

**KING'S SUTTON PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD  
AT 7.30 P.M. ON THURSDAY 2<sup>ND</sup> SEPTEMBER 2021  
IN THE ASTOP ROOM, KING'S SUTTON MILLENNIUM MEMORIAL HALL**

**PRESENT:** Cllrs R Burrell, (Chairman), A Barry, D Bostock, J Creed, R Field, B Humphrey, R Irving, D Loughran, I Malcolm, S Read-Maskell, D Wood

**ABSENT:** None

**IN ATTENDANCE:** Mrs E Hart (Clerk)

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

**88.21/22 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:**

None.

**89.21/22 TO INVITE DECLARATIONS OF INTEREST:**

**A. Disclosable Pecuniary Interests:**

None.

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

| Councillor | Agenda Item   | Reason                   |
|------------|---|--------------------------|
| R Field    | Item 12.2.3 – Update on outline proposal by Rectory Homes | Owner of nearby property |
| D Wood     | Item 12.2.3 – Update on outline proposal by Rectory Homes | Owner of nearby property |

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

None.

**90.21/22 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:**

None.

**91.21/22 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING HELD 5<sup>TH</sup> AUGUST 2021:** (previously distributed)

**RESOLVED:** To approve the Minutes of the meeting held 5<sup>th</sup> August 2021

**92.21/22 TO NOTE REPORTS FROM:**

**A. the Clerk:**

**MATTERS ARISING**

#### Minute 71.21/22 A – Electrical Testing

A further quote has been obtained and is presented for discussion.

Quotes have also been obtained for standard items for comparison with the current supplier.

#### Minute 71.21/22 B – AGU Treecraft Ltd

The quote was accepted on the terms agreed; AGU has submitted the planning application which is on the agenda for information.

#### Minute 71.21/22 C – Blinkhorns

The quote for £979 was reduced to £930 (2 x HDMI cables at a revised cost of £20 at a lower quality). Installation will take place on Friday 3rd September.

#### Minute 73.21/22

The consensus was a preference for the figure with a spike (priced at £75 but it then increased to £87). This was ordered as still within budget.

#### Minute 74.21/22

The Millennium Hall has been booked for Saturday 11th December for the Christmas Fayre.

#### Minute 75.21/22

Two places on the NALC online event on Rural Affordable Housing event have been booked for Cllrs Irving and Read-Maskell.

#### Minute 81.21/22

CDS has agreed to update the red line plan.

#### Minute 82.21/22

The Street Play Event is scheduled to take place on Tuesday 26th October 1-3pm in Halestrap Way (dependent on Highway approval)

#### Minute 85.21/22

Chalkboard paint has been purchased.

Trevor Stewart has advised that the equipment doesn't really need treating as it is built with pressure treated timber however algae build up should be treated as required. The equipment has been checked as per the inspection reports. He will schedule in the replacement of the see-saw tyre bump stops. Cost will be under £100.

Josh Kerby of Kerbys Cleaning Solutions has volunteered to jet wash the metal equipment free of charge in the Spring (Clerk to contact him in February)

**Noted, with appreciation.**

Minute 86.21/22

Helen Howard has been contacted regarding the request for a mirror on Bull's Lane.

**Noted that there have been instances of near misses at the location.**

Cheney Travel has confirmed that the number of buses for September is two (rather than the three operating previously due to social distancing):  
 Bus 1 Cannings Garage – Sandringham – Windsor Close – Orchard Way  
 Bus 2 – Memorial Hall – Upper Astrop (am) Astrop Gardens (pm)

OTHER

A parishioner reported that the Banbury Lane Bus Shelter was looking uncared for; this was followed up with the contractor.

A parishioner has reported slipping and injuring an elbow on the surface covering an earth mound.

**RESOLVED:** To investigate the cost of re-surfacing the area (and any other areas which would benefit) with a more user-friendly material. (Bonded Rubber Mulch)  
**Action:** the Clerk

Age UK would welcome the opportunity to talk about the support Age UK Northamptonshire provides, and to hear what the Parish Council and local residents think it should be providing.

