

KING'S SUTTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD
AT 7.30 P.M. ON THURSDAY 1ST OCTOBER 2015
IN THE ASTROP ROOM,
KING'S SUTTON MILLENNIUM MEMORIAL HALL**

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

ABSENT: Cllrs R Burrell, W Mullis, R Sykes

IN ATTENDANCE: Mrs A Le Druillenec (Clerk)

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

**110.15/16 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR
ABSENCE:**

Apologies had been received from Cllrs Burrell, Mullis and Sykes.

RESOLVED: It was proposed by Cllr Dowling and seconded by Cllr Forde to Approve the
Reasons for Absence submitted by Cllrs Burrell, Mullis and Sykes.

111.15/16 TO RECEIVE REQUESTS FOR DISPENSATIONS:

None.

112.15/16 TO INVITE DECLARATIONS OF INTEREST:

None.

**113.15/16 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF
THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON
THE AGENDA:**

Item 13: A Road Safety Song for Children is being composed.

**114.15/16 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE
PARISH COUNCIL MEETING HELD 3RD SEPTEMBER 2015:
(previously distributed)**

RESOLVED: It was proposed by Cllr Bailey and seconded by Cllr Dowling to Approve the
Minutes of the Parish Council Meeting held 3rd September 2015.

115.15/16 TO NOTE REPORTS FROM:**A. the Clerk:** (previously distributed)

Minute No. 98.15/16:

Electrical Testing of Lights: Scheduled for 14th September 2015 but put on hold pending a decision on the cleaning of the lamp heads and lanterns.

KS Football Club Dugouts: The dugouts are to be concreted in place by the Football Club. The 2 seats were subsequently delivered and installed.

Payment has been made.

Minute No. 100.15/16: Poppy Wreath: Delivered to Parish Office on 24th September 2015.

Minute No. 101.15/16: Conclusion of Audit information was displayed in the noticeboards from 4th September 2015 for the statutory period.

Minute No. 102.15/16: Cllr Creed attended the training course, Roles and Responsibilities.

Minute No. 103.15/16: Wales St. FAS: Letters of thanks were sent to Cllr Morris and to Andrea Leadsom MP on 4th September 2015. Cllr Morris thanked the Parish Council for the letter saying he really appreciated it but that it was a team effort and the Parish Council and Andrea Leadsom played a very part in that Team.

Minute No. 104.15/16: Barwood Homes, Little Rushes Site, FAS: Mr Jamie Gibbins, MD Barwood Homes confirmed that 'the attenuation ponds are formed as are all the headwalls and the system is working. It is not yet landscaped but this does not affect its functionality.'

Mr Gibbins has confirmed that the scheme has been installed in accordance with the approved drawings but does not believe that Condition 5 requires a sign off procedure.

Minute No. 104.15/16B.2: Tree Works at The Rec: AGU Treecraft carried out the works on 11th September 2015. Due to staffing levels the Contractor was unable to remove the deadwood from the trees. This and the works to trees at the Cemetery will be done as soon as possible.

Minute No. 107.15/16: Review of parking the Vicinity of The Rec: The Application for double yellow lines was submitted on 8th September 2015. Northants Highways made a site assessment on 24th September 2015.

2. Other:

i) Funfair: Visit 22nd - 27th September 2015. Thank you to Derek Wolton for unlocking the posts once again for the Funfair.

The Funfair would find it helpful if a second access point could be created further along Astrop so that the lowest and wettest point could be avoided or the traffic movements shared between the two openings to lessen the impact. The Funfair has suggested, and is prepared to supply, an alternative design for the drop down posts.

Agreed: To explore the suggestions put forward by the Funfair and bring a recommendation to the next Ordinary Meeting of the Parish Council to be held 5th November 2015.

Action: Cllrs for The Rec

The Brackley Safer Community Team, Northants Police were notified in advance of the Funfair's visit. PCSO Graham Suppiah monitored the area.

- ii) Scarecrow Festival: Sunday 11th October 2015 on The Rec 1 p.m. - 4 p.m.
 iii) Lamp Faults: No 6 Astrop Road (repaired). Lamps 10 & 11 Astrop Road.

