

KING'S SUTTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD
AT 7.37 P.M. ON THURSDAY 3RD FEBRUARY 2022
IN THE MAIN HALL, KING'S SUTTON MILLENNIUM MEMORIAL HALL**

PRESENT: Cllrs R Burrell, (Chairman), D Bostock, R Field, R Irving, I Malcolm, D Wood

ABSENT: Cllr A Barry, J Creed, B Humphrey, D Loughran, S Read-Maskell

IN ATTENDANCE: Mrs E Hart (Clerk)

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

The Parish Council wished to formally record its condolences to Cllr Read-Maskell following her recent bereavement.

201.21/22 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:

Apologies had been received from Cllrs A Barry, J Creed, B Humphrey, D Loughran, S Read-Maskell

RESOLVED: To approve the Reasons for Absence as submitted.

The Chairman noted that there were an unusually high number of Councillors absent which was extremely rare for Parish Council meetings and best wishes were expressed to all those who were absent.

202.21/22 TO INVITE DECLARATIONS OF INTEREST:

A. Disclosable Pecuniary Interests:

Councillor	Agenda Item	Reason
R Field	12.2.5 Application No WNS/2022/0071/MAO	Owner of land adjacent to the proposal
D Wood	12.2.5 Application No WNS/2022/0071/MAO	Owner of land adjacent to the proposal

B. Other/Personal/Non-Statutory Interests:

Councillor	Agenda Item	Reason
D Bostock	6.2 Finance Schedule: payments	Expenses claim for training course
R Burrell	13.2 Recommendation 6	Trustee of KSMMH
R Irving	12.2.5 Application No WNS/2022/0071/MAO	Owner of land adjacent to a culvert which is part of the flooding scheme.

C. To receive Requests for Dispensations:

The Clerk confirmed that requests had been received from Cllr Field and Wood (Agenda Item 12.2.5) and were granted.

203.21/22 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:

One resident addressed the Council regarding two planning applications: *No WNS/2022/0018/FUL* – he commented that, having heard the views of the Conservation Officer at the earlier Planning Committee Meeting, he would concur with those comments.

No WNS/2022/0071/MAO – comments were submitted expressing concerns that the application layout would allow for further developments on an adjacent field.

204.21/22 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING HELD 6TH JANUARY 2022: (previously distributed)

RESOLVED: To approve the Minutes of the meeting held 6th January 2022, noting an amendment to the title heading under the Finance Schedule.

205.21/22 TO NOTE REPORTS FROM:

A. the Clerk:

MATTERS ARISING

Minute 159.21/22 HSBC Moneymaker Account

Confirmation from HSBC that the account has been closed is awaited.

Minute 160.21/22 – Payment to SparkX – invoice 3581 - £2268.00

This payment was approved at the December meeting but the BACS transaction has not completed as the electrical testing certificate has still not yet been received; SPARKX accounts office has been advised of the reason for the delay.

Minute 185.21/22 – the verge cutting agreement has been submitted to WNC

Minute 187.21/22 – SPARKX has been asked to source a replacement cover for the outside electrical cover.

Minute 188.21/22 – Consultations

The response to WNC budget consultation for 2022-23 was submitted.

The Police have confirmed that they have passed on the Parish Council's request for the beat bus to the local policing team.

Minute 190.21/22 Planning

Comments as resolved were submitted; all reviewed applications remain outstanding on the planning portal.

Minute 191.21/22 Finance, Governance and Policy Committee

The £3088 expenditure for the CCTV system was allocated under the CIL category.

A precept request of £73,800 was submitted to WNC.

Minute 197.21/22 A5. Ecosurface

The works have been completed and an invoice is presented for approval.

The Clerk was thanked for her report.

B. the Chairman:

An invitation had been received by the Chairman and Cllr Irving to attend a lunch with the World Tamils Historical Society at Mill House Farm which would involve a discussion regarding future development plans. Considering the fact that the Parish Council would be a statutory consultee for any future planning application, attendance was felt to be inappropriate and as such the invitation was declined but an expression that Councillors would, as ever, be happy to meet to share information regarding events was communicated.

