

KING'S SUTTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD
AT 7.43 P.M. ON THURSDAY 3RD SEPTEMBER 2015
IN THE ASTROP ROOM,
KING'S SUTTON MILLENNIUM MEMORIAL HALL**

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

ABSENT: Cllrs J Creed, C Hill

IN ATTENDANCE: Mrs A Le Druillenec (Clerk)
Cllr R Sawbridge MBE, NCC

Chairman's Announcement:

The Openness of Local Government Bodies Regulations 2014:

93.15/16 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:

Apologies had been received from Cllrs Creed and Hill.

RESOLVED: It was proposed by Cllr Bailey and seconded by Cllr Forde to Approve the Reasons for Absence submitted by Cllrs Creed and Hill.

94.15/16 TO RECEIVE REQUESTS FOR DISPENSATIONS:

None.

95.15/16 TO INVITE DECLARATIONS OF INTEREST:

None.

96.15/16 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:

Item 15: Review of Parking in the vicinity of The Rec: Mr M Stayton, resident of Glebe Rise mentioned his concerns.

- i) Lack of visibility at the junction of Astrop Road and Glebe Rise - becoming a problem junction
- ii) Potential for collision with children darting across
- iii) Vehicles parked on pavement along The Knob
- iv) Concern for elderly pedestrians especially in slippery conditions.

97.15/16 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD 6TH AUGUST 2015:
(previously distributed)

Amendment: Proposed by Cllr Burrell, seconded by Cllr Bailey:
Minute No. 82.15/16: The trial gear tray had ~~40~~ 12 LEDs.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bailey to Approve the Minutes as Amended of the Parish Council Meeting held 6th August 2015.

98.15/16 TO NOTE REPORTS FROM:

A. the Clerk: (previously distributed)

Minute No. 79.15/16: Name plates at Spinney Bank and Paradise: The name plate at Spinney Bank will be removed from its current position in the garden and affixed to the wall. SNC is waiting to hear from the occupier of the dwelling where the Paradise nameplate is located for permission to enter the garden to deal with the nameplate.

Carriageway works: Northants Highways has acknowledged the Parish Council's comments of satisfaction on the works carried out in Bulls Lane and Banbury Lane.

Fourth dog sign: Invoice re. installation awaited.

Perimeter posts at The Rec: 2 more posts have needed to be repaired since the previous meeting at a cost of £35 per post. One post was along the Astrop Road access road to the entrance to the KSMMH, the other was opposite No 50 Astrop Road and is the first of the posts installed in 2010 to be damaged.

Cemetery Urns: Cost to remove: £20. Thanks to Cllr Mullis for supplying the 2 slabs at no extra cost.

Minute No. 82.15/16: Electrical Testing of 121 Lighting Units: Order placed on 13th August 2015.

Minute No. 84.15/16: KS Football Club: 2 dugouts: Order placed on 13th August 2015 with Boyd Sport & Play Limited t/a sportsequip.co.uk.

Delivery received 3rd September 2015. 2 seats to be sent on by courier. The FC will install the dugouts, giving the PC time to view them prior to making the payment to the supplier. Cost: £8,086.80.

The Chairman of KSFC is immensely grateful to the Parish Council and delighted that the project will be realised.

Minute No. 86.15/16:

A: Andrea Leadsom MP: Reply received 28th August 2015 advising that Mrs Leadsom had written to the Chief Executive of the Environment Agency on 12th August 2015 in response to correspondence from Cllr Morris and again on 20th August 2015 in response to Cllr Burrell's letter, requesting an urgent investigation into the issues raised.

B: Barwood Homes, Little Rushes development: A formal letter of enquiry was sent on 13th August 2015. Followed up with tel. call on 28th August requesting response by 3rd September. None received.

Minute No. 89.15/16:

B.2: Grant of Financial Assistance to KS Youth Club: The Chair has expressed her gratitude for the grant award and looks forward to starting up the Youth Club in September.

B.3.2: Trevor Stewart Litter Bins: Order placed for 7 bins on 27th August 2015.