B. the Chairman: No Report.

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

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

116.15/16 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 Forde and seconded by Cllr Burne to defer consideration of this item to the next Ordinary Meeting of the Parish Council to be held 5th November 2015.

117.15/16 FINANCE SCHEDULE:

HSBC Bank Accounts	Bank Statement @ 31.08.15	Cash Book Balance @ 25.09.15
Business Money Manager	£7,091.66	£38,042.17
Community	£1.00	£1.00
Money Market	£152,959.47	£142,959.47

A. To Ratify and Approve the Payments:

To Ratify				
Cheque	Payee	Description	Amt (incl VAT)	VAT
104356	Banbury Litho Limited	Inv. 13224	£720.00	
	Boyd Sport & Play			
104358	Limited	Inv. 23171	£8,086.80	
104359	SNC	Inv. 3087390	£395.00	
104360	Aylesbury Mains Ltd	Inv. 15727	£48.24	£8.04
	DD BT plc	Telephone billQ036 3l	£203.59	£33.93
To Approve				
Cheque	Payee	Description	Amt (incl VAT)	VAT
104361	Cheney Coaches Ltd	Inv. 21461 Thurs Bus September 2015	£380.00	
104362	A H Contracts	Inv. 8238 dog waste& litter services	£363.60	£60.60
104363	KSMH	Office Rent, Room Hire September15	£108.00	
104364	M Dempsey	Inv. 1131Grasscutting	£850.00	
104365	Alan Quick	Inv. 23 Street Furniture	£1,660.00	
104366	Aylesbury Mains Ltd	Inv. 15790	£69.36	£11.56
104367	LGRC	Training 26Sept15	£50.00	
104368	AGU Treecraft	Inv. 2509004	£684.00	£114.00
104369	A Le Druillenec	Salary Month 7	£1,095.97	
104370	HMRC	Tax & NI Month 7	£214.01	
		Total	£5,474.94	£186.16

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

B. To Note Receipts:

Receipts	Type	Payer	Description	Amt
04.09.15	Cheque	J & M Humphris	Burial Fees. ERB326; Plot225	£278.50
08.09.15	BACS	SNC	s106 CALA Leis,Rec,OpenSp final	£32,786.11
11.09.15	Cash	F Mitchell	Thursday Bus (6 weeks)	£164.00
15.09.15	Cheque	J & M Humphris	Burial Fees. ERB327; PlotGAR55	£186.00
22.09.15	Cheque	L Moore	ERB 328	£255.00
22.09.15	Cheque	L J Boys	KST Advert Inv.552	£114.00
25.09.15	Cheque	P Hatwell	Funfair	£300.00
28.09.15	BACS	SNC	Precept 2nd half instalment	£27,783.50
29.09.15	Cheque	Mid-Counties Co-op Ltd	Burial Fees Re-open Plot 227	£84.50
			Total	£61,951.61

Noted.

118.15/16 TRAINING:**A. To consider requests:**

None.

B. To receive Reports:

i) Roles and Responsibilities, 26th September 2015: Cllr Creed reported that the session had been informative.

119.15/16: FLOOD ALLEVIATION GROUP:**A. Wales Street FAS: Update For Information:**

(Report dated 28th September 2015 from Jackie Fitzsimons, Shared Interim Public Protection and Environmental Health Manager, SNC/CDC previously distributed)

Cllr Forde spoke to the Report.

A few procedural issues were yet to be dealt with by SNC. These included management resources and negotiated agreements with Network Rail and Thames Water.

Through Cllr Morris, Cllr Forde had asked for the Parish Council, as co-funder, to be involved in the project management in order to be able to provide feedback to residents.

No implementation timetable had yet been drawn up.

B. Barwood Homes' FAS: Condition 5: Update For Information:

Mr Gibbins, Managing Director, Barwood Homes had confirmed that the scheme had been installed as per the approved drawings.

It was **Noted** that the developer was not acting to formally discharge in writing either Condition 5 or Condition 11 as set out in the Planning Inspectorate's report.

