

KING'S SUTTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD
AT 7.30 P.M. ON THURSDAY 2ND JULY 2015
IN THE ASTROP ROOM,
KING'S SUTTON MILLENNIUM MEMORIAL HALL**

PRESENT: Cllrs R Burrell (Chairman), M Bailey, R Burne, J Creed,
W Dowling, T Forde, C Hill, R Irving, W Mullis, and R Sykes.

ABSENT: Cllr D Bridson

IN ATTENDANCE: Mrs A Le Druillenec (Clerk)
Cllr I Morris (SNC)

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

**55.15/16 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR
ABSENCE:**

None.

56.15/16 TO RECEIVE REQUESTS FOR DISPENSATIONS:

None.

57.15/16 TO INVITE DECLARATIONS OF INTEREST:

None.

**58.15/16 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF
THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON
THE AGENDA:**

None.

**59.15/16 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE
PARISH COUNCIL MEETING HELD 4TH JUNE 2015:
(previously distributed)**

RESOLVED: It was proposed by Cllr Dowling and seconded by Cllr Irving to Approve the Minutes of the Parish Council Meeting held 4th June 2015.

60.15/16 TO NOTE REPORTS FROM:**A. the Clerk:** (previously distributed)**1. Matters Arising:**

Minute No. 39.15/16:

Gear Change Trial (Agenda Item 10): The Engineer was not able to remove the paint from the glass sides of the lantern. The Clerk has requested a quotation for replacement clear glass so that the trial can be monitored.

Green Energy: Price comparison site. <http://www.greenelectricity.org>
Opus energy may be able to source green energy where additional costs are offset by the Climate Change Levy exemption.

Cemetery: Refurbishment of the gates at the Lychgate: The refurbished gates were re-fitted on 23rd June 2015.

Rotten perimeter post: Replaced 9th June 2015. Cost: £35.00.

Minute No. 42.15/16: Provision of Litter Services (Agenda Item 9): The Contractor was not able to continue beyond 25th June 2015.

Minute No. 47.15/16: Invoice Play Project: Received 9th June 2015 (£23,812.80 + vat) The goal was not included (£500), neither was a claim for additional unforeseen costs. (Agenda Item 15.2)

Minute No. 48.15/16: Electricity Procurement: Update 5th June 2015: Northants CALC's investigations of the market has not yet been completed. Information is being sought from 4 suppliers. Member Councils will be notified of the various available options in July/August.

Minute No. 49.15/16: Thursday Shoppers' Bus: Cheney Coaches Ltd commenced the service on 11th June 2015. Road works on Bulls Lane and Banbury Lane scheduled for 27th -31st July 2015 will affect the service route on 30th July 2015.

Minute No. 52.15/16: ROW: Winter Byway Closures AS32: The Clerk has notified Northants Highways of the Parish Council's support for the closure to vehicles from 1st October and 30th April but that it was in favour of the byway remaining open to pedestrians and horse riders at all times.

Minute No. 53.15/16: Police & Crime Commissioner: Parish Summit 14th July 2015- reminder.

2. Other:

i) Hedge at Banbury Lane: The Technical Director, CALA Homes has advised that the Management Company will arrange for the hedge to be cut twice per year (both sides and top).

ii) Tree Management:

Trees at The Rec: AGU Treecraft has submitted applications for agreed tree works to the Lime trees identified in the Tree Report of 7th January 2015.

AGU has requested dispensation for TPO planning permissions to endure for 5 years, rather than 2 years.

Removal of Deadwood: A quotation in the sum of £2,025.00 + vat has been received. (Agenda Item 11) Following a report from Cllr Bailey, Tree Warden and because of the imminent Official Opening of the Play Area, AGU

Treecraft intends to remove the deadwood from one of the trees near the Combine Harvester multi play unit on 26th June 2015.

Subject to the necessary permissions AGU Treecraft would carry out the crown reduction work and removal of remaining deadwood to the lime trees at the same time.

