

KING'S SUTTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD
AT 7.30 P.M. ON THURSDAY 3RD MARCH 2016
IN THE ASTROP ROOM,
KING'S SUTTON MILLENNIUM MEMORIAL HALL**

PRESENT: Cllrs R Burrell (Chairman), D Bridson, R Burne, W Dowling, T Forde, C Hill, R Irving, W Mullis, R Sykes

ABSENT: Cllrs M Bailey, J Creed

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

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

200.15/16 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:

Apologies had been received from Cllrs Bailey and Creed.

RESOLVED: It was proposed by Cllr Burne and seconded by Cllr Dowling to Approve the Reasons for Absence given by Cllrs Bailey and Creed.

201.15/16 TO RECEIVE REQUESTS FOR DISPENSATIONS:

None.

202.15/16 TO INVITE DECLARATIONS OF INTEREST:

None.

203.15/16 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:

Item 13.3: War Memorial Report: Mrs M Burne informed the Meeting that since the date of her report, no more names of people associated with the First World War had been uncovered. The name of one person who had died in Algiers during service in the Second World War was not listed on the War Memorial.

204.15/16 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD 4TH FEBRUARY 2016:
(previously distributed)

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Dowling to Approve the Minutes of the Parish Council Meeting held 4th February 2016.

205.15/16 TO NOTE REPORTS FROM:

A. the Clerk: (previously distributed)

Minute No. 189.15/16:

Timber Bollards: Delivery in w/c 22nd February 2016.

Quarterly Inspections of Play Equipment: Contract letter signed and dated 9th February 2016.

Lighting: Replacement Gear Trays: The Contractor will advise of a date for fitting.

Portable VAS: The precise locations on Banbury Lane (pole mounted) and Orchard Way (either pole or lamp column mounted) have yet to be confirmed. According to Mr Steve Barber, Northants Highways, bare poles are not permitted and a sign warning that the area was a 'Police Speed Check Area' must be fitted. Unit cost of pole & sign, incl. installation, is £416.03 + vat.

Noted.

Annual Parish Meeting 2016: 7.30 p.m. on Wednesday 20th April 2016 in the large hall of the KSMMH. Invitations have been issued.

Lighting: Electrical Test Certificates for 118 of 121 units were received on 11th February 2016. Certificates for the remaining units - Lamp No. 1 The Willows, Lamp No. 2 Mill Lane and Lamp No. 4 Paradise - have been requested.

Tree Works: Cemetery: Commenced one day later than anticipated on 23rd February 2016.

The Contractor had informed the Clerk that the quotation dated January 2015 was heavily underquoted and had asked if the Parish Council might consider additional costs.

Agreed: To consider this matter under Agenda Item 7.

Minute No. 191.15/16B: Copies of The Good Councillor's Guide had been received. Copies were distributed at the Meeting.

Minute No. 192.15/16: Training:

SNC Presentation CIL: Slides used at the presentation held 10th February 2016 were emailed to all Councillors on 16th February 2016.

CPRE Roadshow: 12th May 2016: Places have been reserved for Cllrs Forde and Irving.

Subsequent bookings: Cllr Burne: Planning Nuts and Bolts: 9th May 2016

Cllr Irving: Parish Council Finance for Councillors: 16th May 2016

Noted.

Minute No. 194.15/16D. Drainage at The Willows: Mr Mark Taylor, Field Operations Specialist, Thames Water met with Mr Richard Harper, landowner on site to the rear of The Willows on 8th February 2016 to discuss the scope of

the ditch clearance. Mr Harper agreed to carry out the work when the water levels subside, probably nearer spring time. It would then be possible to investigate connectivity between the open ditch and piped ditch.

Minute No. 194.15/16: Conservation Area Appraisal: The Assistant Conservation Officer, SNC is available on 7th April 2016 to update the Parish Council on the appraisal and management plan.

Minute No. 195.15/16: s106 bids: Letters have been issued to 26 organisations, and the Notice submitted to the website but the deadline for the KS Times March 2016 issue was missed.

Minute No. 197.15/16G: Lighting Faults: Lamps Nos. 5 Astrop Road and 1 Wales Street have been repaired.

Minute No. 198.15/16:

A: KierWSP Parish Satisfaction Questionnaire: Returned 18th February 2016.