**Noted** that it might be of benefit to invite AgeUK to the Annual Parish Meeting.

**RESOLVED:** To publicise the link and invite AgeUK to provide a list of its current services.  
**Action:** the Clerk

Councillors are reminded that Northants CALC has advised that its AGM will take place on Saturday 2nd October at 10.00; anyone wishing to attend should advise the Clerk.

**Noted that the Clerk would forward full details to Councillors when received.**

King's Sutton in Bloom – a press release regarding the winners was sent to David Bridson.

Rectory Homes exhibition: a report is being produced for David Bridson.

Cemetery

A request has been received from the church to have some excavated remains from the churchyard interred in the cemetery; the ICCM has been approached for advice regarding correct completion of paperwork.

A large laurel requires complete removal as it is growing on a grave.

**Noted** that the Clerk would organise its removal.

A place has been booked on the Management of memorials course/ inspection workshop – Thursday 30th September – to include a practical examination of memorials.

#### Lighting

Contact has been made with Willie Moore who has undertaken to provide the quote and location plan as soon as possible (he had thought he had previously sent it). It will be difficult to calculate the price for the electrical connection as it depends on where the cable runs.

Aylesbury Mains has confirmed that their call out charge (per visit) has doubled from £23 to £46 plus VAT. This compares with SPARKX who would charge £182 plus VAT (for up to three columns including lamp replacement (lamps with Aylesbury Mains cost on average £19 (dependent on the type of bulb).

**The Clerk was thanked for her report.**

#### B. the Chairman:

Cllr Burrell informed the meeting that he and Cllr Irving had attended the World Tamils Society's ceremony on Wednesday 25<sup>th</sup> August at Mill House Farm to celebrate the laying of the foundation stone for a new building which was recently granted planning permission. The ceremony was attended by approximately 200 guests including two West Northamptonshire Unitary Councillors, Rebecca Breese and Richard Solesbury-Timms. The Union Jack and Tamil flag were both raised as part of the ceremony. Cllr Burrell stated that he and Cllr Irving had received a warm welcome; he had suggested to the Society that it might be beneficial for them to inform the community about their works via the village website to remove a perception of secrecy. He also suggested to the World Tamils Society that they consider holding an exhibition in the village. Extracts from the speech given at the ceremony were to be uploaded to the website.

An invitation had been received to attend an event at the Baptist Chapel to welcome the new Baptist Minister; Cllr Irving agreed to attend if Cllr Burrell was unable to go.

#### C. the Vice Chairman: nil Report.

#### D. the unitary Councillors:

**Noted** that Cllr Breese was continuing to follow up her request for a s106 agreement to be put in place for traffic lights to be installed on the Oxford/Twyford Road junction.

93.21/22

#### FINANCE SCHEDULE:

| King's Sutton Parish Council - September 2021 |             |             |
|---|-------------|-------------|
|   | 31.08.2021  | 31.07.2021  |
| Unity Trust Bank - current                    | £62,667.52  | £72,916.79  |
| Unity Trust Bank - instant access             | £5,004.93   | £5,004.93   |
| HSBC: Money Market Account:                   | £165,237.75 | £165,237.75 |

