

KING'S SUTTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING VIA ZOOM
HELD AT 7.30 P.M. ON THURSDAY 5TH NOVEMBER 2020**

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

ABSENT: Cllrs R Filippelli, D Loughran

IN ATTENDANCE: Mrs E Hart (Clerk), Dave Hall (Right of Way Warden)

Chairman's Announcement:

The Openness of Local Government Bodies Regulations 2014:

116.20/21 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:

Apologies had been received from Cllrs Filippelli and Loughran.

Anne Martis (Tree Warden) had advised she would be unable to attend.

RESOLVED: To Approve the Reasons for absence as submitted.

117.20/21 TO INVITE DECLARATIONS OF INTEREST:

A. Disclosable Pecuniary Interests:

None.

B. Other/Personal/Non-Statutory Interests:

Councillor	Agenda Item	Reason
R Burrell	18 – Street Areas	Affected resident

C. To receive Requests for Dispensations:

None.

118.20/21 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:

No items raised.

119.20/21 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING HELD 8TH OCTOBER 2020; (previously distributed)

RESOLVED: To Approve the Minutes of the Meeting held on 8th October 2020.

120.20/21 TO NOTE REPORTS FROM:

A. the Clerk: (previously distributed)

MATTERS ARISING

Minute 101.20/21 A – Church Wall

A quote for repair to the value of £986.00 has been received.

RESOLVED: To obtain two further quotes.

Action: the Clerk

RESOLVED: To inform the Church that no arrangements to make repair will be undertaken until representatives engage with the Parish Council regarding the issue.

Action: the Clerk

Minute 103.20/21 B1 – Ash Tree on the Rec

The agent has been contacted and advised of the Parish Council's decision. He has indicated orally that the applicant expected the Parish Council to fell the tree and therefore further correspondence is expected. AGU Treecraft Ltd has re-iterated that they do not feel that the tree poses a risk.

Noted.

Minute 103.20/21 B3 – COVID 19 Office Appointments

In light of the new restrictions, no communication has been made regarding appointments to meet with the Parish Clerk. The answer machine message directs parishioners to correspond via email.

Minute 104.20/21 B.1 Application No. S/2020/0082/MAF – Mill House Farm
Mill House Farm Mill Lane Kings Sutton OX17 3QP

Comments were submitted; the application is to be determined by Committee.

Minute 104.20/21 B.2 S/2020/1470/FUL - 15 Glebe Rise Kings Sutton OX17
3PH

Comments were submitted; the application has been approved by SNC.

Minute 104.20/21 B.3 .3 Application No. S/2020/1564/FUL - Bramley
Cottage Bulls Lane Kings Sutton OX17 3RB

No objections were submitted; the application has been withdrawn.

Minute 104.20/21 B5 Application No S/2020/1645/FUL – Dairy Cottage
Purston Road Purston NN13 5PL

No objections were submitted; the application is yet to be determined.

Minute 104.20/21 C.2 South Northamptonshire Character Land Assessment

Comments were submitted as per the Minute resolution.

Minute 104.20/21 C.3 “Planning for the Future” White Paper

Comments were submitted as per the Minute resolution.

Minute 112.20/21 B1 Rights of Way – Permissive Path

A meeting with the landowner has been sought.

Noted.

Further **noted** that a permissive footpath is in existence on the Newbottle and Charlton estate.

Minute 112.20/21 B3 Remembrance

In light of the forthcoming restrictions, revised advice has been received and circulated. There will be no public ceremony on Sunday 8th November.

OTHER

Invitations to AGMs for ACRE (Wed 23rd November) and CPRE (Monday 16th November) have been received.

Noted.

NorthantsCALC has launched a range of online training course (details circulated).

A maintenance issue with the heritage asset of the St Rumbolds wellhead has been reported to NCC who are responsible for it.

Northants CALC has advised that correspondence from a third party regarding alleged copyright infringement on the website should be ignored.

It has become apparent that Aylesbury Mains staff have been re-furloughed and have not attended to notified repairs; they are apparently restarting work w/c 2nd November. Parishioners who have reported issues have been informed. A quote for cleaning the lights has been re-requested.

Noted that a quote has now been received of £14.30 plus VAT per light.

Cemetery Preliminary Ecological Appraisal Report – the company has been asked to make amendments before publication to the Council as the focus was on the existing site rather than the red line drawing provided. A revised document is expected on 5th November.

