Read-Maskell as the voting delegate for King’s Sutton Parish Council.

Action: the Clerk

B. To Consider responding to the survey regarding virtual meetings

RESOLVED: To respond to the survey, based on the Clerk’s experiences with Zoom and incorporating comments from the Parish Council that blended meetings were not felt to be appropriate but that, in future, a fallback position of a virtual meeting could be useful, for example, during inclement weather.

Action: the Clerk

88.20/21 TO CONSIDER ISSUES RELATING TO THE CREATION OF A COMMUNITY GARDEN

Item deferred in Cllr's Creed's absence.

89.20/21 TO RECEIVE UPDATE REGARDING ISSUES AT THE CHURCHYARD AND DETERMINE FURTHER ACTIONS REQUIRED

Noted that the contractor had tidied up and improved the badly re-laid turf areas.

RESOLVED: To discuss the maintenance of shrubs, ivy on monuments and biodiversity issues at a meeting of the Finance, Governance and Policy Committee.

Action: the Clerk

90.20/21 TO RECEIVE UPDATE REGARDING WEBSITE ACCESSIBILITY

The report circulated by the Clerk was **noted**.

RESOLVED: To send the report to David Bridson.

Action: the Clerk

Noted that there would be cost implications and that the Clerk would advise once these were known.

91.20/21 TO CONSIDER REQUEST TO INSTALL A COMPOST TOILET ON THE REC

The request was carefully considered with discussion points relating to ongoing maintenance, vandalism and whether structures on the Rec were permissible.

RESOLVED: Not to proceed with the requested installation of a compost toilet and inform the parishioner who had made the request of the Parish Council's decision.

Action: the Clerk.

93.20/21 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:

A. Councillors For..:

A.1 Amenities:

None.

A.2 Cemetery: including update on cemetery extension

Noted that the Ecology report was expected shortly.

A wasps' nest at the cemetery required attention and was due to be dealt with at the end of the week.

A.3 Communications:

Cllr Wood reported that he had commenced research for the new leaflet.

A.4 Lighting: consideration of correspondence regarding dirty lantern glasses

RESOLVED: To request a quote from Aylesbury Mains to implement a cleaning regime.
Action: the Clerk

A.5 The Rec:

It was **noted** that a non-hazardous issue with the zip wire had been reported.

A.6 Traffic Calming and Highways:

A.6.1 Update regarding Vehicle Activated Speed Signs

Noted that a response was still awaited from TWM regarding the works; the Clerk would report further to the next FG&P Meeting.

B. Wardens:

B.1 Rights of Way: consideration of a request to extend footpath at Upper Astrop

It was felt that a permissive path on the field on the opposite side of the road to Astrop House might be more likely to be viewed favourably by the landowner.

RESOLVED: To approach the landowner formally to ask him whether he would be amenable to a permissive path being implemented.

Action: the Clerk (with assistance from the Paths Warden)

Noted that Cllr Field was acquainted with the landowner and happy to discuss the issue with him.

Noted that there would be legal and administrative costs to be met in order to create a permissive path.

B.2 Trees:

The Parish Council considered a request to fell a tree behind 16B Banbury Lane

RESOLVED: To ask AGU Treecraft Ltd for suggestions on how to reduce the height of the tree

Action: the Clerk

B.3 War Memorial:

Noted that Andrew Waite has reported that a short service was held to commemorate VJ Day. This was organised at short notice by the Middleton Cheney branch of the Royal British Legion

C. Representatives:

C.1 King's Sutton Playing Fields Association:

Nil report

C.2 King's Sutton Millennium Memorial Hall

Noted that a Covid-19 risk assessment has been completed in anticipation of the Hall opening in a limited capacity from 1st October 2020.

C.3 Poor's Allotment Trust:

Nil report

94.20/21 TO CONSIDER ISSUES RELATED TO STREET AREAS INCLUDING A REQUEST TO INSTALL MORE “NO PARKING” SIGNS ALONG THE PERIMETER OF THE REC

The Parish Council discussed the issues raised regarding parking on the edge of the Rec, noting that the verge is in the remit of Highways.

Consideration was given regarding either installing a new “no parking” sign or to moving the current sign on the tree at the corner of the Rec to a more prominent position.

RESOLVED: To improve the visibility of the current sign, this to be achieved by clearing vegetation/ lowering the sign. The sign is to remain attached to the tree.

RESOLVED: To advise the householder of the above decision, highlighting that it is a highways issue.

Action: the Clerk

The Parish Council considered the issues raised regarding speeding in the village, the perceived increase in traffic due to HS2 works and damage caused to vehicles on Whittall Street.

Noted that speeding is an issue for the Police and the Highways Authority. A one-way system in the village had previously been considered but was felt to offer little merit.

RESOLVED: To make representations to the Police and to the Highways Authority in order that traffic calming measures might be considered.

Cllr Forde would forward to the Clerk some information regarding HS2 works to facilitate a response to parishioner correspondence on that matter.

95.20/21 TO RECEIVE ITEMS FOR THE NEXT MEETING OF THE FINANCE, GOVERNANCE AND POLICY COMMITTEE (TUESDAY 15TH SEPTEMBER 2020)

No additional items raised.

96.20/21 TO RECEIVE ITEMS FOR THE NEXT MEETING (THURSDAY 1ST OCTOBER):

Cllr Burrell informed the meeting that he needed to tender his apologies for the October meeting.

RESOLVED: To move the October meeting date to Thursday 8th October.

No additional items submitted.

The Meeting ended at 8:41 p.m.