

# **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 **PARISH COUNCIL MEETING** of the  
**KING'S SUTTON PARISH COUNCIL**

will be held on

**THURSDAY 3<sup>rd</sup> JUNE 2021 in the MAIN HALL,  
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 Receive Apologies and Approve the Reasons for Absence.
2. To invite Declarations of Interest:
  - 2.1 Disclosable Pecuniary Interests
  - 2.2 Other/Personal/Non-Statutory Interests
  - 2.3 To receive Requests for Dispensations.
3. Public Participation: An opportunity for members of the public to address the Council on items listed on the Agenda.
4. To confirm the accuracy of the Minutes of the Meeting held 20<sup>th</sup> May 2021
5. To Note Reports from:
  - 5.1 the Clerk
  - 5.2 the Chairman:
  - 5.3 the Vice Chairman
  - 5.4 the unitary Councillors
6. Finance Schedule:
  - 6.1 To Approve the Payments.
  - 6.2 To Note Receipts.
  - 6.3 To Approve a Standing Order Payment Schedule to KSMMH
7. To Consider Issues Relating to Rights of Way
8. To Consider Actions Relating to the Grant a Green Scheme

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9. Training: courses and workshops
  - 9.1 To Receive Requests for places on courses
  - 9.2 To Receive Feedback from Councillors on attended courses
10. Planning:
  - 10.1 Chairman's Report
  - 10.2 To consider Recommendations from the Meeting held at 7.00 p.m. on 3<sup>rd</sup> June 2021
    - 10.2.2 Applications:
      - 10.2.2.1 Application No WNS/2021/0399/FUL  
Proposal: Single storey rear extension and raise height of boundary wall  
Location: Fernleigh 11 Whittall Street, Kings Sutton, Northamptonshire, OX17 3RD  
<https://snc.planning-register.co.uk/plandisp.aspx?recno=110172>
      - 10.2.2.2 Application No WNS/2021/0409/FUL  
Proposal: Alteration and extension works to add a half-storey of accommodation to the existing single storey house, the addition of a single storey front porch and replacement of existing single storey conservatory with solid construction.  
Location: 8 Hampton Drive Kings Sutton OX17 3QR  
<https://snc.planning-register.co.uk/plandisp.aspx?recno=110182>
      - 10.2.2.3 Application No WNS/2021/0416/TCA  
Proposal: T1 - Aspen - Fell  
Location: 30 Wales Street Kings Sutton OX17 3RR  
<https://snc.planning-register.co.uk/plandisp.aspx?recno=110486>
      - 10.2.2.4 Application No WNS/2021/0459/FUL  
Proposal: Variation of condition 4 (Materials) S/2019/2468/FUL (2 no. Front Dormer windows, Replace roof tiles with new slate roof tiles and existing outbuilding roof structure with new pitched and slate roof to match adjoining Annexe) to change material from Stone to Timber Cladding  
Location: 4 Wales Street Kings Sutton OX17 3RR  
<https://snc.planning-register.co.uk/plandisp.aspx?recno=110312>
      - 10.2.2.5 Application No WNS/2021/0499/MAF  
Proposal: Formation of new access off Banbury Lane, Twyford and provision of access track to serve Twyford Barn Farmhouse, closure of existing agricultural access.  
Location: Twyford Barn Farm Banbury Lane Kings Sutton OX17 3JR  
<https://snc.planning-register.co.uk/plandisp.aspx?recno=110323>

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10.2.2.6 Application No WNS/2021/0500/FUL

Proposal: Side extension with new roof lights and internal alternations.

Location: 3 Balmoral Way Kings Sutton OX17 3QU

<https://snc.planning-register.co.uk/plandisp.aspx?recno=110317>

10.2.3 Planning Policy: Weston-on-the-Green Neighbourhood Development  
Plan: Regulation 19 Decision Statement:

10.2.4 Consideration of Instances of Tree Felling within the Conservation  
Area without the necessary planning consent

## 11. Finance Governance & Policy Committee:

11.1 Chairman's Report:

11.2 To consider Recommendations from the Meeting held on 25<sup>th</sup> May 2021:

Recommendation 1: To Invest £85,000 in the Hampshire Trust Business Bank  
1 Year Business Bond (Issue 45) at a rate of 0.7%