C. the Vice Chairman: nil report.**D. the unitary Councillors: nil report**

206.21/22

FINANCE SCHEDULE:

King's Sutton Parish Council - February 2022		
	31.01.2022	31.12.2021
Unity Trust Bank - current	£77,137.59	£71,673.58
Unity Trust Bank - instant acces	£5,005.24	£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.
31.12.2022	DD BT	Telephone and Broadband	£224.76	£37.46	245 7193 48
09.02.2022	DD Yü Energy	Invoice 00698469	£140.90	£6.71	236 2276 15
09.02.2022	DD Yü Energy	Invoice 00698470	£418.69	£69.78	236 2276 15
09.02.2022	DD Yü Energy	Invoice 00698471	£35.20	£1.64	236 2276 15
15.02.2022	DD NEST	February pension contributions	£83.88		
To Approve					
Date	Cheque/BACS Payee	Description	Amt (incl VAT)	VAT	VAT Reg No.
03.02.2022	BACS E Hart	Expenses - Paper+ Virus Protection + plexi holders	£113.98	£19.00	various
03.02.2022	BACS D Bostock	Expenses - Training Course	£30.00	£5.00	
03.02.2022	BACS KSMMH	Rent and Meetings for January	£184.00		
03.02.2022	BACS Banbury Litho	Invoice 35852	£869.00		
03.02.2022	BACS SES Water Services	Standing Charge June20-January 2022	£79.20		
03.02.2022	BACS Ecosurface	Invoice 9037	£15,498.07	£2,583.01	991047506
27.02.2022	BACS E Hart	February Wages	£1,389.52		
28.02.2022	BACS HMRC	PAYE and NI Month 11	£416.14		
		Total	£19,258.58	£2,685.14	

RESOLVED: To approve the payments, noting that an issue with an excessive estimated water bill had been resolved by the Clerk, resulting in an amended bill of £79.20.

B. To Note Receipts:

Receipts	Type Payer	Description	Amt
31.01.2021	BACS HSBC	Interest	£0.31
18.01.2022	Cheque Dignitas	Interment Fees	£241.00
28.01.2022	BACS WNC	New Homes Bonus Grant	£15,000.00
		Total	£15,241.31
			£0.00

Noted.

The Clerk was thanked for her efforts in ensuring the New Homes Bonus grant was released.

**207.21/22 WARDEN REPORTS: TO CONSIDER ISSUES RAISED BY
A. Footpaths Warden:**

The submitted comments were **noted**.

Noted that Cllr Malcolm had been instrumental in signposting contractors to reinforcing the fencing along the railway.

Noted that signs by the canal path were felt to be confusing.

RESOLVED: To correspond with the landowner regarding signage.
Action: Clerk

B. Tree Warden: Queen's Green Canopy project: to review proposal

Noted that the PCC had indicated that it did not wish to have a tree planted on the right hand side of the church frontage as this would impact the view of the church from the Square but that a replacement tree in the churchyard would be acceptable so long as affected neighbours did not object.

Noted that a response from Grand Union Housing Group was awaited.

Agreed to wait to receive all responses before proceeding with the tree purchases.

C. War Memorial Warden: to discuss position/storage of the Tommy Soldier

Item deferred.

**208.21/22 LIGHTING: TO CONSIDER PROPOSAL TO IMPROVE LIGHTING BY
CONVERTING TO LED
A. To consider feedback on LED light**

Item deferred to allow consideration at the March meeting of the Finance, Governance and Policy Committee.

**209.21/22 CONSULTATION: TO CONSIDER RESPONDING TO WNC'S ENHANCED
PARTNERSHIP PLAN AND SCHEME FOR BUSES**

The consultation was **noted**.

**210.21/22 TO NOTE NORTHANTS CALC'S ASSET MAPPING PROJECT (AMP) AND
TO RE-CONSIDER CREATING AN AMP WORKING GROUP COMPRISING
ONE OFFICER AND TWO COUNCILLORS**

RESOLVED: To create a Working Group comprising of Cllr Irving, Cllr Wood and the Clerk, noting that WNC may devolve services/assets in the future.

211.21/22 TRAINING: COURSES AND WORKSHOPS
A. To Receive Requests for places on courses

None received.

B. To Receive Feedback from Councillors on attended courses

Cllr Bostock reported that he had found the course on Search Engine Optimisation useful.

212.21/22 PLANNING:

A. Chairman's Report: nil report

B. To consider Recommendations from the Meeting held at 6.30 p.m. on 3rd February 2022

B.1. Applications:

B.1.1 Application No WNS/2022/0018/FUL

Proposal: Replacement windows and front door

Location: 11-12 Red Lion Street Kings Sutton OX17 3RH

Recommendation B.1.1: that the Parish Council objects to the application as it is of the opinion that UPVC replacements are not appropriate in a conservation area and notes that the Conservation Officer is of the same opinion.