In the opinion of the Parish Council the signing off of both Conditions to the satisfaction of the Environment Agency, although a procedural issue, was of immense significance, for the purposes of both insurance and assurance, to the occupiers of properties that were at risk of flooding.

Agreed: To take this up with SNC as Local Planning Authority.

Action: the Clerk

120.15/16 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 1st October 2015:**

B.1 Application No: S/2015/2029/FUL

Proposal: Two storey side extension

Location: 23 Newlands, King's Sutton

(Written representation from the adjacent owner of 21 Newlands previously distributed)

Recommendation B.1:

- i) To make no comments on the merits of either a one or a two storey extension
- ii) That a 1 x metre-wide passage at the side between the extension and the site boundary shall be maintained at all times.

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

Voting: 6 In Favour: 2 Against

CARRIED.**B.2 For Information:**

B.2.1 Application No. S/2015/2216/TCA

Proposal: T1 Holly - Fell to ground level. T2 Holly (variegated) - Remove reversion growth from canopy and crown raise to 2.4 metres

Location: Whittall House, 15 Whittall Street, King's Sutton

B.2.2 Application No. S/2015/2232/TCA

Proposal: T1 Espalier pear - Approximately 30' - Reduce growth back to original knuckles. T2 Yew - Approximately 30' - Fell to ground level.

Location: Holland House, 8 Astrop Road, King's Sutton

B.2.3 Application: S/2015/2030/TLN

Proposal: Notification of installation of electronic communications to install a cabinet, box, pillar, pedestal of similar apparatus

Location: Outside 5 Bulls Lane, Junction with Banbury Lane, King's Sutton

Items B.2.1 - B.2.3. were **Noted.**

121.15/16 FINANCE GOVERNANCE & POLICY COMMITTEE:**A. Chairman's Report: No Report.****B. To consider recommendations arising from the meeting of the Finance Governance & Policy Committee held on 15th September 2015:**

(Minutes of Meeting previously distributed)

Recommendation B.1: Charging Policy for Use of The Rec: To Adopt:

(Minute No. FGP: 30.15/16C. refers)

Cllr Irving spoke to the Minute.

Charging Policy	Multiple Structures/Equipment	Single Structure or None
Commercial Ventures	£50 per day or part day	£15 per day or part day
Community Groups	Nil ¹	Nil ¹
¹ subject to scale of operations and monitoring of the post event impact		
The Parish Council reserves the right to impose a charge if the event went beyond the normal scale.		

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Burne to Adopt Recommendation B.1.

Agreed: That the Karate Group falls into the de minimus category

Recommendation B.2: Inspection Regime for Play Equipment:

B.2.1: To Approve the Appointment of Mr Trevor Stewart to carry out quarterly inspections and written reports:

Agreed: To defer consideration to the next Ordinary Meeting of the Parish Council to be held 5th November 2015 pending quotation from Mr Stewart.

Action: Cllr Hill

B.2.2 To Approve the weekly inspection regime:

Agreed: That Cllr Hill carries out weekly inspections and keeps a written record

B.2.3 To Approve the Annual Inspection regime:

Agreed: To continue the Annual Inspection regime with RoSPA.

Recommendation B.3: Dog Waste Bins: To consider action to take in respect of corroded parts:

The Contractor had identified 3 lids in need of attention.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bailey to ask the Contractor to supply and fit replacement parts to 3 bins lids at a unit cost of £29.00 + installation + vat

Action: the Clerk

Recommendation B.4: Lighting Maintenance:

B.4.1 To Approve the cleaning of the Windsor lanterns and Phillips lamp heads at a cost of £557.50:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Hill to Adopt Recommendation B.4.1.

Action: the Clerk

B.4.2 To endorse the rolling programme for painting heritage lamp columns:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Burne to endorse the 3 year rolling programme.

Action: the Clerk

Recommendation B.5: Cemetery Proposal: To endorse the next step:

Agreed: That Cllrs Creed and Forde seek the advice of Mr Simon Harris of J M Osborne & Co.

