

KING'S SUTTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD
AT 7.30 P.M. ON THURSDAY 3RD MARCH 2022
IN THE MAIN HALL, KING'S SUTTON MILLENNIUM MEMORIAL HALL**

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

ABSENT: Cllr D Loughran, I Malcolm

IN ATTENDANCE: Mrs E Hart (Clerk), Steve Kerry (Planning Manager, Rectory Homes), four members of the public.

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

221.21/22 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:

Apologies had been received from Cllr Loughran and Malcolm

RESOLVED: To approve the Reason for Absence as submitted by Cllr Malcolm
Cllr Loughran's apology was **noted**.

222.21/22 TO INVITE DECLARATIONS OF INTEREST:

A. Disclosable Pecuniary Interests:

Councillor	Agenda Item	Reason
R Field	12.2.4 Application No WNS/2022/0071/MAO	Owner of property adjacent to the proposal
D Wood	6.1 Finance	Claim for petrol expenses
	12.2.4 Application No WNS/2022/0071/MAO	Owner of property adjacent to the proposal

B. Other/Personal/Non-Statutory Interests:

Councillor	Agenda Item	Reason
R Burrell	13 CCTV: Memorandum of Understanding and Policy 14.2 Implementation of Car Charging Points	Trustee of KSMMH Trustee of KSMMH
R Irving	12.2.4 Application No WNS/2022/0071/MAO	Joint 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 12.2.4) and were granted.

223.21/22 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:

Steve Kerry clarified that he felt that the application submitted by Rectory Homes (WNS/2022/0071/MAO) addressed the concerns of both residents and the Parish Council regarding flooding issues expressed at the presentation and subsequently. He advised the Parish Council that Rectory Homes felt that comments from Highways regarding the validity of the access as an unadopted road were a moot point and that there was a significant need for Affordable Housing in the locality which gave weight to the application.

224.21/22 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING HELD 3RD FEBRUARY 2022: (previously distributed)

RESOLVED: To approve the Minutes of the meeting held 3rd February 2022

225.21/22 TO NOTE REPORTS FROM:

A. the Clerk:

MATTERS ARISING

Minute 205.21/22 HSBC Moneymaker Account

This account has now been closed and all funds (£165,248.21) transferred to Unity Trust Bank.

Minute 207.21/22 B GUHG has given permission for the trees requested on Orchard Way. A recommendation for purchase is to be reviewed under Agenda Item 7.2

Minute 212.21/22

All consultation responses were submitted.

Regarding Rectory Homes' application, Cllr R Breese attended a meeting with Cllrs Burrell and Irving and the Clerk at which she undertook to provide details of the Lead Local Flood Authority contact. Contact has now been with Ruth Burnham who will be provided with information from the Parish Council.

Noted; the Clerk clarified that the Parish Council wishes to provide local information regarding flooding for the consideration of the Lead Local Authority when commenting on the Rectory Homes application.

Minute 213.21/22 B.4.1 Highways Improvement Project

Helen Howard has advised that it will be April 2022 at the earliest before the outcome of the panel is known (chicane on Astrop Road)

Minute 213.21/22 B.9.5 King's Sutton Football Club

Correspondence has been received and circulated regarding the type of mower required and why it is needed. The model is available to purchase for £3885.94 plus VAT.

Noted that the Playing Fields Association was unaware of the application.

RESOLVED: To decline the application for the grant from the King's Sutton Football Club and communicate that the Parish Council would be minded to support a joint approach from the Playing Fields Association and the Football Club.

Minute 219.21/22: Substation on Astrop Road

Western Power has responded positively to the Parish Council's request to restrict access to stop anti-social behaviour; an update on their proposal is awaited.

OTHER

VAT reclaim for March 2021 – September 2021: £4137.99 was credited on 1st March 2022.

Storm Damage:

AGU Treecraft Ltd have been instructed to undertake a survey of all trees owned by the PC to check for any damaged branches which need to be removed.

Column on Halestrap Way: this was reported to Highways by a resident as leaning dangerously and was attended on an emergency basis by Balfour Beatty (invoice 16470 for £505.76 plus VAT) and requires tarmac repair (quotation for £257.65 plus VAT accepted). Zurich Insurance are aware of the incident and a claim will be submitted.