RESOLVED: To adopt recommendation B.1.1.

B.1.2 Application No WNS/2022/0042/FUL

Proposal: Additional two tone green porous asphalt tennis court with perimeter fencing plus porous asphalt link path from existing car park.

Location: The Playing Fields Astrop Road King's Sutton OX17 3PS

Recommendation B.1.2: that the Parish Council has no objection to the application.

RESOLVED: To adopt recommendation B.1.2.

B.1.3 Application No WNS/2022/0100/FUL

Proposal: Change of use of agricultural buildings to B8 storage use to include demolition of further building and moving of existing bridleway.

Location: Astrop Park Farm Astrop Park Kings Sutton OX17 3QN

Recommendation B.1.3: that the Parish Council has no objection to the application but, in noting the importance of the scheme for farm diversification, feels that a planning condition restricting ongoing ownership of the buildings to that of the main farm would be appropriate.

RESOLVED: To adopt recommendation B.1.3

B.1.4 Application No WNS/2022/0106/PA – FOR INFORMATION ONLY

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) a

agricultural building to a flexible use falling within (Class B8) storage or distribution

Location: Astrop Park Farm Astrop Park Kings Sutton OX17 3QN

Recommendation B.1.4: that the Parish Council notes the application.

RESOLVED: To adopt recommendation B.1.4

B.1.5 Application No WNS/2022/0071/MAO

Proposal: Outline planning permission for residential development of up to 31 no. dwellings with all matters reserved except access. Including affordable housing, together with creation of new areas of open space, a new access off Hampton Drive, landscaping and all enabling and ancillary works.

Location: Land North Off Blenheim Rise, Kings Sutton, Northamptonshire

Recommendation B.1.5: that the Parish Council notes that the Planning Committee considers the following issues to be important when assessing the application:

- **Encroachment into the open countryside**, including environmental issues (no bat survey had been carried out)
- **Flooding and Drainage** (noting that the Parish Council has approached both Cllr Breese and the Planning Officer to request a meeting with the Lead Flood Authority regarding the attenuation scheme). There are concerns regarding who is responsible if the scheme does not work. One resident was felt to have important background knowledge which should be utilised.
- **Affordability issues** – it is felt important to have information to hand regarding the actual numbers of residents on waiting lists for certain housing types and their priority rating. This can be requested from WNC.
- **Traffic** – noted that the Barwood traffic survey in 2012 had recorded higher volumes of traffic than the Rectory application document.
- **Infrastructure** – noted that the school has plenty of spare capacity but the preschool much less. There are no NHS medical facilities in the village.
- **Construction phase:** felt likely that vehicles would approach via Warkworth – how would this be monitored?
- **s106:** felt important that, if the proposal is successful, the s106 agreement must reflect what the village actually needs in the way of improvements

RESOLVED: To adopt recommendation B.1.5

RESOLVED: To submit a Freedom of Information request to WNC to ascertain details held for King's Sutton regarding percentages of council tax bandings, the different social housing categories, numbers on house waiting list with King's Sutton as a preference, their priority status and the size of housing required

Action: Clerk

RESOLVED: To re-iterate to the Planning Officer assigned to the planning application and Cllr Breese how keen the Parish Council to meet with the representative of the Lead Flood Authority.

Action: Clerk

213.21/22 FINANCE GOVERNANCE & POLICY COMMITTEE:
A. Chairman's Report: nil report
B. To consider Recommendations from the Meeting held on 18th January 2022:
B.1: To approve:
B.1.1 Financial Risk Assessment 2021/2022

RESOLVED: To adopt recommendation B.1.1

B.1.2 Statement of Internal Control for the year ending 31st March 2022

RESOLVED: To adopt recommendation B.1.2

B.2: To accept the review of the System of Internal Control and note the effectiveness of the System of Internal Control

RESOLVED: To adopt recommendation B.2

B.3: Asset Register: to approve

RESOLVED: To adopt recommendation B.3

B.4: Traffic Calming Scheme: Astrop Road

B.4.1 To offer to contribute 50% of the costs, to a maximum of £25,000 towards a Highways Improvement Project to install a chicane in the area (noting that the Evenley project cost approximately £50,000) accepting that despite the Parish Council's best endeavours, there was no guarantee that the bid would be successful

RESOLVED: To adopt recommendation B.4.1

B.4.2 To explore the options relating to increasing lighting provision in the area, noting that power is necessary to light up the proposed chicane and that consideration is also given to installing a VAS system in the vicinity

RESOLVED: To adopt recommendation B.4.2

B.5 Communications Working Group: to approve the Terms of Reference

RESOLVED: To adopt recommendation B.5

B.6 CCTV: to approve the Draft Memorandum of Understanding, (accepting that both parties would ultimately need to approve the document) with an amendment clarifying the ownership/management relationship between the two parties

RESOLVED: To adopt recommendation B.6, noting that the KSMMH Committee was due to meet to discuss its adoption.