The Clerk attended a two-day cemetery management course which she felt to be particularly useful.

AGAR – two queries were raised and answered; PKF Littlejohn have been re-contacted to enquire when the AGAR will be received.

Noted that PKF had now advised that the AGAR would be received by 30th November 2020.

The Clerk was thanked for her report.

B. the Chairman: Nil Report.

C. the Vice Chairman: Nil Report.

D. District Councillor: Nil Report.

E. County Councillor: Nil Report.

121.20/21 FINANCE SCHEDULE:

King's Sutton Parish Council - November 2020		
	31.10.20	30.09.20
Unity Trust Bank - current	£31,681.15	£38,060.17
Unity Trust Bank - instant access	£5,004.93	£5,004.93
HSBC: Business Money Manager Account	awaiting statement	£48,330.00
HSBC: Community Account: £1.00	awaiting statement	£987.50
HSBC: Money Market Account:	£164,938.26	£164,938.26

A. To Ratify and Approve the Payments

To ratify						
Date	Cheque/DD/BACS	Payee	Description	Amt (incl VAT)	VAT	VAT Reg No.
15.11.20		DD NEST	November pension contributions	£57.75		
To Approve						
Date	Cheque/BACS	Payee	Description	Amt (incl VAT)	VAT	VAT Reg No.
05.11.20		BACS EON	Electricity	2323.39	£387.23	559 0978 89
05.11.20		BACS E Hart	Expenses- Home Working + timetable perspe	£44.72	£3.45	274261013
05.11.20		BACS Aylesbury Mains	Invoice 20036	£128.76	£21.46	332 7491 57
05.11.20		BACS Aylesbury Mains	Invoice 20046	£60.72	£10.12	332 7491 57
05.11.20		BACS KSMMH	Parish Office Rent November	£125.00		
05.11.20		BACS SNAST	Subscription	£20.00		
05.11.20		BACS Northants CALC	Invoice 0768 - Cemetery Management	£80.00		
25.11.20		BACS E Hart	November wages	£1,150.14		
02.12.20		BACS HMRC	PAYE and NI Month 9	£246.32		
			Total	£4,236.80	£422.26	

RESOLVED: To Approve the Payments

B. To Note Receipts:

Receipts	Type	Payer	Description	Amt
30.09.20	BACS	HSBC	Interest	£1.22
03.10.20	Cheque	Parishioner	ERB purchase	£134.00
30.10.20	BACS	Humphris Limited	Internment fees and ERB purchase	£223.00
			Total	£358.22

Noted.

122.20/21 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2019/20:

A. To Note the Conclusion of Audit

Item **deferred** until December meeting, pending receipt of the conclusion of audit.

B. To Accept the Report of the External Auditor

Item **deferred** until December meeting, pending receipt of the external auditor's report.

123.20/21 PLANNING:

A. Chairman's Report

The Chairman informed the Parish Council that the Committee had elected Cllr Woodford as Vice Chairman.

The Committee had also reviewed those aspects of planning applications which constituted material considerations to ensure all comments submitted are relevant.

B. To consider Recommendations from the Meeting held at 7.00 p.m. on 5th November

B.1 Applications

B.1.1 Application No. S/2020/1758/FUL

Proposal: Variation of condition 2 (plans) S/2020/0199/FUL (Detached dwelling and garage) to change windows to UPVC

Location: Land South Of 56-60 Richmond Street Kings Sutton OX17 3RT

Recommendation B.1.1: To offer no objections.

RESOLVED: To adopt Recommendation B.1.1

B.1.2 Application No. S.2020/1793/FUL

Proposal: Single storey side/front extension to outbuilding to create self-contained ancillary accommodation.

Location: Potting Shed Court House 3 The Square Kings Sutton OX17 3RF

Recommendation B.1.2: To object to the application with the following comments:

The Parish Council feels that the proposal in its current form which is substantially the same as in S/2015/0814/FUL (withdrawn), would, by virtue of its size and design, be harmful to the architectural form of the shed, and the setting of the Grade II* listed building. It is the view of the Parish Council that the design and positioning of the proposal does not relate well to the character and importance of the Grade II* Listed Court House.

Access: The proposed means of vehicular and pedestrian access is not shown on the plans. There would be 2 possibilities.