B.3.4: Litter Services Contractor: A H Contracts was notified on 27th August 2015 of the plans to replace the litter bins on The Rec and asked to continue to provide litter services.

B.4: Street Furniture: Cllr Mullis is liaising with Alan Quick who will be ready to commence work in the next week or two. Quotation accepted 27th August 2015.

B.5.2: New Homes Bonus application submitted on 27th August 2015. This should be a formality as due to the efforts of Cllr Morris, and rather than wait for a decision of the Grants Panel in October, the Grants Officer arranged an urgent meeting at SNC on 11th August 2015 and secured a decision that the NHB funds in the sum of £14,640 would be committed to the FAS. Jackie Fitzsimons, Lead Officer for the FAS was notified of the decision.

Minute No. 90.15/16 H: Tickets on Windscreens: Notices prepared in readiness for the Bank Holiday weekend.

2. Other:

i) CALA Homes s106 developer contribution: Leisure, Recreation and Open Space: Final instalment. Total: £32,786.11.

The amount is calculated as follows: £1,921.53 indexation collected from first payment; £25,100 for the second payment; £5,764.58 indexation.

An invoice has been raised for SNC to release the funds.

ii) Visit of Funfair: 22nd - 27th September 2015.

iii) Creation of Footpath, Upper Astrop Road: Work rescheduled to commence on 5th October 2015.

iv) Lamp No. 2 Windsor Close: Fault reported.

v) Road Closure: Astrop road (part) 30th September - 3rd October 2015. Cheney Coaches advised re. Thursday Bus service 1st October 2015.

B. the Chairman: No Report.

C. County Councillor: Cllr Sawbridge MBE reported on the Middleton Cheney Division and the main issues facing its 13 parishes including cross border impacts of traffic and house building programmes.

Cllr Sawbridge has requested that NCC conducts periodic traffic counts on the B4100 and B4031. He has drawn the Highway Authority's attention to the increasing problems at the Twyford/A4260 junction and to potential ones at Overthorpe. Retail development is planned to the east of the M40 (Cherwell District). Construction works relating to HS2 will affect roads in the Division.

Cllr Sawbridge continues to advocate for traffic lights at the junction of Twyford Road and Banbury Road and to press for joint meetings between the neighbouring district and county councils.

Cllr Irving thanked Cllr Sawbridge for pursuing these matters.

NCC Empowering Councillors Fund: Cllr Sawbridge had prepared the application for a grant of £2,500 for the footpath at Upper Astrop Road.

The Chairman thanked Cllr Sawbridge for his report. (copy held on file)

D. District Councillor: No Report. Cllr Morris had sent his Apologies.

99.15/16 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:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Burne to defer this matter to the next Ordinary Meeting of the Parish Council.

100.15/16 FINANCE SCHEDULE:

HSBC Bank Accounts	Bank Statement @ 31.07.15	Cash Book Balance @ 28.08.15
Business Money Manager	£14,137.47	£7,076.35
Community	£1.00	£1.00
Money Market	£153,019.47	£152,959.47

A. To Approve the Payments:

To Ratify					
Cheque	Payee	Description	Amt (incl VAT)	VAT	
DD	BT plc	Internet services bill Q033 U4	£122.64	£20.44	
To Approve					
Cheque	Payee	Description	Amt (incl VAT)	VAT	
104345	Cheney Coaches Ltd	Inv. 21360 Thurs Bus August 2015	£380.00		
104346	A H Contracts	Inv. 8182 dog waste&litter services	£331.68	£55.28	
104347	KSM MH	Office Rent, Room Hire August15	£98.50		
104348	M Dempsey	Inv. 1120 Grasscutting	£920.00		
104349	Dave Essex	Inv. 2282; 2284 Posts The Rec	£70.00		
104350	P A Cousins	Inv. 123 Cemetery urns	£20.00		
104351	SNC	Inv. 3087084 Pest Control	£45.00	£7.50	
104352	CPRE	Membership 15/16	£36.00		
104353	BDO LLP	External Audit 2014/2015	£360.00	£60.00	
104354	A Le Druillenec	Salary Month 6	£1,095.97		
104355	HMRC	Tax & NI Month 6	£214.01		
Total			£3,239.48	£67.50	

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

A.1 Additional Payments:

Payee	Invoice	Amount (incl VAT)	Cheque No.
Banbury Litho Ltd	13224	£720.00	104356
Boyd Sport & Play Limited	23171	£8,086.80	104358
SNC	3087390	£395.00	104359

Payee	Invoice	Amount (incl VAT)	Cheque No.
Aylesbury Mains Ltd	15727	£48.24	104360

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bailey to Approve the Additional Payments.