RESOLVED: To approve the tarmac repair expenditure

Marcus Young has advised that prices will raise from 1st April 2022 to £3.00 per bin empty (currently £2.80); this is due to increases in fuel prices and landfill taxes coupled with an increase in the volume of waste collected.

West Northamptonshire Council has launched the **Thrive West Northants Big Conversation** – an online forum where residents and businesses can have their say on anything and everything to help develop future plans on a range of topics, including making the area a more sustainable place to live and work. The conversation forum, which is totally anonymous and is open until 5pm on 21st March, enables people to comment, discuss and suggest ideas about what things the council should be doing and prioritising.

The Little Brook Ward Meeting was held on Monday 28th February 2022 and was attended by several parishes, RAF Croughton and Cllr Breese. Poor communication and response times from WNC (especially Planning) were highlighted as a major concern. Other topics discussed include Street Lighting contractors (reliability), electric vehicle charging points (several parishes are hoping to install) and traffic calming through local villages (there were differing opinions on the effectiveness of chicanes and frustration expressed that WNC

will not install rumble strips or speed bumps. The proposed development on junction 10 of the M40 was also discussed. The next meeting is Monday 26th September 2022.

Noted that the meeting format appeared to be useful and informative.

RESOLVED: To send Council representation to future meetings.

The Rt Hon. Dame Andrea Leadsom MP will be dropping into the coffee morning at Memorial Hall on Friday 20th May, at 10 a.m.

ACRE: The next Parish Council Network meeting will take place on Wednesday 30th March from 5pm to 7pm (on Zoom or in person at the Hunsbury Hill Centre). The theme for this month's event is: How to Green Your Community.

Ford and McHugh have advised that as of April 2022 the following charges will apply: To travel to site and repair 1no. streetlight - £160.00 each
Additional repairs will be charged at £90.00 each if completed on the same visit. (Currently £35 as previously charged by Aylesbury Mains)

RESOLVED: To consider street lighting ad hoc maintenance at the March Finance, Governance and Policy Committee Meeting.

Oxfordshire Play Association has advised that it has been successful in gaining grant funding for an activity fun day in King's Sutton. Proposed date: Saturday 27th August 2022
Proposed venue: the Rec

The Clerk was thanked for her report.

B. the Chairman: nil report

C. the Vice Chairman: nil report.

D. the unitary Councillors: nil report

226.21/22

FINANCE SCHEDULE:

King's Sutton Parish Council - March 2022		
	28.02.2022	31.01.2022
Unity Trust Bank - current	£219,499.40	£77,137.59
Unity Trust Bank - instant access	£5,005.24	£5,005.24
HSBC: Money Market Account:	£0.00	£165,237.75

A. To Approve the Payments:

To ratify					
Date	Cheque/DD/BACS Payee	Description	Amt (incl VAT)	VAT	VAT Reg No.
26.02.2022	DD BT	Telephone and Broadband	£158.82	£26.47	245 7193 48
09.03.2022	DD Yu Energy	Invoice 00729346	£120.73	£5.75	236 2276 15
09.03.2022	DD Yu Energy	Invoice 00729347	£360.95	£60.16	236 2276 15
09.03.2022	DD Yu Energy	Invoice 00729348	£31.16	£1.48	236 2276 15
18.03.2022	DD ICO	Data protection renewal fee	£40.00		
15.03.2022	DD NEST	March pension contributions	£83.88		
To Approve					
Date	Cheque/BACS Payee	Description	Amt (incl VAT)	VAT	VAT Reg No.
03.03.2022	BACS E Hart	Travel expenses	£10.80		
03.03.2022	BACS D Wood	Travel expenses	£16.20		
03.03.2022	BACS KSMMH	Rent and Meetings for February	£174.00		
03.03.2022	BACS Marcus Young	Invoice 3811	£463.88	£77.28	650673044
03.03.2022	BACS Marcus Young	Invoice 3827	£463.88	£77.28	650673044
03.03.2022	BACS Oxford Play Assn	Invoice 8013	£500.00		
03.03.2022	BACS M Dempsey	Invoice 1384	£1,740.00		
03.03.2022	BACS Forde And McHugh Ltd	Invoice 25220	£882.96	£147.80	208928151
03.03.2022	BACS Cloud Next Lt	Invoice 175283	£132.00	£22.00	825509426
03.03.2022	BACS Cloud Next Lt	Invoice 175284	£119.98	£19.99	825509426
03.03.2022	BACS SES Water Services	Invoice to 28/02/2022	£15.53		
03.03.2022	BACS Balfour Beatty	Reference 16470 - repairs to column	£606.91	£101.15	217967235
27.03.2022	BACS E Hart	March Wages	£1,389.72		
30.03.2022	BACS HMRC	PAYE and NI Month 12	£415.94		
		Total	£7,727.34	£539.36	