The ivy has been removed from the tree at The Square.

iii) Community Enhancement Gang: Scheduled visit for one day - 8 a.m. on 24th July 2015. 3 tasks requested, time permitting: Siding out of footway at Orchard Way between The Knob and Upper Astrop Road; Re-anchor barrier at jitty way linking Sandringham Road with Blenheim Rise; Re-set footpath sign pole that is leaning into hedge at 27 Astrop Road on jitty way to the Millennium Memorial Hall.

iv) Village Entry Works: Gateways were installed at Mill Lane and Banbury Lane on 18th June 2015. Now that the exact location of the hidden utility apparatus has been identified Northants Highways has issued an instruction to the lining contractors to apply road markings. Northants Highways will replace the posts at the village nameplate on Upper Astrop Road at no extra charge.

v) Portable VAS Devices: Information has been received from 6 suppliers.

vi) Parking on Glebe Rise: There has been an increase in parking at the corner of Glebe Rise and Astrop Road, allegedly by users of the play equipment. A resident has suggested double yellow lines along this section to deter parking. (Discussed under Agenda Item 15)

vii) Scarecrow Festival: Postponed from 12th July 2015. Alternative date requested: Sunday 27th September 2015. This is the day the Funfair departs after its visit. The Pre-School Play Group has been advised and would like to stage the Festival between 1 p.m. and 4 p.m. on Sunday 11th October 2015.

Action: Cllr Hill (check on clash with Craft Weekend)

viii) Road Safety Project: For Information Only. (Letter from Miss Hanmer previously distributed.)

ix) Road Closures affecting 499 Bus Route during July 2015: Diversions to be put in place.

x) Village Directory of Local Services: Information has been sent to SNC.

xi) Community Laptop: At the Meeting of the Hall Management Committee held 15th June 2015 the Trustees accepted the offer of the laptop computer. (Letter from Secretary dated 26th June 2015)

B. the Chairman: No Report.

C. County Councillor: No Report. Cllr Sawbridge had sent his Apologies.

D. District Councillor: Cllr Morris reported:

i) Flood Alleviation Scheme: There was frustration over the timing. A response from the Environment Agency about funding was not expected before the end of July. The preferred contractor had been given specific dates that may now no longer be realistic. An additional round of tendering for a contractor and slippage into 2016 was becoming more likely. Cllr Morris was doing all he could to progress the Scheme in this calendar year.

61.15/16 TO CONSIDER THE CO-OPTION OF 4 COUNCILLORS TO FILL THE CASUAL VACANCIES CREATED AS A RESULT OF THE UNCONTESTED LOCAL ELECTION OF 7TH MAY 2015:

No expressions of interest had been received.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bailey to defer this item to the next Ordinary Meeting of the Parish Council to be held 6th August 2015.

62.15/16 FINANCE SCHEDULE: (previously distributed)

HSBC Bank Accounts	Bank Statement @ 31.05.15	Cash Book Balance @ 26.06.15
Business Money Manager	£40,694.85	£8,066.23
Community	£1.00	£1.00
Money Market	£162,817.62	£162,817.62

A. To Approve the Payments:

To Ratify

Cheque	Payee	Description	Amt (incl VAT)	VAT
DD	BT plc	Broadband Services Q032 QQ	£114.48	£19.08
104302	KSM MH	Office Hire, Room Rent May2015	£98.50	
104309	Aylesbury Mains Ltd	Inv. 15561 gear tray installation	£61.80	£10.30
104310	TrevorStewartPlay Equipt	Inv. TS103 PlayProject balance	£28,575.36	£4,762.56
104311	Dave Essex	Inv 2266 perimeter post The Rec	£35.00	
104312	Edge Signs Ltd	Inv. 4712 directional parking KSPP	£721.20	£120.20
			£29,606.34	

To Approve

Cheque	Payee	Description	Amt (incl VAT)	VAT
DD	BT plc	Telephone Bill Q035 &8	£196.29	£32.71
104313	Cheney Coaches Ltd	Inv. 21163 Thurs Bus 11,18,25June	£285.00	
104314	A H Contracts	Inv. 8073 dog waste services	£132.00	£22.00
104315	KSM MH	Office Rent, Room Hire June15	£98.50	
104316	M Dempsey	Inv. 1106 Grasscutting	£995.00	
104317	Reg's Café	Inv. KSPC001 Food KSPP 28Jun15	£150.00	
104318	BridsonKnealeAssociatesLtd	Inv. T0179 AnnualsubsMonkeySurvey	£172.80	£28.80
104319	Northants CALC	Inv. 5194 OfftoaFlyingStart 15Jun15	£39.00	
104319	Northants CALC	Inv. 5213 Good Employer 24Jun15	£39.00	
104320	R Burne	Mileage Training 15Jun15	£21.60	
104321	R Burrell	Mileage Training 24Jun15	£41.40	
104322	Jos Whinney	Cemetery gates refurbishment	£500.00	
104323	A Le Druillenec	Salary Month 4	£1,216.04	
104324	HMRC	Tax & NI Month 4	£294.73	
104325	A Le Druillenec	Reimbursement	£6.96	£0.46
		Total	£4,188.32	£83.97