B. To Approve s137 expenditure in the sum of £30.00 for a poppy wreath:

RESOLVED: It was proposed by Cllr Burne and seconded by Cllr Dowling to Approve s137 expenditure in the sum of £30.00 for a poppy wreath.

C. To Note Receipts:

Receipts	Type	Payer	Description	Amt
06.08.15	Cheque	KS Horticultural Society	KS in Bloom	£50.00
13.08.15	Cheque	J & M Humphris	Plot GAR65; ERB325	£186.00
25.08.15	Cheque	Edd Frost & Daughters	Plot GAR54; ERB 324	£223.00
27.08.15	Cheque	Edd Frost & Daughters	Plot GAR54; ERB 324	£74.00
27.08.16	Cheque	CoOp Funeralcare	Re-open Plot 249	£84.50
			Total	£617.50

101.15/16 ANNUAL RETURN 2014/2015:

A. To Note the Conclusion of Audit for YE 31st March 2015:

The RFO was congratulated on her preparation of the Annual Return. The External Auditor had signed off Section 3 on 31st July 2015.

Noted.

Sections 1-3 and the Issues Arising Report will be displayed in the Parish Noticeboards for the statutory period.

Action: the Clerk

B. To Note the Issues Arising Report: (previously distributed)

Issue: Recording of Fixed Assets (new play equipment): The External Auditor recommended that as soon as the expenditure is completed the asset must be included in the Asset Register and the figure in Box 9 is updated to reflect this new asset.

Noted.

Expenditure was completed on 11th June 2015 and the new play equipment had been recorded on the Council's Asset Register.
(Minute No. FGP: 10.15/16 refers)

C. To Approve and Accept the Annual Return: (previously distributed)

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Sykes to Approve and Accept the Annual Return 2014/2015.

102.15/16 TRAINING:

A. To consider requests: None.

B. Roles and Responsibilities Training Course: 26th September 2015

Cost: £50 pp.

Details to be circulated for information.

Action: the Clerk

103.15/16 FLOOD ALLEVIATION GROUP:

A. Wales Street FAS: Update: For Information:

Cllr Forde referred to the letter from Mr Phil Younge, Area Manager, Lincolnshire & Northamptonshire Area, Environment Agency dated 28th August 2015 to Cllr Burrell.

Mr Younge had confirmed that funding in the sum of £659,936.00 was in place and the Environment Agency had contacted SNC to confirm approval for the FAS to proceed.

Cllr Forde attributed this successful outcome to Cllr Morris, whose sustained support had been instrumental, and to Andrea Leadsom MP, whose interventions had been productive.

The letter set out the funding breakdown. Total Funding in the sum of £659,936.00 had been secured. This was more than twice the original cost, possibly an estimated figure to include every conceivable risk.

SNC had secured partnership contributions in the sum of £120,000, of which £45,000 would be from King's Sutton Parish Council

King's Sutton was also entitled to Flood Defence Grant Aid of £96,000.

This left a shortfall in the sum of £400,000.

The Thames Regional Flood and Coastal Committee (RFCC) had agreed to support the use of the local levy to fill the funding gap.

Agreed: To email a copy of the letter from the Environment Agency to members of the Flood Alleviation Group and to Cllr Bridson, Cllr for Communications.

Action: Cllr Forde

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Burrell to place on record the thanks of the Parish Council to Cllrs Morris and Forde for their considerable efforts in achieving this result, and to Andrea Leadsom MP for intervening on the Parish Council's behalf.

Agreed: To write letters of thanks to Andrea Leadsom and Cllr Morris.