**A. To Approve the Payments:**

| To ratify   |                |                      |  |                   |                  |             |
|---|----------------|----------------------|--|-------------------|------------------|-------------|
| Date  | Cheque/DD/BACS | Payee                | Description                            | Amt (incl VAT)    | VAT              | VAT Reg No. |
| 26.08.2021  |                | DD BT*               | Broadband Services                     | £154.08           | £25.68           | GB245719348 |
| 09.09.2021  |                | DD Yü Energy         | Invoice 00569310                       | £98.07            | £4.67            | 236 2276 15 |
| 09.09.2021  |                | DD Yü Energy         | Invoice 00569311                       | £290.99           | £48.50           | 236 2276 15 |
| 09.09.2021  |                | DD Yü Energy         | Invoice 00569312                       | £32.07            | £1.53            | 236 2276 15 |
| 15.09.2021  |                | DD NEST              | September pension contributions        | £57.75            |                  |             |
| *Note that the BT Broadband package is out of contract: current charges are £42.80 per month, suggested tariff with a 24 month contract is £21.10 (plus |                |                      |  |                   |                  |             |
| To Approve  |                |                      |  |                   |                  |             |
| Date  | Cheque/BACS    | Payee                | Description                            | Amt (incl VAT)    | VAT              | VAT Reg No. |
| 02.09.2021  |                | BACS E Hart          | Expenses - paper, Tommy Soldier, paint | £132.00           | £5.00            | various     |
| 02.09.2021  |                | BACS Marcus Young    | Invoice 3680                           | £567.84           | £94.64           | 650673044   |
| 02.09.2021  |                | BACS Aylesbury Mains | Invoice 20554                          | £141.84           | £23.64           | 332 7491 57 |
| 02.09.2021  |                | BACS CDS             | Invoice 73066                          | £3,490.80         | £581.80          | 836 4504 25 |
| 02.09.2021  |                | BACS KSMMH           | Rent and Meetings for August           | £204.75           |                  |             |
| 03.09.2021**  |                | BACS Blinkhorns      | Invoice Customer ID NCCRM77893         | £930.00           | £155.00          | 284682618   |
| 02.09.2021  |                | BACS Trevor Stewart  | Invoice TS 188                         | £729.60           | £121.60          | 685 5210 24 |
| 02.09.2021  |                | BACS NALC            | Invoice 1836290139                     | £103.42           | £17.24           | GB233410214 |
| 02.09.2021  |                | BACS E Hart          | Sept Wages                             | £1,150.74         |                  |             |
| 30.09.2021  |                | BACS HMRC            | PAYE and NI Month 6                    | £245.03           |                  |             |
| 02.09.2021  |                | BACS M Dempsey       | Invoice 1376                           | £6,615.00         |                  |             |
| ** payable once works signed off on Friday 3rd September 2021   |                |                      |  |                   |                  |             |
| <b>Total</b>  |                |                      |  | <b>£14,943.98</b> | <b>£1,079.30</b> |             |

**RESOLVED:** To approve the payments**RESOLVED:** To switch to a tariff of £21.10 per month for BT Broadband (24-month contract)**B. To Note Receipts:**

| Receipts     | Type Payer               | Description                                   | Amt              |
|--------------|--------------------------|---|------------------|
| 01.07.2021   | BACS HSBC                | Interest (six months to 30 June 2021)         | £8.19            |
| 02.07.2021   | BACS Kings Sutton PPC    | Wall repair contribution (outstanding amount) | £134.00          |
| 05.07.2021   | BACS Marks Ices          | Ice cream vendor on Rec                       | £300.00          |
| 23.07.2021   | BACS WNC                 | s106 Highways (VAS enhancements)              | £2,905.00        |
| 29.07.2021   | BACS Various Advertisers | Advertisement fees                            | £384.00          |
| <b>Total</b> |                          |   | <b>£3,731.19</b> |

**Noted.****94.21/22 CONSIDERATION OF QUOTATIONS RECEIVED FOR ELECTRICAL TESTING****RESOLVED:** To accept the quotation from SPARKX for £1778 + VAT to carry out a condition survey of street lighting columns and pole brackets, (including electrical test), condition report and make recommendations for replacement where required.**Action:** the Clerk**Noted** that there was no going contract in operation with Aylesbury Mains.**95.21/22 TO CONSIDER ISSUES RAISED BY THE FOOTPATHS WARDEN**

No items to consider.

**96.21/22 TO REVIEW ARRANGEMENTS FOR THE REMEMBRANCE SERVICE**

**Noted** that it was the Parish Council's responsibility to make the arrangements.

Sunday 14<sup>th</sup> November is Remembrance Sunday, Thursday 11<sup>th</sup> November is Remembrance Day. The Parish Council considered whether to hold one event (Sunday 14<sup>th</sup> November) or two (both days).