1. From The Square (as suggested by the Design & Access statement): The Parish Council would have significant concerns over the intensification of vehicle access from The Square. There is already considerable overspill parking in The Square from houses in the surrounding streets and traffic is also generated from the “Airbnb” that is run from the west end of the Court House itself. The Airbnb particulars state that there is parking for 2 vehicles. Indiscriminate parking on a piece of grass outside the Court House (and believed to be in the same ownership) is a matter of particular concern as it already adversely affects the visual character and amenity of the King’s Sutton Conservation Area.
2. From Mill Lane: If this access is to be adopted, plans to an appropriate scale showing vehicular and pedestrian access routes should be submitted. Dimensioned details of parking provision, in accordance with the Council’s agreed standards, should also be indicated.

The Parish Council notes that under question 19 of the application form, it is stated that there will be no residential gain, but clearly the provision of a one-bedroom annexe does provide for an increase.

In addition, the Design and Access statement fails to consider the impact of the development upon the setting of a Grade II* listed building.

RESOLVED: To adopt Recommendation B.1.2

B.1.3 Application No. S/2020/1794/LBC

Proposal: Listed building consent for a single storey side/front extension to outbuilding to create self-contained ancillary accommodation.

Location: Potting Shed Court House 3 The Square Kings Sutton OX17 3RF

Recommendation B.1.3: To object to the application submitting identical comments to those in recommendation B.1.2

RESOLVED: To adopt Recommendation B.1.3

B.2.Consideration of Response from Andrea Leadsom to a petition regarding the “Planning for the Future” White Paper

Recommendation B.2: To note the response with disappointment

RESOLVED: To adopt Recommendation B.2

124.20/21 CASUAL VACANCIES: TO CONSIDER EXPRESSIONS OF INTEREST REGARDING CO-OPTION

The Clerk advised that a new expression of interest would be circulated.

125.20/21 NCC CONSULTATION ON TERM DATES FOR NORTHAMPTONSHIRE SCHOOLS FOR 2022 TO 2023 – TO CONSIDER A RESPONSE

The consultation was **noted**.

126.20/21 TO CONSIDER GROWING A WILDFLOWER MEADOW ON THE EDGE OF THE RECREATION GROUND

The documents provided by Anne Martis/the Clerk were felt to be very useful. **Noted** that growing a wildflower meadow seemed to be feasible. **Noted** that it was important to ascertain ownership of the verge boundary

RESOLVED: To thank Anne Martis for her helpful contributions, noting that the project seemed feasible.
Action: the Clerk

RESOLVED: To contact NCC to determine the exact ownership boundary and to enquire whether Highways had previous experience that planting a wild flower meadow was an effective deterrent.

127.20/21 COUNCILLORS REMITS: TO APPOINT ONE MEMBER OF THE PLANNING COMMITTEE

RESOLVED: To appoint Cllr Loughran as a member of the Planning Committee.

128.20/21 TRAINING:

A. To Note Training Log 2020/21

Noted and observed that several new Councillors had booked on to forthcoming courses.

B. To Receive Reports on training courses from Councillors

Cllr Woodford informed the meeting that she felt the Planning Nuts and Bolts course had been useful.

129.20/21 NORTHANTS CALC: TO CONSIDER SUBMITTING COMMENTS FOR THEIR HEALTH AND WELLBEING SURVEY

RESOLVED: To respond to the survey.
Action: the Clerk

130.20/21 TO RECEIVE UPDATE ON THE CREATION OF A COMMUNITY GARDEN

Nil report (Clerk to remove as standing item from the agenda until an update was available).

131.20/21 TO RECEIVE UPDATE REGARDING THE CEMETERY EXTENSION PROJECT

The budgeted figures on the circulated report were **noted**.

It was felt that it might be worth exploring buying the land with a conditional contract if planning permission had not been obtained at the point of sale.

RESOLVED: To contact SNC regarding the completion date of the New Homes Bonus grant and to enquire whether this could be extended in the circumstances.
Action: the Clerk

RESOLVED: To confirm to CDS that the Parish Council wishes to proceed with the project with reference to the budgeted figures in the circulated document.
Action: the Clerk

132.20/21 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:

A. Councillors For..:

A.1 Amenities: nil report

A.2 Cemetery: nil report

A.3 Communications:

Noted that Cllr Wood feels that there may not be enough content to produce a nature leaflet.

A.4 Lighting:

The quote received from Aylesbury Mains was noted.

Agreed that the Clerk should forward invoices to Cllr Field so the cleaning of lamps can be checked.