Action: the Clerk

Agreed: To write a letter of thanks to the Chair of the RFCC

Action: Cllr Forde

104.15/16 PLANNING:

A. Chairman's Report: Cllr Forde reported.

A.1. Barwood Homes, Little Rushes Site: Site Manager, Nick Jenkins had pinned a newsletter on the gateway to the site.

On site works:

- i) Construction of the Flood Alleviation Scheme and storm water system was more or less complete and fully operational
- ii) Water quality was being monitored
- iii) Roads and sewers were 60% complete
- iv) Foundations had been laid for 12 dwellings
- v) The compound and parking area had been built
- vi) The Show Home would open in November 2015
- vii) 300 loads of spoil had been removed from the site with 200 more to come
A road sweeper would be used.

Off site works:

- i) AS10: The gate at Hampton Drive leading to Home Farm field had been repositioned and the diversion was no longer required.
- ii) Hampton Drive: Sewer construction
- iii) Sandringham Road: Upgrading of electrical connections
- iv) Gas and Water re-connection- possibly at the same time as re-trenching of cables.

Agreed: To post up a summary on the website.

Action: Cllrs Forde and Bridson

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Irving to further follow up the letter of 13th August 2015 and subsequent phone call of 28th August 2015 to Mr Jamie Gibbins, Managing Director, Barwood Homes requesting written confirmation of the formal discharge of Condition No. 5 and its signing off by SNC and the Environment Agency.

Action: the Clerk

B. To consider recommendations arising from the meeting of the Planning Committee held at 7.00 p.m. on 3rd September 2015:

B.1 Application:

Application No: S/2015/1775/FUL

Proposal: Replacement dwelling

Location: Hill View Cottage, Purston Road, Purston

The views of the Conservation Officer, SNC, that the policy for building in the open countryside was not in line with the National Planning Policy Framework were **Noted**.

The Committee had No Objections to the design which incorporated the re-use of the existing materials.

Recommendation B.1: To offer No Comments.

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

B.2 To Note Decision:

Application No: S/2015/1429/TPO

APPROVAL

Proposal: G1 - Lime x 32 - Crown raise to 3.0m, remove suckers & epicormic shoots. T1 - Lime 15% crown thin to reduce overall crown density

Location: King's Sutton Recreation Ground, Astrop Road, King's Sutton

Noted.

B.3 OCC: Minerals and Waste Local Plan: Part 1 - Core Strategy Proposed Submission Document, August 2015:

Recommendation B.3: To Note that the Plan would have no direct effect on King's Sutton and to make No Response.

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

B.4: National Policy for the Built Environment: To consider a Key Issue 'Community Involvement and Community Impact', Q12: How effectively are communities able to engage with the process of decision making that shapes the built environment in which they live and work? Are there any barriers to effective public engagement and, if so, how might they be addressed?

Recommendation B.4: To make No Response.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Sykes to Adopt Recommendation B.4.

105.15/16 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:

A. Rights of Way: No Report presented.

B. Trees: No Report.

C. War Memorial: No Report.

D. Amenities: No Report.

E. Communications: Cllr Bridson reported.

i) Website Upgrade and Enhancement: The website is now compatible with small screen mobile devices such as tablets.

ii) Advertising: Receipts related to Google AdSense and totalled £42.24 for the 8 months to 31st August 2015.

F. Cemetery: (Land Proposal previously distributed)

Agreed:

i) To seek further clarification on available land from the vendors

ii) To bring the proposal to the attention of the Finance Governance & Policy Committee meeting to be held 15th September 2015 with a view to making a recommendation to the next Ordinary Meeting of the Parish Council to be held 1st October 2015.

G. Lighting: No Report.

H. The Rec: No Report.

I. Traffic Calming and Highways:

I.1 Astrop Road: Cllr Sykes reported.

i) Resident's request to review the decision not to install a gateway at the village entry point: The resident had been advised of the plans for road markings and the technical reasons against the installation of a gateway.

ii) Portable VAS along Astrop Road: Information from several suppliers had been received and was being examined. Cost ranged from £1,500 - £3,000. Cllr Sykes is arranging a site meeting with Mr Steve Barber, VAS Projects, NCC to discuss the various quotations with a view to bringing a recommendation to the next Ordinary Meeting of the Parish Council to be held 1st October 2015.