**RESOLVED:** To hold the usual ceremony on 14<sup>th</sup> November with an additional smaller observance (consisting of wreath laying, a bugler and possibly bell ringing in the church) on Thursday 11<sup>th</sup> November,  
**Action:** Cllr Field (to arrange the bugler)

**RESOLVED:** To order a poppy wreath.  
**Action:** Cllr Field

**RESOLVED:** To review the details of the arrangements at the October meeting  
**Action:** the Clerk

**97.21/22 TO RECEIVE UPDATE REGARDING THE CHRISTMAS FAYRE ON SATURDAY 11<sup>TH</sup> DECEMBER**

No further updates.

**98.21/22 TRAINING: COURSES AND WORKSHOPS  
 A. To Receive Requests for places on courses**

The Clerk confirmed to Cllr Read-Maskell that courses were currently held online.

**B. To Receive Feedback from Councillors on attended courses**

None.

**99.21/22 PLANNING:**

**A. Chairman's Report:**

Cllr Irving confirmed that

- Cllr Rebecca Breese was continuing to press for improvements to the Oxford/Twyford Road junction.
- John Slack, Property Investment & Contracts Manager, Assets and Environment Team, WNC had confirmed that the owners of 62 Banbury Lane have now amended the footprint of their extension and it will be changed so that it will not be within the parameters of the area defined and referred under the Culvert Agreement imposed on the land adjoining their property. He has received confirmation that the planners are satisfied with their proposals and as such, the Council will take no further action.

**Noted.**

**B. To consider Recommendations from the Meeting held at 7.00 p.m. on 2<sup>nd</sup> September 2021**

**B.1. Applications:**

**B.1.1 Application No WNS/2021/1155/FUL**

**Proposal: Single storey rear extension****Location: 43 Halestrap Way, Kings Sutton, Northamptonshire, OX17 3SF**

Recommendation B.1.1: to have no objections to the application

**RESOLVED:** To adopt recommendation B.1.1.

**B.1.2 Application No WNS/2021/1278/FUL: consultation****Proposal: Remove flat garage roof replace with new 30 degree pitch roof****Location: Squirrel Corner 33A Astrop Road Kings Sutton OX17 3PG**

Recommendation B.1.2: that the Parish Council advises WNC of the following concerns/issues:

- The plans do not seem to be to scale, and the application seems to lack adequate professional input
- The work has already been started.
- An additional single replacement garage seems also to have recently been built. It is not mentioned on the plans, and it may be of a height and position which precludes it from being covered by permitted development rules.
- The Application Form submitted mentions blocking up of the garage door, but the plans do not show this.
- What is the intended use of the original garage space?

AND that the Parish Council makes a holding objection to WNC pending:

- Retrospective planning permission being required for the new single garage.
- Replacement plans being produced showing the exact proposals in respect of the existing garage doors.
- WNC asking for clarification of future use of the existing garage and receiving more detailed and accurate drawings.

AND that the Parish Council asks WNC to confirm if Planning Permission would be required for any change of use of the existing garage into living accommodation.

**RESOLVED:** To adopt recommendation B.1.2.

**B.1.3 Application No WNS/2021/1292/TPO: consultation****Proposal: T01 - T32 - Lime x 32 remove suckers and epicormic growth from base and stem to 3.0m, Crown raise to 3M. Request for usual 2 year period for an application be extended to 10 years.****Location: Kings Sutton Recreational Ground Astrop Road Kings Sutton**

Recommendation B.1.3: to note the application and make no comment (The Parish Council being the applicant)

**RESOLVED:** To adopt recommendation B.1.3

**B.1.4 Application No WNS/2021/1300/TCA: conservation area tree notification**

**Proposal: Ornamental flowering Cherry Tree - in front garden requires formative prune and 10% to 20% crown reduction**  
**Location: 3 Bulls Lane Kings Sutton OX17 3RA**