RESOLVED: To approve the payments.

B. To Note Receipts:

Receipts	Type Payer	Description	Amt
28.02.2022	BACS Private individual	Memorial bench	£1,000.00
21.02.2022	BACS Private individual	Grave purchase	£138.00
		Total	£1,138.00

Noted.

**227.21/22 WARDEN REPORTS: TO CONSIDER ISSUES RAISED BY
A. Footpaths Warden:**

Dave Hall informed the meeting that he had struggled to contact a Highways Representative when the Rights of Way Officer was on annual leave.

RESOLVED: To express the Parish Council's dissatisfaction to the relevant person at Highways.

Action: the Clerk

AS10: noted that there are discrepancies between the definitive map and the actual paths walked (due to a broken bridge).

RESOLVED: To support the Footpaths Warden in his efforts to resolve the issue

Noted that the Footpath Warden was interested in seeking a connection between AS19 and AS18 at Little Purston.

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

A quote for £404.92 (with a possible 20% discount) had been obtained for 8 trees. The Clerk advised that stocks were running low and difficult to confirm.

RESOLVED: To purchase a total of 8 trees at the most competitive price possible:
1 Rowan and 2 Cherries (Prunus padus) on Orchard Way
To plant a total of 2 rowans and 3 cherries (prunus avium) on Windsor Close (east and west side)

Action: the Clerk

RESOLVED: To approach an approved contractor to arrange staking and planting of the trees.

Action: the Clerk

RESOLVED: To inform Grand Union Housing that some small new saplings had appeared on the Orchard Way Green and confirm that they would like them removed if they impacted the Parish Council planting.

Cllr Bostock volunteered to store the trees until they were planted.

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

RESOLVED: To place the soldier permanently on the grass between the War Memorial and the path to the church.

Action: Cllr Field

228.21/22 GENERAL POWER OF COMPETENCE: TO RE-ADOPT

RESOLVED: To re-adopt the general power of competence, noting that all criteria were met (100% of Councillors elected, the Clerk holds a CiLCA qualification and has undertaken the relevant training.)

**229.21/22 ANNUAL PARISH MEETING 2022: WEDNESDAY 20TH APRIL 2022
A. To consider items for the Agenda**

Noted that Chairman's report would be read out at the meeting and those attending would be given the opportunity to pose questions regarding the other reports. The Statement of Key Objectives required updating for presentation.

Noted that presentations would take place for service to the community.

B. To set a deadline for receipt of reports

Agreed that reports should be submitted to the Clerk by 7th April 2022.

C. To discuss arrangements

Agreed to investigate publicity methods to advertise the Meeting (possibly an insert in the KST)

230.21/22 CONSIDERATION OF REQUEST FROM KING'S SUTTON PRESCHOOL TO VARY THE TERMS OF THE RECENT GRANT AWARD

RESOLVED: To approve the request, noting that the grant monies would now be used to purchase different equipment.

231.21/22 TRAINING: COURSES AND WORKSHOPS

A. To Receive Requests for places on courses

None received.

B. To Receive Feedback from Councillors on attended courses

None.

232.21/22 PLANNING:

A. Chairman's Report: nil report

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

B.1. Applications:

B.1.1 Application No WNS/2022/0264/FUL

**Proposal: Proposed front/side extension.
Location: 1A Orchard Way Kings Sutton OX17 3PY**

Recommendation B.1.1: that the Parish Council objects to the application for the following reasons:

- it considers the site to be overdeveloped already
- the development would intensify the already overbearing nature of the property
- the street scene would be impacted negatively due to the extension being in front of the building line
- parking provision, which is already inadequate, would be further exacerbated

RESOLVED: To adopt recommendation B.1.1.

