

KING'S SUTTON PARISH COUNCIL

King's Sutton Millennium Memorial Hall, Astrop Road, King's Sutton
Banbury, Oxon OX17 3PG

Tel: 01295 816905

Email: clerk@kingssuttonpc.org.uk

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

will be held on

**THURSDAY 9TH JUNE 2022 in the ASTROP ROOM,
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 Annual Meeting held 5th May 2022
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
7. Warden Reports: to consider issues raised by:
 - 7.1 Footpaths Warden
 - 7.2 Tree Warden: to include update regarding Queen's Green Canopy project

KING'S SUTTON PARISH COUNCIL

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- 7.3 War Memorial Warden:
7.4 Litter Picking: to consider removal as a Warden remit
8. Annual Parish Meeting 2022: Review
9. Training: courses and workshops
9.1 To receive requests for places on courses,
9.2 To receive feedback from Councillors/the Clerk on attended courses
10. Gigaclear installation: to note date of public information event : 21st July
4:30pm – 7:30pm in the KSMMH
11. Planning:
11.1 Chairman's Report
11.2 To consider recommendations from the Meeting held at 7p.m. on 9th June 2022
11.2.1 Application WNS/2022/0858/FUL
Proposal: Replacement windows and front door
Location: 11-12 Red Lion Street Kings Sutton OX17 3RH
<https://snc.planning-register.co.uk/Planning/Display/WNS/2022/0858/FUL>
11.2.2 Application No WNS/2022/0868/LDE
Proposal: Certificate of Lawfulness for existing use comprising of the continued use of land for the stationing of a mobile home at Field Barn for residential occupation.
Location: Mobile Home Field Barn Banbury Lane Kings Sutton OX17 3RX
<https://snc.planning-register.co.uk/Planning/Display/WNS/2022/0868/LDE>
11.2.3 Application No WNS/2022/0614/TCA: for information only
Proposal: G1 - Hazels (Corylus avellana), Crown reduction away from neighbouring property to increase light levels to their flowerbeds. G2 - Hazels (Corylus avellana), Selective coppicing of group to clear back from neighbouring property.
Location: Lovells 7 The Square Kings Sutton OX17 3RE
<https://snc.planning-register.co.uk/Planning/Display/WNS/2022/0614/TCA>
11.2.4 Application WNS/2022/0910/TCA
Proposal: G1 - Spruces-Crown lift by 1.5m to increase light levels to the surrounding property. G2 - Maple & Cedar-Crown reduction by 1.5m to maintain suitable tree size for location & increase light levels to neighbouring property
Location: Post Office 1 Spinney Bank House Bulls Lane, Kings Sutton, Northamptonshire, OX17 3RA
<https://snc.planning-register.co.uk/Planning/Display/WNS/2022/0910/TCA>

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11.2.5. Application WNS/2022/0954/FUL

Proposal: Front timber canopy, single storey rear extension including rear canopy, garden wall and pedestrian gate to the side/rear

Location: 19 Richmond Street Kings Sutton OX17 3RS

<https://snc.planning-register.co.uk/Planning/Display/WNS/2022/0954/FUL>

11.2.6 Application WNS/2022/1001/TCA: for information only

Proposal: Goat Willow (T1) - Removal.

Location: Studleigh Farm 22 Wales Street Kings Sutton OX17 3RR

<https://snc.planning-register.co.uk/Planning/Display/WNS/2022/1001/TCA>

12. Finance Governance & Policy Committee:

12.1 Chairman's Report:

12.2 To consider Recommendations from the Meeting held on 17th May 2022:

Recommendation 1: That the Parish Council be minded to release the remaining £900 in the budget for the Jubilee Event on the Rec if requested, supported by evidence of expenditure.

Recommendation 2: That the following re-allocations of designated reserves be made:

2.1 To increase Lighting Renewals by £20,000 to £33,000 by viring £20,000 across from LGR Northamptonshire, leaving 5,000 under LGR Northamptonshire.

2.2 To combine Play Area Renewal with Play Area new equipment.

2.3 To delete Bus Shelters – repairs

2.4 To delete Bus Shelters – repairs

2.4 To add a new category: Elections, allocating £450

Recommendation 3: To note the comments of the Internal Auditor and to keep under review the option to open a multipay charge account but not to apply at the present time.