Recommendation B.1.4: to note the application

**RESOLVED:** To adopt recommendation B.1.4

**B.1.5 Application No: WNS/2021/1335/FUL: consultation**  
**Proposal: variation of condition 2 (Plans) to S/202/0199/FUL (Detached dwelling and garage) To allow tarmac drive and extended parking area**  
**Location: Land rear of 56-60 Richmond Street Kings Sutton OX17 3RT**

Recommendation B.1.5: to have no objections to the application

**RESOLVED:** To adopt recommendation B.1.5

### **B.2 Outline proposal by Rectory Homes:**

Recommendation B.2: that the Parish Council notes the report of Cllr Irving which including the following points regarding the exhibition held in the Millennium Memorial Hall on 25<sup>th</sup> August:

- Two Representatives from Rectory Homes attended as well as a representative of Glanville, their flood risk and drainage consultants.
- Approximately 100 residents attended; those opposing development appeared to be in the majority. Some residents were very interested in the affordable housing proposals and suggested bungalows would be beneficial. We were told that the split of the 50% (15) 'affordable' houses was:
  - 4 - First Homes Scheme (a new government scheme that maintains the price of the house at 70% of market value in perpetuity)
  - 8 – Affordable Rented
  - 3 - Shared Ownership
- All 50 feedback forms were taken of which 32 were returned during the session.
- The primary concern of those objecting was regarding flooding issues. Rectory Homes has confirmed that they are conducting a flood risk assessment on the proposed development in collaboration with WNC and with Thames Water on the foul water drainage strategy: *“to find a way of dealing with this without aggravating the current drainage situation in the area.”* They also say that: *“Currently Thames Water are assessing the impact of the proposed development on the existing foul sewer network and that if the findings of this assessment conclude that the existing system has insufficient capacity to accommodate the development then Thames Water will undertake upgrade works on their sewer to provide sufficient capacity for the proposed development and rectify existing issues within the area of affected public sewer”.*
- Other concerns included encroachment into the open countryside, traffic in and out of the site both during any construction phase and longer term.
- The application is likely to be submitted at the end of September.
- The Clerk is keeping a record of all comments received

**RESOLVED:** To adopt recommendation B.2



**100.21/22 TO RECEIVE UPDATES REGARDING THE BIODIVERSITY PROJECTS**

Item deferred.

**101.21/22 TO CONSIDER CLIMATE ACTION ISSUES RAISED BY A PARISHIONER**

**Noted** that the part night lighting scheme to reduce light pollution was still in operation.

**RESOLVED:** To inform the correspondent of the above.

**RESOLVED:** To review the ethical banking policies of all accounts when considering the budget.

**Action:** the Clerk

**RESOLVED:** To forward the correspondent a list of the biodiversity projects the Parish Council was progressing.

**102.21/22 TO CONSIDER A PROPOSAL TO PURCHASE TWO MOBILE CARD READERS TO LOAN OUT FOR EVENTS AT THE MEMORIAL HALL.**

**Noted** that Cllr Burrell has asked the King's Sutton Millennium Memorial Hall trustees to look at the proposal.

**RESOLVED:** To consider making budgetary provision in the 2022-23 budget if the Hall trustees decide not to proceed.

**103.21/22 PROJECT UPDATES: TO RECEIVE REPORTS AND PUT QUESTIONS REGARDING:****A. The Cemetery Extension:**

**Noted** that planning application was due to be submitted at the end of the following week.

**B. Implementation of Car Charging Points**

A meeting had taken place with BP Chargemaster.

**RESOLVED:** To seek legal advice and further information to ascertain whether the Parish Council could access the grant notwithstanding the fact that they could not legitimately "host" the project as the Parish Council was a custodian trustee of the Millennium Hall rather than a management trustee.