B. KS Horticultural Society: (renamed The Gardening Club): KS in Bloom: Reply sent 12th February 2016.

Other:

1. Open Space at Windsor Close/Sandringham Road: Several complaints were received from residents about the state of the grass which had been used by SGN as a storage facility. The company was contacted and issued a works ticket to roll and re-seed the area.

2. Stocks: Mr Dempsey, Grasscutting Contractor has agreed to strim the area from time to time at no additional cost.

3. Parish Council Meeting 7th April 2016: Philippa Clayton, recently appointed Clerk to Farthinghoe PC will attend the next Meeting as an observer.

B. the Chairman: Cllr Burrell reported:

i) Annual Parish Meeting: 7.30 p.m. on Wednesday 20th April 2016. Cllrs were asked to submit their Annual Reports to the Clerk by 7th April 2016.

ii) Standing Item: Councillor and Warden Reports: To extend this item to include Reports from Parish Council Representatives on outside bodies, such as the KS Playing Fields Association, KS Millennium Memorial Hall Committee, Poor's Allotment Trust.

D. District Councillor: Cllr Morris, SNC had sent his Apologies but had submitted a written Report. (previously distributed)

Part 1: Re. the proposed unitary Authorities within Oxfordshire and that between SNC and Cherwell DC:

Cllr Morris was in favour of rationalising local government. A possible annual saving of approx. £40 million could be made. Cllr Morris was not in favour of removing SNC from Northamptonshire. The proposal from SNC 'had probably kick started a necessary process' and Cllr Morris welcomed the debate and to receiving the thoughts of Parish Council members.

C. County Councillor: Cllr Ron Sawbridge MBE, NCC presented his view on the reform of local government.

There was an 'urgent need to reform local government'.

The current system is confusing and uneconomic. A single council would be better able to meet and plan for the major continuing challenges of a growing and ageing population.

Cllr Sawbridge compared the services delivered by the County Council (Adult Social Care, Children's Services, Fire and Rescue, Highways, Planning, Trading Standards, Parks, Libraries and Record Office, Waste Disposal, and costs of some shared services) with those delivered by District Councils (Planning, Leisure Centres, Housing and collection of waste on behalf of the County Council).

The County Council had a budget of £415 million of which Adult Social Care and Children's Services account for £275m. District Councils each had a budget of approx. £10 million.

The removal of the Revenue Support Grant in 2020 and rising costs indicated that a solution was needed comprising either one or two unitaries in each county. Cllr Sawbridge was in favour of one unitary authority in Northamptonshire, an 80% reduction in the number of Councillors and a significant reduction in the number of senior management staff.

Individual members of the Parish Council put forward their own views.

- i) Outsourcing of services was not always the solution and some services had been taken back in-house.
- ii) There was no coherent Government Policy.
- iii) There was no clear idea of the direction where reorganisation would lead.
- iv) A Unitary Authority in Northamptonshire would be rhombus shaped.
- v) An anti-democratic drift was detected. With fewer Councillors to deliver services to the electorate the democratic principle would appear to be at stake.
- vi) 'Spider-Fly' arrangement.
- vii) A unitary SNC/CDC was not necessary.

The Chairman thanked Cllr Sawbridge for his Report.

D. District Councillor: Part 2: Re. the Wales Street Flood Alleviation Scheme: Progress was slow but it was hoped that the FAS would be completed by the end of 2016.

Cllr Morris' Report was **Noted**.

206.15/16 FINANCE SCHEDULE:

HSBC Bank Accounts	Bank Statement @ 31.01.16	Cash Book Balance @ 25.02.16
Business Money Manager	£47,927.82	£43,236.88
Community	£1.00	£1.00
Money Market	£143,145.19	£143,145.19

