

KING'S SUTTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD
AT 7.30 P.M. ON THURSDAY 7TH JULY 2016
IN THE ASTROP ROOM,
KING'S SUTTON MILLENNIUM MEMORIAL HALL**

PRESENT: Cllrs R Burrell, M Bailey, D Bridson, R Burne, W Dowling, T Forde, C Hill,
R Irving, W Mullis and R Sykes

ABSENT: Cllr J Creed

IN ATTENDANCE: Mrs A Le Druillenec (Clerk)
Mrs Anne Burrell, Parish Paths Warden

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

**40.16/17 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR
ABSENCE:**

Apologies had been received from Cllr Creed.

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

41.16/17 TO RECEIVE REQUESTS FOR DISPENSATIONS:

None.

42.16/17 TO INVITE DECLARATIONS OF INTEREST:

None.

**43.16/17 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF
THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON
THE AGENDA:**

None.

**44.16/17 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE
MEETING HELD 2ND JUNE 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 2nd June 2016.

45.16/17 TO NOTE REPORTS FROM:

A. the Clerk: (previously distributed)

Minute No. 33.16/17: Annual Return 2015/2016:

The Internal Auditor signed off Section 4 of the Annual Return on 16th June 2016. The Report will be considered by the FG&P Committee on 19th July 2016.

Thanks to Cllr Bridson for posting on the website the unaudited sections 1 and 2 and Notice of the commencement date of the Period for Public Inspection of the Accounts 2015/2016.

Thanks also to Cllr Burrell for fielding enquiries between 20th and 24th June 2016.

The Annual Return 2015/2016 was submitted to the External Auditor on 16th June 2016.

Minute No. 36.16/17: SNC Local Plan Part 2A: Cllr Forde submitted the Parish Council's response to the Consultation to SNC on 15th June 2016. SNC acknowledged receipt.

Minute No. 37.16/17: King's Sutton in Bloom: The Chairman of the Garden Club agreed to contact Cllr Dowling re. arrangements for the judging. A Notice and Operating Plan 2016 was placed in the Parish Council Noticeboards on 3rd June 2016 and submitted for the website on 9th June 2016.

Minute No. 38.16/17:

A.4. Lighting: Gear Change Replacements: The Lighting Contractor will take delivery of the replacement gear trays on 21st July 2016.

A.5 The Rec: Installation of Bollards, Disposal of metal Litter Bins: Completed on 15th June 2016.

A.7: Street Areas: Lamp Column No. 1 Astrop Grange: Following an assessment and discussion with the Lighting Contractor, it was agreed that no safety issues were evident and SNH was asked to fill in the hole.

C1: KSPFA: Damage to fencing and playing surface; The Clerk contacted PC Chris Bird on 9th June 2016. A site meeting was arranged for 16th June 2016 between Cllr Bridson, a representative of the KSPFA and PC Bird.

Update: Cllr Bridson reported that the pre-arranged site Meeting had not taken place and had been re-arranged for Monday 11th July 2016.

2. Other:

i) Community Enhancement Gangs: Cllr Burrell had arranged to meet with the CEG at the KSMMH at 8 a.m. on 5th July 2016 to discuss priorities for the day - cleaning of village entry signs, cleaning of white directional signs, remedial or replacement work to barrier at jitty linking Sandringham Road and Blenheim Rise, clearance of vegetation from signs and footways.

ii) Orchard Way: Cllr Sykes expressed concern over parking on the green space. The Housing Officer, SNH agreed to look into this on her next visit.

iii) Dobbins Close: Cllr Bridson expressed residents' concerns over parking up of motorhome in the jitty and this matter was taken up by Cllr Sawbridge.

iv) Litter bin at Sandringham Road: Cllr Dowling reported that the bin had been out of use. SNC will replace it.

B. the Chairman:

i) Work completed by the Community Enhancement Gang: The two-man Gang had been very accommodating and had carried out all but one of the tasks, and also installed the 3 replacement Neighbourhood Watch signs. A letter of thanks has been sent to Northants Highways in appreciation. The Gang was not equipped to deal with the repair or replacement of the cycle chicane barrier and this has been referred to Mrs Helen Howard, Community Liaison Officer, Northants Highways.