B.7 Queen's Platinum Jubilee: to ringfence £1000 of the budgeted £2000 expenditure for an event to be held on Sunday 5th June on the Rec/ in KSMMH

RESOLVED: To adopt recommendation B.7

B.8 To approve the updated Statement of Key Objectives

RESOLVED: To adopt recommendation B.8

B.9 Grant Applications from Village Groups and Organisations

B.9.1 To approve the King's Sutton Playing Fields' Association application of £1848 for CCTV installation.

RESOLVED: To adopt recommendation B.9.1

B.9.2 To approve King's Sutton Preschool's application for climbing equipment to a value of £2697

RESOLVED: To adopt recommendation B.9.2

B.9.3 To pledge £4000 towards the King's Sutton Tennis Club's project for a fourth court and access development, providing that all funding applications are in place, noting that this would also assist with matched funding applications

RESOLVED: To adopt recommendation B.9.3

B.9.4 To pledge £4000 to the It's for the Kids project for enhanced playground and outdoor learning, pending finalised costings/details being received and all other funding streams being in place

RESOLVED: To adopt recommendation B.9.4

B.9.5 To respond to King's Sutton Football Club that the Parish Council would be minded to be supportive of an application for a specific mower (with quotation provided) once clarification is received as the reason why a new mower is required as grants have previously been awarded for mowing equipment by the Parish Council

RESOLVED: To adopt recommendation B.9.5

214.21/22 PROJECT UPDATES: TO RECEIVE REPORTS AND PUT QUESTIONS REGARDING:

A. The Cemetery Extension:

Noted that planning permission approval had been received and the solicitors approached to commence the conveyancing.

B. Implementation of Car Charging Points

Noted that the application for the ORCS grant was due to be submitted shortly.

215.21/22 TO CONSIDER APPROVING A DRAFT POLICY REGARDING THE CCTV SYSTEM

RESOLVED: To approve adoption of the policy in principle, with any proposed amendments to be considered at the March meeting.

216.21/22 COMMUNICATIONS WORKING GROUP: TO CONSIDER A PROPOSAL REGARDING A NEW WEBSITE AND COMMUNICATIONS SYSTEM

RESOLVED: To proceed with a contract for a new website, emails and domain with Eyelid Productions.

RESOLVED: To delegate overall control of any issues with the website to Cllr Bostock.

217.21/22 TO RECEIVE UPDATE ON THE PHOTOGRAPHY COMPETITION ON THE WEBSITE

RESOLVED: To approve a first prize of £150, second prize of £50 with leaflets to promote the competition expected to cost approximately £50.

Noted that the competition closing date had been extended to 31st March 2022 and that the winning photo would feature on the front cover of the King's Sutton Times.

218.21/22 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: nil report

A.4 Lighting: nil report

A.5 The Rec: Noted that the resurfacing works were complete.

A.6 Traffic Calming and Highways: a forthcoming road closure was **noted**

A.7 Litter Picking: nil report

Representatives:

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

B.2 King's Sutton Millennium Memorial Hall: noted that the next meeting was Monday 21st February.

B.3 Poor's Allotment Trust: nil report

B.4 Police Liaison: nil report

219.21/22 TO COMMENT ON ISSUES RELATED TO STREET AREAS:

Members of the public displaying unsocial behaviour in the transformer area on Astrop Road.

RESOLVED: To contact Western Power to ask if the area can be secured to prevent re-occurrence and advise the resident.

Action: Clerk

Addressing parking issues on the verge of the Rec

RESOLVED: To explore the possibility of planting beds/raised beds

Action: the Clerk

220.21/22 TO RECEIVE ITEMS FOR THE NEXT MEETING (THURSDAY 3RD MARCH 2022)

To consider nominating for the Freedom of the Parish

The Meeting ended at 9.15 p.m.