A. To Ratify and Approve the Payments:

To Ratify					
Cheque	Payee	Description	Amt (incl VAT)	VAT	
DD	BT plc	Broadband Services Q035 1S	£120.60	£20.10	
To Approve					
Cheque	Payee	Description	Amt (incl VAT)	VAT	
104411	Cheney Coaches Ltd	Inv.22056 Thurs Bus February 2016	£380.00		
104412	A H Contracts	Inv. 8523 dog waste& litter services	£265.68	£44.28	
104413	KSM MH	Office rent, Room Hire February 2016	£123.00		
104414	Aylesbury Mains Ltd	Inv. 16165 Fault repairs	£119.76	£19.96	
104415	Bridson Kneale Associates	Inv. T0215 hosting website	£72.00	£12.00	
104416	Northants CALC	Inv. 5423 Good Councillors Guide	£28.50		
104417	Information Commissioner	Data Protection Registration	£35.00		
104418	Broxap Limited	Inv. 186520 post the Rec	£866.40	£144.40	
104419	AGU Treecraft Limited	Inv. 2902003 Tree works the Cemetery	£3,300.00	£550.00	
104420	A Le Druillenc	Salary Month 12	£1,089.99		
104421	HMRC	Tax & NI Month 12	£214.01		
DD	NEST	Pension Month 12	£34.00		
Total			£6,528.34	£770.64	

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

A.1 Additional Payment:

Banbury Litho Limited. Inv. 15173. Amount: £720

RESOLVED: It was proposed by Cllr Burne and seconded by Cllr Irving to Approve the Additional Payment.

Cheque No. 104422 was raised.

B. To Note Receipts:

Receipts	Type	Payer	Description	Amt
05.02.16	Cash	F Mitchell	Thursday Bus	£46.00
12.02.16	Cash	F Mitchell	Thursday Bus	£24.00
12.02.16	Cheque	V S Beasley	ERB 332, Plot 209 (double fees)	£255.00
25.02.16	Cheque	J & M Humphris	Memorial Plot GAR56, ERB 329	£58.50
Total				£383.50

Noted.**C. Tree Works:** (Clerk's Report refers)

Quotations totalling £3,300 for tree works in the Cemetery (Felling of Conifers £2,085 + vat felling of Horse Chestnut and cable bracing of Lime £665 + vat) Approved as per Minute No. 206.15/16A.

C.1 Removal of Conifer:

The Contractor had advised that it would be necessary to hire a Mobile Elevating Work Platform (MWEP) at a cost in the sum of £745.00 + vat in order to take down the tree safely.

In the interim, the Contractor had stabilised the tree and taped off the area in the vicinity.

RESOLVED: It was proposed by Cllr Hill and seconded by Cllr Irving to Accept the quotation dated 3rd March 2016 in the sum of £745.00 + vat for 'hire in of MEWP (cherry picker) to facilitate safe removal of failing tree'.

C.2 Additional Labour Costs:

Labour costs had been underquoted by £2,750 + vat for the felling of the conifers.

The Contractor had set out a comparison of the quoted labour costs with the actual labour costs in an email of 3rd March 2016 and 'would be immensely grateful if the parish might come to some way to meet this shortfall, but appreciate that this is quoted work so may not be possible'.

The Parish Council **Noted** the tone of the email - that a mistake had been made when quoting for the work - and the Contractor's consideration to mourners during the course of the work.

It was possible that the tree work had been more complex than expected.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Hill to Agree In Principle to go somewhere to meet the shortfall.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Hill to go half way and meet 50% of the shortfall.

(Equates to £1,382.50 + vat. Cheque No. 104424 was raised)

207.15/16 TRAINING:

A. To consider requests: (Training Calendar previously distributed)

Name	Training	Date	Venue	Cost
Cllr Burne	Planning Nuts and Bolts	9 th May 2016	Litchborough	£34.00
Cllr Forde Cllr Irving	CPRE Planning Roadshow	12 th May 2016	Great Houghton	nil
Cllr Irving	Parish Council Finance for Councillors	16 th May 2016	Litchborough	£34.00

Noted.

208.15/16 FLOOD ALLEVIATION GROUP:

A. Wales Street FAS: Update:

(SNC Report dated 2nd March 2016 previously distributed)

Mr Alan Isaac, Assistant Project Manager, SNC had confirmed that additional funding from the Environment Agency in the sum of £400,000 had been formally approved and the funds will be transferred to SNC in March 2016. Draft legal Agreements with landowners are being prepared and landowners are being contacted about tree works on the line of the new earth bund.

Cllr Forde informed the Meeting that Network Rail land is not affected by the FAS but will be kept in touch.

A.1 Parish Council contribution to the FAS:**Agreed:**

- i) To request an invoice from SNC
- ii) To settle the invoice (using the General Power of Competence) once contracts had been signed off
- iii) If possible to do so in the current financial year.