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

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

46.16/17 FINANCE SCHEDULE:

HSBC Bank Accounts	Bank Statement @ 31.05.16	Cash Book Balance @ 30.06.16
Business Money Manager	£48,192.95	£46,295.38
Community	£1.00	£1.00
Money Market	£143,145.19	£143,145.19

A. To Approve the Payments:

To Ratify					
Cheque	Payee	Description	Amt (incl VAT)	VAT	
104459	John Russell	Inv. 80 S106 KSPFA car park	£1,270.00		
DD	BT plc	Bill Q039 FD Telephone	£211.69	£35.28	
To Approve					
Cheque	Payee	Description	Amt (incl VAT)	VAT	
104460	Cheney Coaches Ltd	Inv. 22588 Thurs Bus June 2016	£475.00		
104461	A H Contracts	Inv. 8749 dog waste& litter services	£270.72	£45.12	
104462	KSM MH	Office rent, Room Hire June 2016	£113.50		
104463	KSM MH	Hall Hire May&June 2016 (KSYC)	£396.00		
104464	M Dempsey	Inv. 1172	£1,450.00		
104465	Banbury Litho	Inv. 16206 KST June 2016	£720.00		
104466	C Hill	Padlocks for Bollards	£29.98	£4.99	
104467	A Le Druillenec	Salary Month 4	£1,105.12		
104468	HMRC	Tax & NI Month 4	£213.05		
DD	NEST	Pension Month 4	£34.57		
Total			£4,807.94	£50.11	

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

A.1. Additional Payment:

E.ON Electricity Inv. H1328487BC 1st April - 30th June 2016 £1,261.85

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

Cheque No. 104469 was raised.

B. South Northants Area Support Team:**B.1 To note that the current Neighbourhood Watch Co-Ordinator has expressed a wish to step down:**

Mr John Bell wished to hand over the role to another volunteer.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bailey to publicise the vacancy on the website.

Action: Cllr Bridson

B.2 To consider renewal of the annual subscription 2016-2017 in the sum of £10: (Information on the work of SNAST previously distributed)

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Dowling to renew the annual subscription in the sum of £10.
(Cheque No. 104470 was raised)

C. To Note Receipts:

Type	Payer	Description	Amt
Cheque	Banbury Memorials	Memorial Tablet GAR1, ERB84	£58.50
Cheque	Banbury Memorials	Memorial Tablet GAR54, ERB324	£58.50
Cash	F Mitchell	Thursday Bus (4 weeks)	£78.00
Cheque	J & M Humphris	Burial Fees Plot 221, ERB330	£84.50
BACS	HMRC	Vat refund	£3,386.31
Cash	F Mitchell	Thursday Bus (2 weeks)	£46.00
Cheque	J & M Humphris	Burial Fees Plot Sp 31 s13, ERB96	£84.50
Cheque	A L Sole & Son Ltd	Burial Fees Plot GAR1, ERB84	£58.50
Cheque	KST	Advert Inv. 575	£55.00
Total			£3,575.31

Noted.

47.16/17 TRAINING: TO CONSIDER REQUESTS:

(Courses published on Northants CALC website www.northantscala.com)

None.

New Course:

Training Provider: Northants ACRE: Playground Training Event:

Date: Saturday 10 September 2016. Venue: tbc. Cost per delegate: £40.

Noted.

48.16/17 FLOOD ALLEVIATION:**A. Wales Street FAS: Update:**

(SNC Report dated 5th July 2016 previously distributed)

A.1 To Note the situation in respect of unregistered land to the rear of properties in Upper and Lower Wales Street: Cllr Forde spoke to this item.

There were ongoing problems with land issues. SNC was awaiting the outcome of an application to the Land Registry by a resident to register in her ownership a section of land in lower Wales Street.

A further stretch of unregistered land to the rear of Nos. 12-16 Wales Street had also come to light. Attempts were being made by SNC to identify the owners and acquire letters from them.

These unresolved land issues had halted further progress with the Scheme.

B. Barwood Homes FAS: Update:

Cllr Forde reported that the Enforcement Officer, SNC had emailed his response on 7th July 2016 to a number of outstanding concerns put to him by Cllr Forde on behalf of the Parish Council in respect of technical matters and statutory planning duties. An initial reading of the response suggested that no further progress had been made.

Noted.

C. Northamptonshire Local Flood Risk Management Strategy Update:

To comment on the Consultation: (information on NCC website)

It was **Noted** that the Strategy covered the River Nene rather than the River Cherwell catchment area.

Agreed: To make no comment.

49.16/17 PLANNING:

A. Chairman's Report: Cllr Forde reported that Cllr Hill no longer wished to continue in the role of Vice Chairman of the Planning Committee.

Cllr Burrell thanked Cllr Hill for her service as Vice Chairman of the Planning Committee.

B. To consider Recommendations from the Meeting held at 7.00 p.m. on 7th July 2016:

B.1 Application No: S/2016/1283/FUL

Proposal: Variation to Condition 2 S/2015/0254/FUL (two storey side extension, single storey rear extension and porch) changing the roof structures to provide a separate pitched roof to the two storey extension and a separate flat roof to the rear single story extension. The front and side elevations are largely unchanged. The rear will be more like the existing elevation.

Location: Spire Cottage 36 Wales Street, King's Sutton OX17 3RR

Recommendation B.1: To make NO OBJECTION.