I.2 Community Speed Watch: Cllr Bailey reported.

The Police had issued one letter.

There had been a good take up of posters for wheelie bins.

J. Street Areas: Various reports:

Cllr Bailey: Inquiry re. skips on the highway: **No further action.**

Cllr Bridson: Overhanging shrubs at Upper Astrop Road.

Cllr Sykes: Overgrown hedge at jitty way.

Cllr Dowling: Brambles at jitty way, Sandringham Drive.

Cllr Mullis: Ivy cut back from shed in Richmond Street. **No further action.**

106.15/16 CORRESPONDENCE:

A. Northants CALC AGM 17th October 2015: Invitation to attend:

A.1 To Appoint one voting delegate:

A.2 To nominate non-voting delegates:

A.3 To submit a resolution for debate:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Burrell to make Neither Appointments, Nominations nor Submissions to the N CALC AGM 2015.

107.15/16 REVIEW OF PARKING IN THE VICINITY OF THE REC BY USERS OF THE PLAY EQUIPMENT:

A. To consider evidence gathered during monitoring period since 2nd July 2015:

None.

B. To consider measures discussed at Site Meeting with Community Liaison Officer, Transport and Highways, NCC held 2nd September 2015:

Cllrs Burrell, Hill and Burne were present at the site Meeting with Mrs Helen Howard, NCC. The Meeting considered the application of double yellow

lines, the need for a children's road crossing and whether to make parking available along the highway verge at the edge of The Rec along Astrop Road. Mrs Howard recommended the following measures:

- i) To apply for double yellow lines at the following junctions: Glebe Rise/Astrop Road; The Knob/Astrop Road; The Knob/Richmond Street.
- ii) To assess the impact of double yellow lines before considering a road crossing
- iii) To defer any consideration to make additional Parking available along the highway verge at the edge of The Rec at Astrop Road.

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr Burne to Adopt the Recommendations of Mrs Howard.

Note: The length of the proposed double yellow lines was not stated.

Cllr Burrell advised of the urgency of submitting an application for double yellow lines. The annual NCC review of parking restrictions was in progress. The Proposal was discussed and the following observations made:

- i) Reduced visibility attributed to parked vehicles were considered to be self-restricting
- ii) Concern over the creeping suburbanisation of the village, particularly in the Conservation Area
- iii) The Play Area was fashionable this year but this might change as other villages enhance their play areas
- iv) Loss of residents' parking
- v) Enforcement
- vi) Alternatives to double yellow lines
- vii) Better to do something
- viii) Volume of traffic is increasing.

Cllr Irving took the Chair for the Summing Up by Cllr Burrell.

Cllr Burrell summed up as follows:

- i) Subjective views had been expressed with regards to the need for double yellow lines or a road crossing.
- ii) Northants Highways is the competent authority on how these issues are best resolved.
- iii) Residents' concerns are altruistic and centred on the potential for an accident involving a child.
- iv) The way forward is to accept the recommendation of the Highway Authority and to apply for double yellow lines.

A **Vote** was taken:

For: 5 Against: 2 Abstained: 2

The Proposal was **CARRIED**.

RESOLVED: To submit an application for double yellow lines at the following junctions:

- i) Glebe Rise/Astrop Road
- ii) The Knob/Astrop Road
- iii) The Knob/Richmond Street.

Cllr Burrell returned to the Chair.

108.15/16 TO RECEIVE ITEMS FOR THE NEXT MEETING OF THE FINANCE GOVERNANCE & POLICY COMMITTEE (TUESDAY 15TH SEPTEMBER 2015):

Cemetery: Land Proposal

Lighting: Maintenance

109.15/16 TO RECEIVE ITEMS FOR THE NEXT PARISH COUNCIL MEETING (THURSDAY 1ST OCTOBER 2015):

A resident requested an item on Litter and was invited to provide further information.

The Meeting ended at 9.10 p.m.