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Forde to Ratify and Approve the Payments.

B. To Note Receipts:

Receipts	Type	Payer	Description	Amt
02.06.15	Cheque	J Wood	Adverts KST	£260.00
26.06.15	Cash	F Mitchell	Thursday Bus 11, 18, 25 June 2015	£92.00
			Total	£352.00

Noted.

63.15/16 LITTER SERVICES:**A. Update on provision of litter services and to consider next steps:**

The Clerk reported that:

- i) The previous Contract had ended on 25th June 2015 and equipment had been returned to the Parish Office.
- ii) Interim arrangements had been put in place w/c 29th June 2015.

The Parish Council considered the application from a 15 year old to provide litter services. Cllr Burrell advised that the status of the person providing litter services would be that of employee.

Agreed: That the level of expectations, controls, and supervision placed on an employer of a young person was a serious consideration and outweighed the merit of wishing to encourage minors to take on such roles.

Cllr Burrell had discussed this with the applicant.

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr Irving to:

- i) Consider a Policy relating to the employment of people aged under 18 years
- ii) Authorise A H Contracts to continue with the current interim arrangements
- iii) Review the provision of litter services.

Action: Finance Governance & Policy Committee

B. To consider a quotation from Trevor Stewart for litter bins:

Mr Stewart had not provided a quotation.

Action: Cllr Hill

C. To review the number of bins required on The Rec, the retention of existing bins and purchase of new ones:

Observations on the current usage were made. The siting and capacity of bins needed reviewing.

Agreed:

- i) To take the comments on board.
- ii) To assess what was required in terms of the design, size, location and quantity of bins on The Rec
- iii) To bring a proposal to the next Ordinary Meeting of the Parish Council to be held 6th August 2015.

Action: Cllrs for The Rec.

64.15/16 FOOTWAY LIGHTING: GEAR CHANGE TRIAL: TO CONSIDER A QUOTATION FOR REPLACEMENT LANTERN GLASS:
(Clerk's Report refers)

No Information had been received.

65.15/16 TREE WORKS: TO CONSIDER A QUOTATION IN THE SUM OF £2,205.00 + VAT FOR REMOVAL OF DEADWOOD TO THE LIME TREES AT THE REC: (previously distributed) (Clerk's Report refers)

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Bailey to Accept the Quotation in the sum of £2,205.00 + vat for removal of deadwood to the Lime trees at the Rec.

66.15/16 TRAINING:

A. To consider requests:

Name	Course	Provider	Date	Venue	Cost
Cllr Irving	Chairmanship	NCALC	20 th July 2015	Litchborough	£39.00

A place had been reserved for Cllr Irving.

B. To receive feedback on courses attended:

B.1. Off to a Flying Start: 15th July 2015: Attended by Cllr Burne: Useful.

B.2. How to be a Good Employer: 24th June 2015: Attended by Cllr Burrell: Excellent, if a little long. Topics covered: Recruitment to Appointment, Grievance and Discipline.

67.15/16 FLOOD ALLEVIATION GROUP:

A. Report on Meeting held 30th June 2015: Cllr Forde reported on matters discussed at the meeting including mention of the Funding shortfall for the Wales Street FAS and the discharge of Condition 5 for the Barwood FAS.

Noted.

68.15/16 PLANNING:

A. Chairman's Report: No Report.

B. To consider recommendations arising from the meeting of the Planning Committee held at 7.00 p.m. on 2nd July 2015:

B.1 Application No: S/2015/1234/FUL

Proposal: Part two storey, part first floor side extension. Pitched roof over existing garage.