Action: the Clerk

B. Barwood Homes' FAS: Update:**B.1. Circular from Barwoods to residents in the vicinity of Little Rushes:**

This aimed to alleviate any concerns about the efficacy of the ponds claiming that 'each pond has been over-engineered to provide adequate storage for a one in a 100 year rainfall event plus an additional 30% of rain. Therefore ample storage has been provided for.'

The Scheme afforded protection from surface water run off by the new ditch linking the watercourse with the new drainage system. There was a new outfall point.

The accuracy of some of the information in the circular was questioned.

The Parish Council continued to be concerned that SNC had not yet discharged Condition 5 of the Planning Permission.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Sykes to write another letter to the developer and to the Planning Authority about the discharge of the Condition, and also of the future management of the FAS.

209.15/16 PLANNING:**A. Chairman's Report:** Cllr Forde reported:

After the close of business of the Planning Committee an informal discussion was held with 3 residents concerning a pre-application discussion with SNC for the construction of 5 dwellings on land to the rear of their respective properties. This had raised concerns over the village confines and their alignment with the current Conservation Area boundaries.

B. To consider recommendations arising from the meeting of the Planning Committee held at 7.00 p.m. on 3rd March 2016:**B.1** Application No. S/2016/0272/PA

Proposal: Determination as to whether prior approval is required (under Class Q of Part 3 of the Town and Country Planning (GPD) Order 1995 (as amended)) for the change of use of agricultural buildings to 3 No. dwellinghouses (Use Class C3) in respect of: the transport and highways impacts of the development; noise impacts of the development; contamination risks on the site; flooding risks on the site; whether the siting and location of the buildings makes it impractical or undesirable to change the use; and the design and external appearance of the building.

Location: Little Purston Farm Courtyard, Purston Road, Purston

Recommendation B.1: To respond that, in the event of the Parish Council being consulted on a planning application, NO OBJECTIONS would be made.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Dowling to respond that were SNC to decide that a planning application was required, on the basis of the information received to date, King's Sutton Parish Council would not object to aspects of appearance.

B.2 Application No. S/2016/0339/FUL

Proposal: First floor extension at side with carport underneath and replacement detached garage at the rear

Location: October Cottage, 40 Astrop Road, King's Sutton OX17 3PQ

Recommendation B.2: To offer NO OBJECTIONS.

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

C. King's Sutton Conservation Area: Report on walkabout with the Assistant Conservation Officer, SNC held 5th February 2016: To Note:

No Report.

Agreed: To invite the Assistant Conservation Area Officer to the next Ordinary Meeting of the Parish Council to be held 7th April 2016 in order to provide an update on the Appraisal and Management Plan.

210.15/16 FOOTWAY LIGHTING:

A. To consider the painting of 13 No. Windsor lanterns at a unit cost of £73 + vat: (Paper previously distributed)

On 2nd October 2015 the Parish Council placed an order for the painting of 21 No. Chester Columns (Year 1 of the 3 Year Rolling programme).

On 5th February 2016, the Contractor recommended the painting of 13 No. Windsor lanterns. Of these, eleven lanterns are attached to the columns to be painted in Year 1, and two lanterns are attached to the columns to be painted in Year 2.

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

- i) Approve the painting of 13 No. Windsor lanterns at a unit cost of £73
- ii) Delay the painting of the Chester columns and Windsor lanterns to the summer months of 2016
- iii) Place a combined order for the painting of the 13 No. Windsor lanterns and for the painting of the Chester Columns listed in Years 1 and 2 to the summer of 2016.

211.15/16 LITTER SERVICES: TO RATIFY CHANGES TO THE SERVICE SCHEDULE IN RESPECT OF THE SWEEPING OF BUS SHELTERS AND WELL HEAD AT A COST OF £5.00 PER WEEK:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Hill to Ratify the changes.

212.15/16 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:

A. Rights of Way: (Report from Mr D Hall previously distributed)

AS11: Repairs to step at stile by the stream, gate at top of field secured.

Countryside Walks Leaflets: Few copies were left. The cost to print a further batch of 150 updated leaflets is £227.75 + vat.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bridson to Approve the cost of 150 leaflets.