Recommendation 4: Financial Regulations Review: to approve the 2019 documentation as circulated noting the following amendments:

Para 6.20 – final sentence deleted

Para 11.4 – reference to grants removed (as the Parish Council has a separate policy)

Recommendation 5: Statement of Key Objectives

5.1 To approve the following deletions (noting their inclusion in a separate reference section):

Updating Photography on Village Website

Producing a Flood and Emergency Plan

KING'S SUTTON PARISH COUNCIL

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Installing safety surfacing in the Toddler Play Area and other play areas on the Recreational Ground

Installing CCTV at Millennium Hall

Supporting village clubs and activities post Pandemic

Annual Christmas Fayre

Involvement in Plant a Tree for the Jubilee Scheme Reviewing frequency of trains stopping at Kings Sutton

5.2 To approve the following amendments:

Continued monitoring of all safety surfacing for suitability.

Footpath AS10 diversion

Recommendation 6: Football Club Grant Application: to arrange a meeting chaired by Cllr Burrell and attended by the Clerk, Cllr Read-Maskell (KSPA Representative) and key representatives of the KSPFA and Football Club with the aim of reaching agreement regarding future mowing equipment provision.

Recommendation 7: to adopt the Remit of Biodiversity Warden as circulated and to advertise the role in the King's Sutton Times and on Social Media.

Recommendation 8: King's Sutton its Life and Times:

8.1 To appoint Cllr Wood as Parish Council Representative on the Working Group noting that the Group will their produce their own TOR

8.2 To resolve that the Parish Council would consider favourably any request for financial support

Recommendation 9: Safeguarding Documentation

9.1 To purchase a Fireproof two-drawer filing cabinet (currently available at £685.00 plus VAT) and to inform the donors of the Parish Council's purchase, whilst asking them if they had any other documentation they wished to deposit for safekeeping

9.2 To consider exploring how hard copies can be digitalised

Recommendation 10: Purchase of a Camera To Prevent Fly Tipping: to defer a decision until the following information is available for consideration:

The current scale of the issue of fly tipping

The responsibility for its collection

The mechanism for proper storage of data

How GDPR/Privacy issues are to be addressed (Policy Documentation and Procedures)

Recommendation 11: To purchase of a wormery for KSPA

Recommendation 12: Policies/Plans

12.1 To note the policy review schedule

12.2 To approve:

KING'S SUTTON PARISH COUNCIL

King's Sutton Millennium Memorial Hall, Astrop Road, King's Sutton
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12.2.1 Grants of Financial Assistance Policy (with an amendment: exceptional grants of up to £3000.00 amended to £5000.00)

12.2.2 King's Sutton in Bloom Operating Plan

12.2.3 Charges for the Use of Land owned by the Parish Council

12.2.4 Commemoration of Past Members (with the additional of the option to purchase a memorial plaque)

12.2.5 Memorial Bench Policy (amended to include details of the approved plaques and with the cost of a dedicated bench increased to £1500 to reflect the increase in suppliers' costs)

12.2.6 Safeguarding protocol

Recommendation 13: Clerk's Pay and Conditions

13.1 Clerk's Contract of Employment: to approve amending paragraph 6.4 to read "An additional premium of 8.1% will be added to the relevant NJC rate as determined by calculation under 6.1 and 6.3 above"

13.2 To approve the Clerk claiming Working From Home allowance, backdating the claim to the point at which she had stopped claiming previously.

13. King's Sutton in Bloom: to note any additional information to that in 12.2.2

14. Project Updates: To receive Reports and put questions regarding:

14.1 The Cemetery Extension

14.2 Implementation of Car Charging Points

14.3 Communications Working Group: website

14.4 Biodiversity Projects

15. To receive update on the photography competition on the website

16. To comment on issues related to Street Areas

17. Councillor and Representative Reports: To receive Reports and put Questions to:

17.1 Councillors For:

17.1.1 Amenities:

17.1.2 Cemetery:

17.1.3 Communications:

17.1.4 Lighting:

17.1.5 The Rec:

17.1.6 Traffic Calming and Highways: to include proposal regarding additional traffic calming measures

17.2 Representatives:

17.2.1 King's Sutton Playing Fields Association:

17.2.2 King's Sutton Millennium Memorial Hall

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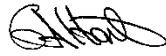
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17.2.3 Poor's Allotment Trust

17.2.4 Police Liaison

18. To Receive items for the next Parish Council Meeting (Thursday 7th July 2022)

Signed:



Clerk

Date: 4th June 2022