Location: 12 Glebe Rise, King's Sutton

Recommendation B.1: The Parish Council did not wish to Comment.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Sykes to Adopt Recommendation B.1.

B.2 Application No: S/2015/1302/FUL

Proposal: Proposed new agricultural building

Location: Purston Manor Farm, Little Purston, Brackley (King's Sutton Parish)

Recommendation B.2: The Parish Council did not wish to Comment.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Mullis to Adopt Recommendation B.2.

B.3 Application No: S/2015/1349/FUL

Proposal: Rear Extension and addition of storey above existing garage

Location: 27 Astrop Road, King's Sutton

Recommendation B.3: The Parish Council did not wish to Comment.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Mullis to Adopt Recommendation B.3.

C. FOR INFORMATION:

C.1 Application No. S/2015/1221/TCA

Proposal: T1 Pear Tree - Reduce by 30% (1metre) to reduce sail area

Location: The Bakery, 1 Wales Street , King's Sutton

Noted.

C.2 Application No. 1242/TCA

Proposal: T1-Spruce, Fell. T2 - Birch, Reduce by 12m (approx. 40%) and shape remaining canopy

Location: 30 Whittall Street, King's Sutton

Noted.

C.3 Application No. S/2015/1273/LDP

Proposal: Lawful Development Certificate for a proposed single storey rear extension and detached garden room

Location: 32 Astrop Road, King's Sutton

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Sykes to make No Comment on C.3.

69.15/16 KING'S SUTTON PLAY PROJECT:

A. Report on Official Opening held 28th June 2015: Cllr Hill reported. The Cllrs for The Rec were grateful to Cllrs Burrell and Irving and Mrs Lynn Reason for their help in setting up for the event which had been successful.

Agreed: To contribute an article for the KS Times, September 2015 issue.

Action: Cllr Irving.

B. To consider a claim from the Contractor for additional unforeseen costs arising from the delayed completion of the project:

None received. No further action.

C. To Approve the purchase of a plaque in recognition of the grant received from South Northants Homes in 2012:

The matter was in hand.

Action: Cllr Hill.

D. Car Parking on roads in the vicinity of The Rec and Request for Double Yellow Lines:

(Letter and photographs from resident; email from resident re. hazards of pulling out of Glebe Rise due to increased parking along Astrop Road by users of the play area - previously distributed; also referred to in Clerk's Report)

The Chairman explained that prior to the planning application for the play equipment the Parish Council had had a pre application meeting with the Case Officer and a site meeting with Northants Highways about highway safety. A Condition of the planning permission was to install adequate signage on the verges of The Rec, not the highway, to promote the parking area at the Millennium Memorial Hall. Details of the design and proposed installation of the directional signage were approved by SNC prior to commencement of the installation of the play equipment.

Northants Highways did not advocate a crossing, neither were road markings thought to be necessary.

The Parish Council had taken the advice of the Statutory Authorities.

The Parish Council had also agreed to monitor parking by users of the play area and if necessary, to review the situation with the Community Liaison Officer, Northants Highways.

It was **Noted** that:

i) Cones had been placed along the Knob by a third party.

ii) There were enforcement issues with regard to inconsiderate parking.

According to The Highway Code: Parking within 10 metres of a junction is not recommended if it were to cause an obstruction; Stopping on yellow lines was permitted for up to 20 minutes if children were being dropped off.

PROPOSAL: Proposer: Cllr Forde Secunder: Cllr Irving

To allow time for usage of the new play area to settle down and consider the situation at the Parish Council meeting in September 2015.

Cllr Burne was in favour of reviewing the matter in August. September was too late. The speed of traffic along Astrop Road combined with the additional hazard of parking near the junction made exiting from Glebe Rise both dangerous and blind. Cllr Burne was in favour of yellow lines.

Amendment to Proposal: Proposer: Cllr Burne

To review the situation in August.

The Amendment was not seconded and was not put to the vote.

Summing up: Cllr Forde: Keep the issue of measures under review.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Irving to monitor the implications of the play area, gather evidence, and review the situation in September 2015.