B. Trees:

Removal of deadwood to the Lime Trees at The Rec:

(Quotation dated 11th June 2015 in the sum of £2,025 + vat had been previously accepted)

The Contractor had submitted a revised quotation in the sum of £2,610 + vat to cover additional labour costs to remove the increased quantity of deadwood that had formed since June 2015.

PROPOSAL: Proposer: Cllr Hill, Seconder: Cllr Dowling

To Accept the revised quotation.

COUNTER PROPOSAL: Proposer: Cllr Bridson, Seconder: Cllr Irving

To seek an alternative quotation for this work.

A Vote was taken.

The Counter Proposal was **CARRIED**.

RESOLVED: It was proposed by Cllr Bridson and seconded by Cllr Irving to seek an alternative quotation for the removal of deadwood to the trees at The Rec.

Agreed:

i) To compare quotations at the Parish Council Meeting to be held 7th April 2016

ii) To inform the Contractor accordingly and that the work scheduled to commence on 28th March 2016 is cancelled for the time being.

Action: the Clerk

C. War Memorial: (Report (author Margaret Burne dated 25th February 2016) submitted by Mr A Waite previously distributed)

Cllr Burne spoke to the report.

Arising from research into those from King's Sutton who served in World War One, several names were found that do not appear on the War Memorial. It was suggested that the Parish Council might wish to consider the possibility of adding some of these names to the War Memorial in commemoration.

RESOLVED: It was proposed by Cllr Burne and seconded by Cllr Mullis to form a Working Group to investigate this more fully, consider the criteria and to come back with a rationale for a proposal.

Agreed: That Mr Andrew Waite and Mrs Margaret Burne (both had expressed an interest in doing so) be invited to serve on the Working Group with Cllrs Burne, Dowling and Hill.

D. Amenities: No Report.

E. Communications: No Report.**F. Cemetery:** Cllr Hill reported:

i) Communication from a member of the public expressing shock and dismay over the felling of the conifers, and at the poor state of the Cemetery paths and general untidiness of the place.

Noted.

Action: Cllrs Creed and Hill to discuss.

ii) Christmas Tree:

Agreed: To consider whether to fell the tree and to place this item on the Agenda of the next Ordinary Meeting of the Parish Council to be held 7th April 2016.

G. Lighting: No Report.**H. The Rec:**

i) Cllr Hill reported that the bollards had been delivered and their installation will be arranged with Mr Trevor Stewart.

ii) Cllr Mullis reported that the sign for the railings had been ordered.

I. Traffic Calming and Highways: Cllr Sykes recommended approval of a maximum of 4 No. Poles and regulatory signage for the VAS at a unit cost of £416.03. (Clerk's Report refers)

RESOLVED: It was proposed by Cllr Sykes and seconded by Cllr Burne to Adopt Recommendation I, the cost of the poles to be set against the s106 Banner Homes developer contribution for Road Safety.

J. Street Areas: To discuss the placing and control of advertising material around the village:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Forde to defer discussion of this item to the next Meeting of the Finance Governance & Policy Committee to be held 15th March 2016.

J.1: Parking at Glebe Rise and in the vicinity of The Rec:

Cllr Burne had not noticed any problems coinciding with the increasing use recently of the play equipment.

Agreed: To collate information on specific issues.

Action: Cllr Burne.

213.15/16 CORRESPONDENCE: FOR INFORMATION:

(previously distributed)

A. Astrop Grange: (Correspondence dated 10th February & 1st March 2016)

B. CPRE: Clean for the Queen and Litter Pick:

C. HM the Queen's 90th Birthday Commemorative Medal:

All items were **Noted.**

214.15/16 TO RECEIVE ITEMS FOR THE NEXT MEETING OF THE FINANCE GOVERNANCE & POLICY COMMITTEE (TUESDAY 15TH MARCH 2016):

None.

215.15/16 TO RECEIVE ITEMS FOR THE NEXT PARISH COUNCIL MEETING (THURSDAY 7TH APRIL 2016):

i) Planning Information: Receipt of amendment details: 9 The Willows:

Cllr Forde advised that it might be necessary to call an extra meeting immediately prior to the Meeting of the FG&P Committee to be held 15th March 2016, in order to consider the amendments details.

The Meeting ended at 8.55 p.m.