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

B.2 Application No: S/2016/1406/FUL

Proposal: Single storey front extension, two storey extensions to side & rear, & conservatory to rear

Location: 7 Balmoral Way, King's Sutton OX17 3QU

Recommendation B.2: To make NO OBJECTION.

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

B.3 Application No: S/2016/1467/PA

Proposal: Determination as to whether prior approval is required (under Class Q of Part 3 of the Town and County Planning (GPD) Order 1995 (as amended)) for the change of use of an agricultural building to three dwelling houses (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, Purston Road, Purston NN13 5PL

Recommendation B.3: To make NO OBJECTION.

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

B.4 Application No: S/2016/1476/FUL

Proposal: 2 story front extension with basement

Location: The Old School 46 Astrop Road, King's Sutton OX17 3PQ

Recommendation B.4: To make NO OBJECTION IN PRINCIPLE BUT TO OBJECT ON DESIGN GROUNDS.

The design was unsympathetic and lacking in expectation for the Conservation Area. The timber building was not considered appropriate to the house or the houses beyond and the windows were not 'right'.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Sykes to OBJECT ON DESIGN GROUNDS.

C. Additional item:

Application No. S/2016/1431/COND

Proposal: Condition 7 (Construction Method Statement) Application for approval of details submitted pursuant to Condition 7 of Planning Permission S/2012/0684/FUL (Two storey detached dwelling with double garage and workshop (Outline)

Location: Land to rear of 24 Whittall Street

Cllr Forde reported that the Planning Committee strongly believed that the Parish Council should have been consulted on this application.

The Committee considered the Construction Method Statement to be totally inadequate.

The Planning Committee, recognising that the Parish Council was not a formal Consultee, recommended that strong representations be put to the Planning Authority suggesting that the document required strengthening. The document was prejudicial to the protection of The Rec, which was in the ownership of the Parish Council, and it also had implications for the Trustees of the Millennium Memorial Hall in respect of parking issues.

Recommendation C: That SNC is asked to refer the document back to the applicant for re-drafting.

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

Agreed: To advise residents in the vicinity

Action: Cllr Hill

D. SNC Conservation Area Appraisal: To Note Timetable:

Mid August 2016: The documents will be out for consultation

21st September 2016: The documents will go to Committee at SNC.

Noted.

Ms Katherine Harrison, Assistant Conservation Officer, SNC will attend the Parish Council Meeting to be held on 1st September 2016 to discuss the documents.

E. Enforcement Measures: To Note discussion:

E.1 Service of Listed Building Enforcement Notice: (previously distributed)

On 15th June 2016, effective from 15th July 2016, SNC had served a Notice on Home Farm, Bulls Lane/Richmond Street, King's Sutton citing the alleged breach of planning control with regard to the insertion of a door at ground floor and replacement of windows.

Steps to remedy the breach were required to be taken within 12 months of the date the Notice comes into effect.

Noted.

E.2 Re. Untidy garden at 52 Wales Street: For Information: The Parish Council understood that the owner had been advised to clear up the garden. Failure to do so would result in the issuing of a formal requirement to remedy the condition of the land under s217 of the Town and County Planning Act 1990.

Noted.

D.3 Re. Encroachment of ivy and vegetation at Richmond Street, opposite the Co-Op:

RESOLVED: It was proposed by Cllr Mullis and seconded by Cllr Hill to write to the owner to request that the vegetation is cut back.

Action: the Clerk

50.16/17 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:

A. Councillors For..:

A.1 Amenities: No Report.

A.2 Cemetery: Cllr Hill reported:

The gutters at the lychgate had been cleaned out by a resident.

This was **Noted** with appreciation by the Council.

A.3 Communications: No Report.

A.4 Lighting: To Note the following situations:

A.4.1 Gear change replacements at Halestrap Way: Cllr Burrell reported: Residents had complained about the intense brightness of the lighting.

The Lighting Contractor had been supplied with incorrect fittings.

Consequently the wrong gear trays, giving a colour temperature of 4,000 rather than 3,000 kelvins, had been installed.

Replacement gear trays from a different supplier are due to be received by our Lighting Contractor on 21st July 2016 and will be installed as a priority.

There will be no cost to the Parish Council.

Noted.

A.4.2 Collapsed sewer and Lamp No. 2 The Willows: Cllr Burrell reported: Thames Water had requested the temporary removal of Lamp Column No. 2 The Willows in order to investigate and repair a section of a collapsed sewer. Aylesbury Mains was arranging for E.ON to disconnect the column prior to temporary removal.

Noted.

A.5 The Rec: Cllr Hill reported:

i) The ice cream vendor owed for 10 visits.

He hoped to continue to make regular visits.

Noted.

Questions were put and observations made re:

i) Wetpour in Toddler Area:

Cllr Dowling: Wetpour is lifting and is a trip hazard.