RESOLVED: To request Aylesbury Mains to clean the Windsor heritage lamps as these were felt to be the dirtiest.
Action: the Clerk

A.5 The Rec: nil report

A.6 Traffic Calming and Highways

Noted that the Clerk has contacted TWM again to request an update.

B. Wardens:

B.1 Rights of Way: update regarding a request for a permissive footpath at Upper Astrop

Dave Hall reported that the landowner had expressed concern over the safety of horses and sheep.

Noted that a meeting with the landowner was likely to be delayed due to the current lockdown.

Dave Hall reported that an issue with broken planks near the railway has apparently been resolved but he would need to wait until floodwaters receded

to inspect it. He also highlighted another concern that a stile may be erected where a new access road dissects with AS36.

Noted.

B.2 Trees:

Anne Martis' details had been given to a parishioner concerned about two trees in her garden (a planning application to fell them was awaited)

B.3 War Memorial: including noting arrangements for Remembrance and Poppies

Noted that no pegs were to be installed at the memorial in order to discourage attendance by members of the public.

Noted that the Clerk had informed the Banbury Guardian and King's Sutton social network media that there would be no service on Sunday 8th November.

Cllr Burrell informed the meeting that the churches in the parish had subsequently made independent arrangements with the War Memorial Warden that wreaths would be laid by organisations on both 8th and 11th November and that he had been invited to participate.

Noted that it was within the remit of the Parish Council to make arrangements for Remembrance and that in previous years the lines of responsibility had become a little blurred due to Parish Councillors performing dual roles within the community, meaning that it was not clear that the making of the arrangements was in fact under the remit of the Parish Council.

Agreed that, in future years, the Parish Council would ensure that cohesive arrangements were made well in advance.

C. Representatives:

C.1 King's Sutton Playing Fields Association:

Noted that a raffle was being organised to raise funds.

C.2 King's Sutton Millennium Memorial Hall: nil report

C.3 Poor's Allotment Trust: nil report

133.20/21 TO CONSIDER ISSUES RELATED TO STREET AREAS INCLUDING THE REPORT FROM THE HIGHWAYS MEETING ON 23RD OCTOBER 2020.

Adequacy of lighting in Glebe Rise

Noted that the sodium lights were felt to be temperamental and that Aylesbury Mains had been asked to check all the sodium lamps.

Regarding the request for additional lighting, it was **noted** that some modelling had been done in the past and, at that time, the cost was not justifiable.

RESOLVED: To request guidance from Aylesbury Mains as to whether the required standard was being met, and if not, to obtain a quote to bring it up to standard.

Action: the Clerk

RESOLVED: To inform the parishioner of the resolved action.

Action: the Clerk

Report from the Highways Meeting on 23rd October 2020.

The report was reviewed with respect to the suggested points for consideration.

RESOLVED: To request an extension of double yellow lines 2-2.5 metres further into the Square to improve visibility at the junction with Richmond Street/Mill Lane/Astrop Road.

Action: the Clerk

RESOLVED: To correspond with the landlord of the Butchers Arms regarding improving signage to their car park and to request that staff check where customers have parked, highlighting that the car park is safer.

Action: the Clerk

RESOLVED: To encourage residents send to registration details of HGVs to the Clerk to forward to Helen Howard. Communication to be via social network media and via hand delivered letter to residents of Whittall Street.

Action: the Clerk, Cllr Humphrey (deliveries)

Agreed that a submission for a 20mph speed limit was highly unlikely to be successful.

Consideration was given as to whether the installation of a chicane would be beneficial. The only suitable location was felt to be in Banbury Lane, and this location would require an extension to the 30mph limit boundary. It was felt that the chicane in Aynho was very effective and noted that one was also being installed in Adderbury.

RESOLVED: To contact Helen Howard to ask how to request an extension to the speed limit and ask for details of costings and regulations to allow a feasibility study to be carried out.

Action: the Clerk

Signage in Whittall Street advising of ANPR monitoring was suggested as a deterrent.

RESOLVED: To enquire of the Police and Highways whether such signing was permissible.

Action: the Clerk

134.20/21 TO RECEIVE ITEMS FOR THE NEXT MEETING (CURRENTLY THURSDAY 10TH DECEMBER):

No additional items raised.

RESOLVED: To amend the December meeting date to Thursday 3rd December.

The Meeting ended at 9:00 p.m.