Recommendation B.6: Creation of Footpath at Upper Astrop Road:

B.6.1 To Note the Budget for this work: Northants Highways had added £50,000 to the budget, on top of the original estimate of £22,000. Mrs Howard, Community Liaison Officer, Northants Highways had clarified the reason for this - to avoid any risk of an overspend- and did not anticipate that the final cost of the scheme would be as high as the budgeted figure.

Noted.

B.6.2 To consider whether to withdraw Parish Council support for the scheme: (Parish Council commitment: £2,500 of s106 developer contributions, Road Safety)

RESOLVED: On the recommendation of Cllr Sykes, Cllr for Traffic Calming and Highways, it was proposed by Cllr Irving and seconded by Cllr Bridson:

- i) Not to withdraw support for the scheme
- ii) To place on record the Parish Council's concern, as a body responsible for the use of public funds, at the apparently loose costings which have informed the budget for this work
- iii) To reiterate the Parish Council's hope that the actual cost will be closer to the original figure than to £50,000.

Action: the Clerk

Recommendation B.7: Banner/CALC Homes s106 Developer Contributions for Leisure, Recreation and Open Space: To Approve a request from the King's Sutton Playing Fields Association for a phased implementation and reimbursement process for the extension to the car park:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bridson to Approve the request.

122.15/16 TRAFFIC CALMING: MOBILE VAS DEVICE:

A. To consider a paper from Cllr Sykes dated 23rd September 2015 'Proposals for Purchase of mobile VAS': (Copy of Report held on file)

The Report set out specifications and costings for Speed Indicator Devices (SID) and Vehicle Activated Signs (VAS) received from three suppliers. The Report had identified 2 suitable locations along Astrop Road for mounting a portable unit.

This information was **Noted**.

The Report did not refer to the operational aspects such as battery charging and moving the equipment between locations.

Agreed: To address these issues prior to making a firm commitment to purchase a mobile device.

Action: Cllr Sykes

B. To Adopt Recommendation 3.1 and 3.2 in the Paper:

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Hill to Approve in Principle Recommendation 3.1:
To purchase from TWM one Mini 300 SDU SID fitted with remote data collection facility at a cost of approx. £2,315 + vat.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Hill to Adopt Recommendation 3.2:
To agree the following two locations on Astrop Road:
i) On the south side, towards the top of the slope approaching the junction with Upper Astrop Road
ii) Mounted on Lamp Column No. 10 and
To Authorise the Cllrs for Traffic Calming to consult with Mr Steve Barber, Collision Analysis & Investigation/VAS Projects, Northants Highways in order to identify possible locations on Mill Lane, Banbury Lane and Orchard Way.

123.15/16 PROPOSAL FOR PARKING RESTRICTIONS IN THE VICINITY OF THE REC:

A. To Note correspondence received from a resident of Richmond Street in response to the proposal submitted on 8th September 2015:

(Minute No. FGP: 26.15/16D refers; letter previously distributed)

The resident did not believe the proposal to apply double yellow lines for a distance of 22m along Richmond Street was feasible, fair or workable and set out arguments against this in terms of practicalities of enforcement, increased speeds as an indirect consequence of relocation of parked vehicles, infringement of legal rights.

Noted.

B. To consider the recommendations of the Senior Traffic Engineer, Northants Highways: (Report dated 25th September 2015 previously distributed)

Mr Jim Whiting, Senior Traffic Engineer, Northants Highways had made 2 site visits on 24th September 2015 to make observations to inform his assessment of the Parish Council's request for parking restrictions.

The Assessment score was low.

Mr Whiting recommended that the Parish Council:

- i) Puts Proposals on hold
- ii) Revisits a decision to proceed next year to coincide with the 2016 waiting restriction review¹
- iii) Collates evidence that would help defend any proposals for parking restrictions.

¹ (Timetable: Commence: Summer, Advertise proposals: Autumn, Introduce changes: Spring)

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Dowling to Accept the Recommendations of the Senior Traffic Engineer.

Agreed: To publicise this decision on the website

Cllr Burne offered to collate evidence from Astrop Road and The Knob.