**B.1.2 Application No WNS/2022/0374/FUL
Proposal: Demolition of existing conservatory, external store and WC.
New two storey side/rear extension and loft conversion.
Location: 4 Orchard Way Kings Sutton West Northamptonshire OX17 3PY**

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/2022/0271/SCR
Proposal: Screening Opinion for proposed construction of a commercial development of between 1.2 million and 1.5 million square feet of logistics/warehousing and associated infrastructure and landscaping on land at Junction 11 M40, Banbury, OX17 2BH
Location: Junction 11 M40, Banbury, OX17 2BH**

Recommendation B.1.3: that the Parish Council responds to the proposal stating that it considers that, due to the likely impact on biodiversity and traffic, a future application should be accompanied by an Environmental Impact Assessment.

RESOLVED: To adopt recommendation B.1.3

**B.1.4 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.1.4: that the Parish Council objects to the application for the following reasons:

DEVELOPMENT OUTSIDE THE VILLAGE CONFINES – the proposal is located outside our village confines - and is in what is designated as a Special

Landscape Area (SLA) (Aynho, Cherwell Valley & Eydon). It marks a continuing urbanisation of what has traditionally been a village community. The Parish Council notes that the LPA currently has in excess of 5 years' (6.32) Housing Supply and that therefore there is no presumption in favour of sustainable development. Neither does the Parish Council accept that the proposed development fulfils the conditions which would make it a 'Rural Exception Site' under the terms of the West Northants Joint Core Strategy Policy H 3. The proposal fails to comply with the relevant Planning Policies as highlighted by WNC's Planning Policy Team in their consultation response.

FLOODING AND DRAINAGE ISSUES – the site and its surroundings have a serious history of flood incidents and whilst the Parish Council notes the contents of the developer's Flood Risk Assessment and acknowledges that the developer has no obligation to improve flood risk, it nevertheless has reservations regarding the likely effectiveness of the proposed attenuation scheme. In particular, the Banbury Lane culvert appears to be already close to capacity and it is felt the interface of the ditch and culvert at the Hampton Drive agricultural entrance is likely to be inadequate. Furthermore, the Parish Council considers that the consultants' calculations have not taken adequate account of a feature of the land surrounding the site. Surface water flooding there, because of the clay features, results in a previously observed characteristic whereby, when a sufficient volume has accumulated on sodden fields upstream of the site, this volume is for a time retained by 'friction' and then, once a certain weight of water accumulates on the ground, it is suddenly released and flows down the hill into any development in its path. This was the cause of the 1998 flooding in Windsor Close and nothing in the developer's outline proposals explains how this flash flooding phenomenon will be addressed.

HOUSE TYPES, SIZES AND AFFORDABILITY ISSUES – the Parish Council notes and concurs with the comments of the Strategic Housing Team in that the proposed housing mix does not meet the needs of the parish. In particular the need for 1-bedroom properties is high (14 households on 25th February 2022 out of a total of 32 on the Housing Register) and the development proposes no 1-bedroom properties. Furthermore, despite the Policy requirement for 5% of developments of over 20 houses to be single storey, no bungalows are proposed, nor are any flats, whilst the Housing Register indicates seven households requiring sheltered accommodation.

INFRASTRUCTURE AND EFFECT ON SUSTAINABILITY OF VILLAGE INCLUDING TRAFFIC, EDUCATION, BUSINESS AND TRANSPORT ISSUES - The village has narrow streets, sharp corners, parking problems on highways and limited access points. Its ability to cope with additional traffic is of major concern. The entrance to the proposed site too is in a congested traffic area. In addition, the main route to Banbury via the Oxford Road, passes over a weight restricted rail bridge and two narrow single file river/canal bridges. The Parish Council questions the assumption that, with car parking 103 cars in the development, it is likely that there will be only 10 cars per hour in and out at peak times as stated in the desk studies and also questions the validity of a traffic survey carried out during the Covid-19 pandemic.