Voting: 8 In favour: 2 Abstentions

70.15/16 CEMETERY:

A. To consider the response received to the Parish Council's enquiry to acquire additional land: Cllr Creed read out the reply of 18th June 2015 from Mr George Chichester, Agent to the Astrop Estate setting out an initial response to the Parish Council's enquiry about the sale of a parcel of land. The Agent had advised that the owners would prefer to sell an area immediately to the east of the existing Cemetery, rather than to the south. The Agent had listed, for consideration in principle by the Parish Council, various stipulations relating to costs and timetable in relation to a prospective sale.

Agreed that:

- i) The Parish Council's preferred area of land would be to the south of the Cemetery in order to accommodate car parking.
- ii) In the event of a land transaction going ahead the Parish Council would need to appoint an Agent to act on its behalf.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Burrell to:

- i) Clarify which piece of land was definitely available for purchase prior to progressing further
- ii) Consider the matter, once information about the available land was known, at the next Meeting of the Finance Governance & Policy Committee Meeting to be held 21st July 2015.

Action: Cllr Creed

71.15/16 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:

A. Rights of Way: Mr Dave Hall had advised that:

- i) Repairs to the stile by the stream at AS11: No progress.
- ii) Notices re. footpath closure and diversion at the Barwood Homes site: No progress.
- iii) Drop between the edge of AS10 and the fence at The Meadows: CALA Homes had the matter in hand.

B. Trees: Cllr Bailey reported.

Parish Council Application No. S/2015/1429/TPO: Tree Works at The Rec: Application had been received. To be considered at the next meeting of the Planning Committee to be held 6th August 2015.

C. War Memorial: No Report.

D. Amenities: Cllr Burrell reported:

King's Sutton in Bloom 2015: Judging to take place in late July /early August.

Prizes would be awarded at the Annual Show on 15th August 2015.

Agreed:

i) That Mrs Vallery Lee represents the Parish Council as a member of the judging team.

ii) To promote the event on the website.

Action: Cllrs Burrell and Bridson

E. Communications: No Report.

F. Cemetery: No further Report.

G. Lighting: No Report.

H. The Rec:

i) Directional Signage: Cllr Hill advocated repositioning the parking sign on Astrop Road to the space between the signs on The Knob. The Chairman advised that the signs had been placed in the locations according to plans approved by the Planning Authority.

ii) Public Conveniences: Cllr Dowling was in favour of a toilet facility on The Rec. **Noted.**

I. Traffic Calming and Highways:

I.1 To Note Police feedback report on the Speed Watch campaign between 12th April and 17th May 2015: No information.

I.2 Mill Lane Speed Limit Review: Challenge to the Appeal process: Cllr Sykes was following this up.

J. Street Areas:

i) Hedge at The Old Bakery, Wales Street: The hedge had been cut back.

72.15/16 CORRESPONDENCE:

A. Police & Crime Commissioner: Parish Walkabout: To consider whether to invite Mr Adam Simmonds, PCC to visit King's Sutton in August 2015 in order to discuss specific issues:

Mr Simmonds was available for 30 minutes from 3 p.m. on 18th August 2015.

PROPOSAL: Proposer: Cllr Irving Seconder: Cllr Burrell

i) To decline the offer of a visit

ii) To ask that Mr Simmonds contacts the Parish Council to address the issue of inadequate coverage of the area by PCSOs.

COUNTER PROPOSAL: Proposer: Cllr Hill Seconder: Cllr Dowling

i) To agree to the visit on 18th August 2015.

**Voting on the Counter Proposal: 4 In Favour: 5 Against
Not carried.**

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Burrell to decline the offer of a visit on 18th August 2015 preferring to ask that Mr Simmonds contacts the Parish Council about inadequate coverage of the area by PCSOs.
Action: the Clerk

B. To consider a request to hold a Boot camp on The Rec for one hour every Saturday early morning for 6-8 weeks during the Summer:

In the absence of further details the Parish Council was not able to consider the request. The request was **Noted**.

72.15/16 TO RECEIVE ITEMS FOR THE MEETING OF THE FINANCE GOVERNANCE & POLICY COMMITTEE (TUESDAY 21ST JULY 2015):

**Policy: Employment of Young People
Wales Street FAS: Funding**

73.15/16 TO RECEIVE ITEMS FOR THE NEXT PARISH COUNCIL MEETING (THURSDAY 6TH AUGUST 2015):

None.

The Chairman thanked Cllr Morris for his attendance.

The Meeting ended at 9.15 p.m.