124.15/16 TREE WORKS: TO CONSIDER A QUOTATION FOR WORKS TO POPLAR TREE ADJACENT TO NO. 1 WINDSOR CLOSE:

Cllr Bailey, Tree Warden reported on the background. The resident had concerns over the size of the tree, its proximity to the property, and the effect of strong winds on the stability of the tree.

The Parish Council's Tree Contractor had inspected the tree and advised that he could see no arboricultural reason for the tree to fail and that there was no imminent reason for any treework at this stage.

To reduce the crown by one third was an option at a cost of £495.00 + vat.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Creed to Accept the Advice of the Contractor and to carry out no tree work at this stage.

Action: Cllr Bailey (Notify the resident)

125.15/16 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:

A. Rights of Way:

(Report from Mr Dave Hall, Footpaths Warden previously distributed)

i) AS10: Wales Street FAS Bund:

Correct route of the ROW follows close to the ditch and culvert.

Walked route of the ROW diverges at an angle via 2 kissing gates.

ii) AS10:

Banner/CALA Homes: Drop between the path and the fence.

iii) AS10:

Hedges to rear of Nos. 27 and 31 Hampton Drive are obstructing the jitty.

Action: the Clerk (write to occupiers re. cutting back)

iv) AS10: Barwood Homes:

Footpath sign has been removed.

Action: the Clerk (contact Site Manager to request reinstatement of the sign)

v) AS12:

Missing treads on west side of railway line. Mr Hall to report.

B. Trees: No further Report.

C. War Memorial: Mr Andrew Waite, War Memorial Warden will give the Memorial a light clean with soap and water at the end of October.

Cllr Hill advised that Cllr Mullis was making arrangements for Remembrance Day.

D. Amenities: No Report.

E. Communications: No Report.

F. Cemetery: No Report.**G. Lighting: No Report.****H. The Rec:** Cllr Hill reported:

- i) Ice Cream Vendor: Continues to visit The Rec.
- ii) Access to The Rec: Mr Trevor Stewart requires a key for the drop down posts. A combination lock was recommended.

I. Traffic Calming and Highways: No further Report.**J. Street Areas:**

Cllr Bridson had re-ordered the street area information for the website and was commended on the detail.

125.15/16 CORRESPONDENCE:**A. Community Speed Watch: To consider taking part in the scheme in 2016:**

Cllr Bailey, Co-Ordinator, Community Speed Watch advised that more than 6 volunteers were needed to be able to run an effective campaign.

Agreed: To seek volunteers via the website

Action: Cllrs Bridson and Bailey

Due to the deadline of 31st October 2015 for expressions of interest in taking part in Community Speed Watch 2016 it was **Agreed** to remain in the scheme for next year.

Action: the Clerk

B. Request for Use of The Rec for a Picnic following the sponsored walk in aid of KS Parish Church spire on Bank Holiday Monday, 29th August 2016: To Approve:

RESOLVED: It was proposed by Cllr Hill and seconded by Cllr Dowling to Approve the Request.

Action: the Clerk

C. Northants Highways: Community Liaison Changes: To Note:

(Information previously distributed)

Changes to the South Northants and Wellingborough Area:

- i) Enlarged to include Northampton
- ii) Community Liaison Officers: Helen Howard (CLO), Matt Clarke and Craig White (Assistant CLOs)

Noted.

D. The Gambling Act 2005: Consultation on draft Statement of Principles: To consider comments: (Information previously distributed)

Noted. No Comments.

E. SNC: Council Tax Reduction Scheme Consultation 2016-2017:**Consultation: To consider a response:** (Information previously distributed)

The Parish Council did not have a view on Q2: 'Do you agree that the Council (SNC) should continue with the current scheme which provides the same level of financial support as the current scheme with working age people paying at least 8.5% of their Council Tax to help bridge the funding gap?

Agreed:

- i) That, in view of the response to Q2, the Parish Council was unable to comment on subsequent questions
- ii) To submit **No Response**.

126.15/16 TO RECEIVE ITEMS FOR THE NEXT PARISH COUNCIL MEETING (THURSDAY 5TH NOVEMBER 2015):**None.**

The Meeting ended at 8.32 p.m.