The Parish Council expresses concerns that the preschool's capacity will be exceeded, and highlights that the developer's assertion that there is a medical practice in the village is incorrect. Additionally, there is now only a minibus

bus on Tuesdays and Thursdays aimed at reducing isolation for concessionary bus pass holders rather than the previous regular public bus service.

THE CONSTRUCTION PHASE - The Parish Council believes that, due to the size of the development and the impact of construction upon the traffic in an already constricted area, the Construction Traffic Management Plan should form part of the planning application and not be addressed as part of a planning condition attached to any permission

S106 - Without prejudicing any other comments we have made in presenting our views on the proposed development, it is submitted that if the development is approved, further Section 106 cash requirements should be imposed on the development.

These would be financial contributions to help the village with issues including but not restricted to:

- improving the traffic and road safety situation within the village and on roads leading to and from it
- enhancing bus services to and from the village
- assisting the development of recreation facilities within the village.

ECOLOGY – the Parish Council notes the contents of the Preliminary Ecological Appraisal and that no bat survey has been carried out. Since it is known that bats roost in the adjacent Barwood Homes development, it is felt important that a bat survey and more detailed ecological survey is submitted and that, if necessary, an appropriate European Protected Species Licence should be required.

RESOLVED: To adopt recommendation B.1.4

233.21/22 CCTV:
A. To consider any amendments required to the CCTV policy

RESOLVED: To make no amendments to the policy

B. To receive update regarding the Memorandum of Understanding with the KSMMH

RESOLVED: To accept all amendments proposed by the KSMMH Management Committee (previously circulated)

234.21/22 PROJECT UPDATES: TO RECEIVE REPORTS AND PUT QUESTIONS REGARDING:
A. The Cemetery Extension:

Noted that Cllr Irving would act as a point of contact for the solicitors whilst the clerk was on annual leave.

B. Implementation of Car Charging Points

Noted that the KSMMH Management Committee were intending to engage a solicitor to examine the agreement with BP Chargemaster.

C. Communications Working Group

Noted that the number of responses (96) to the survey regarding the website exceeded the limit for data retrieval with a free licence.

RESOLVED: To approve expenditure of a licence to access to all data.

RESOLVED: To pre-approve reasonable expenses made on behalf of the Parish Council by the Communications Group

235.21/22 TO RECEIVE UPDATE ON THE PHOTOGRAPHY COMPETITION ON THE WEBSITE

RESOLVED: To approve leaflet printing costs in the region of £40 to publicise the competition.

Noted that one further professional judge was sought.

236.21/22 TO CONSIDER RESPONDING TO THE PARLIAMENTARY BOUNDARY REVIEW CONSULTATION

Noted.

237.21/22 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: noted that there had been an incident of street lamp damage in Sandringham Road earlier in the evening.

A.5 The Rec: noted that the signs relating to dogs on leads needed checking for damage and any necessary orders for repair/renewal made

Action: the Clerk

A.6 Traffic Calming and Highways: nil report

A.7 Litter Picking: noted that the Litter Picking Group continued to collect a high volume of litter, some of which was outside the village boundaries.

Agreed to confirm with WNC their responsibilities for collecting litter.

Action: the Clerk

Representatives:

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

B.2 King's Sutton Millennium Memorial Hall: noted that the AGM is on 11th April.

B.3 Poor's Allotment Trust: nil report

B.4 Police Liaison: noted that the beat bus was due on Wednesday 9th March 10am – 12 noon

Agreed to advertise the event on the Parish Council noticeboard.

Action: the Clerk

239.21/22 TO COMMENT ON ISSUES RELATED TO STREET AREAS:

A resident had made observations regarding the congestion caused during the closures of the M40; the response from Highways was **noted** and would be forwarded to the correspondent.

Action: the Clerk

240.21/22 TO RECEIVE ITEMS FOR THE NEXT FINANCE, GOVERNANCE AND POLICY COMMITTEE MEETING (TUESDAY 22ND MARCH 2022) (ORIGINALLY 15TH MARCH 2022)

Protection against fly-tipping

To consider providing financial support to the Mums and Tots Group in lieu of the Youth Club

241.21/22 TO RECEIVE ITEMS FOR THE NEXT MEETING (THURSDAY 7TH APRIL 2022)

None.

The Meeting ended at 9.15 p.m.