Action: Cllr Hill

ii) Parking Issues at Glebe Rise:

Cllr Burne: On sunny afternoons the situation can become 'pretty bad' e.g.

Sunday 3rd July 2016: Cars were parked nose to tail up to the corner.

Cllr Dowling: Not all drivers were aware of the parking arrangements and those he had approached drove away once they had been informed.

Cllr Burrell: Thanked Cllrs Burne and Dowling for their observations and suggested that the situation was continued to be monitored and then reviewed after the school holidays.

A.6 Traffic Calming and Highways:

11.1.6.1 Portable VAS - To adopt Recommendations re. additional locations:

Recommendation 1: Lamp No. 2 Orchard Way: Use during the school holiday periods only when the school-related speed sign is deactivated:

Cllr Bailey was aware of complaints that the school speeding sign was not always turned off out of term time. In view of this it was **agreed** to Amend Recommendation 1 by the insertion of the words 'we know that' after 'when'.

Recommendation 1 was amended to read: Lamp No. 2 Orchard Way: Use during the school holiday periods only when we know that the school-related speed sign is deactivated.

RESOLVED: It was proposed by Cllr Sykes and seconded by Cllr Irving to adopt Recommendation 1 as amended.

Recommendation 2: To install a mounting Pole on the highway verge opposite No. 42 Banbury Lane:

RESOLVED: It was proposed by Cllr Sykes and seconded by Cllr Irving to adopt Recommendation 2.

A.7 Street Areas:

- i) Banbury Lane: Cllr Irving reported that the carriageway had been re-surfaced to a satisfactory standard of work. Speed of traffic seemed to have increased since the re-surfacing.

Noted.

B. Wardens:

B.1 Rights of Way: Mrs Anne Burrell reported:

- i) Vegetation growth and dog fouling continued to be monitored.

B.1.1 Walks Leaflet: To Review the revised costings and desirability of the proposed production of a Walks leaflet: Mrs Burrell reported:

Having identified the changes to the existing leaflet (Footpath numbering, contact details and location of Dog Waste Bins) the Printers had advised that incorporating these would incur additional scanning costs in the sum of £60 per hour. The price originally quoted for 150 leaflets was £227.50.

Noted.

Cllr Bridson advised that the Walks Leaflet had been scanned for the website and that amendments could be made. One possibility to consider was to use the Public Service Mapping Agreement Licence to enable the production of a leaflet that would more closely resemble an Ordnance Survey map.

The Council was In Favour of the original leaflet being reproduced in digital format.

Action: Cllr Bridson, Parish Paths Wardens to discuss.

B.1.2 Access issues: To consider the replacement of stiles with kissing gates:

Access issues were discussed.

The Parish Council was In Favour of kissing gates rather than stiles.

Agreed: To seek guidance from Northants Highways on the recommended way forward.

B.2 Trees: No Report.

B.3 War Memorial: No Report.

C. Representatives:

C.1 King's Sutton Playing Fields Association: To consider a request to place banners size 8' x 2' at The Square and at The Rec to advertise the 'Summer Madness' event on 23rd July 2016:

RESOLVED: It was proposed by Cllr Bridson and seconded by Cllr Hill to permit the placing of a banner at The Square and at the entrance to The Rec for the 2 weeks preceding the event.

C.2 King's Sutton Millennium Memorial Hall:

Date of Next Meeting: Monday 15th

August 2016.

C.3 Poor's Allotment Trust: No Report.**C.4 King's Sutton Pre-School Playgroup:** Cllr Hill reported.

i) Premises Project: Quotes were being sought for an Eco modular building. The Committee was being enlarged.

ii) Scarecrow Festival: Ice Skating rink on The Rec and bid to the Community Event Fund, SNC.

a) Ice Skating Rink: The Parish Council requested further information.

Action: Cllr Hill

b) Sponsorship: Mark David, Estate Agent, was willing to sponsor the Scarecrow Festival by advertising the event throughout the village on the Company's property boards. This was subject to a minimum of 25 property owners giving permission for Mark David to erect a board on their property.

c) Bid to the Community Event Fund, SNC: The Preschool Playgroup had requested a letter of support from the Parish Council.

RESOLVED: It was proposed by Cllr Hill and seconded by Cllr Irving to provide a letter in support of the Preschool Playgroup's bid to the Community Event Fund.

Action: the Clerk, Mrs Helen Woolner

51.16/17 TO RECEIVE ITEMS FOR THE MEETING OF THE FINANCE GOVERNANCE & POLICY COMMITTEE TO BE HELD ON 19TH JULY 2016:

None.

52.16/17 TO RECEIVE ITEMS FOR THE NEXT MEETING OF THE PARISH COUNCIL (THURSDAY 4TH AUGUST 2016):

None.

The Meeting ended at 8.45 p.m.