Recommendation 2: To Accept a Quote from Ecosurfacing for £8797.50 plus  
VAT to install 145m<sup>2</sup> Gummibond safety surfacing @ 40mm depth on the  
Toddler Play Area

Recommendation 3: Policy Reviews:

3.1 To Approve the Jubilee Rose Garden Guidelines

3.2 To Approve the King's Sutton in Bloom Operation Plan

3.3 To Approve the form for Grants of Financial Assistance

3.4 To Approve the Amended Terms of Reference for the Finance. Policy and  
Governance Committee

Recommendation 4: Emergency Planning Project:

4.1 To Commence Meetings of the Working Party at a timescale to suit the  
needs of the Project

4.2 That the Clerk attend project meetings to take notes, accepting that  
additional working hours would result

4.3 That that Clerk retain the right not to attend the meetings if her workload  
did not permit it

Recommendation 5: Working Arrangements of the Parish Clerk

5.1 That in future, working arrangements be flexible, noting that the pandemic  
had necessitated changes to working patterns and that the Clerk currently  
attends Planning Meetings and produces the Minutes which is outside her job  
description

5.2 That the Finance, Governance and Policy Committee review the Clerk's  
job description in light of Recommendations 4.2, 5.1 and 9.2

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Recommendations 6: West Northamptonshire Code of Conduct: to Adopt the Code of Conduct and to resolve a general dispensation relating to Councillors' membership of village clubs and organisations and other issues of a non-material nature.

Recommendation 7: Cemetery Project

7.1 To Approve the Planning Statement with amendments as circulated

7.2 To Approve Expenditure for a Transport Plan as circulated

7.3 To Note the Projected Expenditure for the Project

Recommendation 8: Cemetery Management

8.1 To restrict future purchases of Exclusive Rights of Burial to scheduled interments and to those wishing to purchase a plot adjacent to an interred close family member

8.2 To subscribe to membership of the Institute of Cemetery and Crematorium Management at a cost of £95 per annum

Recommendation 9: Provision of Electrical Car Charging Points

9.1 To Commence Meetings of the Working Party at a timescale to suit the needs of the Project

9.2 That the Clerk attend project meetings to take notes, accepting that additional working hours would result

9.3 That that Clerk retain the right not to attend the meetings if her workload did not permit it

9.4 To note that a meeting of the KSMMH Trustees on 21<sup>st</sup> June would Appoint a Representative to join the Working Party

Recommendation 10: To agree in principle to subsidise the recommencement of Friday Coffee Meetings, pending discussions with the organisers, noting their importance to the wellbeing of the community

Recommendation 11: To allocate £600 from the budget (Bus Trips) to subsidise a coach trip to Hampton Court on 11<sup>th</sup> August (open to all parishioners)

Recommendation 12: To re-commence the project to create a permissive path to the canal, noting that Dave Hall, (Rights of Way), and Cllrs Irving and Loughran had volunteered their involvement.

12. To consider the Biodiversity Paper and correspondence relating to the Green, Orchard Way

13. To consider two separate requests to install memorial benches on the Rec

14. Consideration of Environmental Pollution Issues

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15. Rail Services: to note a decrease in the number of services stopping at King's Sutton
16. Councillor and Warden Reports: To receive Reports and put Questions to:
  - 16.1 Councillors For...:
    - 16.1.1 Amenities
    - 16.1.2 Cemetery
    - 16.1.3 Communications
    - 16.1.4 Lighting
    - 16.1.5 The Rec:
    - 16.1.6 Traffic Calming and Highways
    - 16.1.7 Litter Picking
  - 16.2 Wardens: (excluding Rights of Way)
    - 16.2.1 Rights of Way:
    - 16.2.2 Trees: to include consideration of the Plant a Tree for the Jubilee Scheme
    - 16.2.3 War Memorial:
  - 16.3 Representatives:
    - 16.3.1 King's Sutton Playing Fields Association:
    - 16.3.2 King's Sutton Millennium Memorial Hall
    - 16.3.3 Poor's Allotment Trust
    - 16.3.4 Police Liaison
17. To comment on issues related to Street Areas:
18. To Receive items for the next Meeting (Thursday 3<sup>rd</sup> July 2021)



Signed:

Clerk

Date: 28<sup>th</sup> May 2021