**Action:** the Clerk, Cllr Wood

**C. Emergency Planning**

A revised draft plan was to be presented to the Finance, Policy and Governance Meeting on Tuesday 9<sup>th</sup> September.

**Noted** that the Unitary Councillor Representative was Cllr Solesbury-Timms.

**104.21/22 TO CONSIDER A PROPOSAL TO UPDATE THE PHOTOGRAPHY ON THE WEBSITE**

**RESOLVED:** To approve expenditure of £50 as first prize for photographs submitted for the website.

**105.21/22 TO CONSIDER A PROPOSAL TO HOST A PHOTOGRAPHY PORTRAIT PROJECT FOR AN EXHIBITION**

No further update.

**106.21/22 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:**

**A. Councillors For...:**

**A.1 Amenities: noted** that the bus shelter requires deep cleaning; this has been reported to the contractor.

**A.2 Cemetery: nil report**

**A.3 Communications: noted** that David Bridson has been asked what the implications are for limiting the amount of advertising on the website.

**A.4 Lighting:** to include update on lighting provision review at Glebe Rise.

**Noted** that Aylesbury Mains had not forwarded details of their proposal.

**Noted** that Aylesbury Mains had increased their charge for a site visit for routine maintenance by 100% to £46.

**RESOLVED:** To request an assessment of the location from SparkX (at the time at which they are carrying out the electrical testing)

**Action:** the Clerk

**A.5 The Rec:**

**Noted** that there had been further instances of fencing boundaries being breeched from the Rec.

**A.6 Traffic Calming and Highways:**

**Noted** that Cllr Malcolm would use "Fix My Street" to report all potholes which she was aware of.

**Noted** that Cllr Malcolm and the Clerk would investigate the procedure needed to swap over the VAS to Mill Lane.

**Action:** Cllr Malcolm, the Clerk

**A.7 Litter Picking:**

Cllr Barry was congratulated on the excellent job being done by the Litter Picking Group which has 53 followers and 16 regular attendees.

**Noted** that Cllr Barry would write a short article on the group for the website.

**B. Wardens: (excluding Footpaths)**

**B.1 Trees:** to include review of issue raised by AGU Treecraft Ltd (Poplar on the Rec): **deferred**

**B.2 War Memorial: nil Report****C. Representatives:****C.1 King's Sutton Playing Fields Association:**

The installation of a Dog Litter Bin on the site was **noted**

**RESOLVED:** To add the bin to the list being emptied weekly by Marcus Young.  
**Action:** the Clerk

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

**Noted** that the Hall was fully open and bookings were increasing with the Coffee Club due to re-start in October.  
The booking secretary would be returning from furlough at the end of September.

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

The Annual Report was **noted**.

**C.4 Police Liaison: nil report****107.21/22 TO COMMENT ON ISSUES RELATED TO STREET AREAS:**

Boulders on the Rec to deter parking: Item deferred (to be considered alongside biodiversity proposals at the same location)

**Noted** that an unseated BT manhole access cover had been reported.

**Noted** that concerns had been raised regarding a bulging wall in Wales Street.

**RESOLVED:** To correspond with the owner/occupier highlighting the issue.  
**Action:** the Clerk

**Noted** that correspondence had been received regarding broken fencing near a footpath.

**RESOLVED:** To correspond with the Paths Warden regarding ownership and report accordingly.  
**Action:** the Clerk

**Noted** that the bin near the Cooperative was often full.

**RESOLVED:** To seek resolution of the issue.  
**Action:** the Clerk

**108.21/22 TO RECEIVE ITEMS FOR THE NEXT MEETING OF THE FINANCE GOVERNANCE & POLICY COMMITTEE (THURSDAY 9<sup>TH</sup> SEPTEMBER 2021)**

Grass Cutting Contract  
Bench Policy

Cemetery Regulations

**109.21/22 TO RECEIVE ITEMS FOR THE NEXT MEETING (THURSDAY 7<sup>th</sup> OCTOBER 2021)**

Field Names Map

The Meeting ended at 9.15 p.m.

DRAFT