

KING'S SUTTON PARISH COUNCIL**MINUTES OF THE PARISH COUNCIL MEETING HELD
AT 7.30 P.M. ON THURSDAY 6TH OCTOBER 2016
IN THE ASTROP ROOM,
KING'S SUTTON MILLENNIUM MEMORIAL HALL**

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

ABSENT: Cllrs R Burne, W Mullis

IN ATTENDANCE: Mrs A Le Druillenec (Clerk)
Mr Dave Hall, Parish Paths Warden

Chairman's Announcement:**The Openness of Local Government Bodies Regulations 2014:****85.16/17 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:**

Apologies had been received from Cllrs Burne and Mullis.

It was **Noted** that Cllr Burne had arrived for the Meeting of the Planning Committee at 7 p.m. but was prevented from accessing the Astrop Room as the stair lift was out of order. Consequently, Cllr Burne had no option but to submit his Apologies for the Meeting of the Planning Committee and the Meeting of the Parish Council.

RESOLVED: It was proposed by Cllr Dowling and seconded by Cllr Irving to Approve the Reasons for Absence submitted by Cllrs Burne and Mullis.

86.16/17 TO RECEIVE REQUESTS FOR DISPENSATIONS:

None.

87.16/17 TO INVITE DECLARATIONS OF INTEREST:

None.

88.16/17 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:

i) Item 13.1.6: Traffic Calming and Highway Report: Mr Antony Alcock expressed concern over the volume of HGV traffic along Astrop Road. Mr Alcock was prepared to monitor traffic volumes at peak times along Astrop Road.

Noted.

ii) Item 10.1: Wales Street FAS: Update requested by Mr Dave Hall.

89.16/17 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING HELD 1ST SEPTEMBER 2016: (previously distributed)

RESOLVED: It was proposed by Cllr Dowling and seconded by Cllr Forde to Approve the Minutes of the Meeting held 1st September 2016.

90.16/17 TO NOTE REPORTS FROM:

A. the Clerk: (previously distributed)

Minute No. 74.16/17A: Clerk's Report:

War Memorial: On 2nd September 2016 Historic England informed the Parish Council that the King's Sutton War Memorial has been placed on the List of Buildings of Special Architectural or Historic Interest and is listed at Grade II.

Minute No. 77.16/17: 2012 Tripartite Agreement: Deed of Release: Ms Helen Lolas, Solicitor, SNC was advised on 6th September 2016 that the Parish Council was satisfied with the draft Deed. Ms Lolas sought the comments of Barwood Homes on 7th September 2016 but to date has not received any response from the developer.

Minute No. 79.16/17: Highway Safety in the Vicinity of The Rec:
The application for double yellow lines, introduction of 20 mph speed limit and directional signage was submitted to Traffic Engineering at Northants Highways on 6th September 2016.

The requests for a speed limit review and signage were required to be forwarded to Mrs Helen Howard, Community Liaison Officer, Northants Highways and this was done on 13th September 2016.

i) Double Yellow lines: The proposal will be advertised at the end of October/early November 2016.

ii) Speed Limit: On 12th September 2016 Mr Nick Peters, Headteacher, King's Sutton Primary Academy provided a letter in support and this was included as part of the Parish Council's submission.

The Panel meets on 19th October 2016 and will consider the Parish Council's request. On 27th September 2016 speed monitoring devices were installed along the sections of the three roads where the 20 mph speed limit has been requested. These devices will record a week's worth of information which will be available to the Panel.

Mrs Howard will contact the Parish Council after the Review Meeting with the outcome.

iii) Directional Signage: The request for signage has been noted and the Parish Council asked to consider funding the signage. Although no costings have been made available the FG&P Committee was satisfied to recommend in principle that the signage is funded from the s106 developer contribution for Road Safety.

Minute No. 81.16/17

B.3: War Memorial:

The application to the War Memorials Trust for a grant towards the additional lettering was withdrawn on 6th September 2016.

The quote in the sum of £850 + vat from Banbury Memorials was accepted on 23rd September 2016.

C.4: King's Sutton Preschool Playgroup: Mrs Helen Woolner, Trustee was advised of the Parish Council's decision in respect of the application for New Homes Bonus funding for the new premises project on 2nd September 2016. A letter dated 2nd September 2016 confirming the Parish Council's level of support was submitted to Mrs Katie Arnold, Grants Officer, SNC. The Community Funding Panel, SNC will consider the bid on 3rd October 2016.

Other:

Funfair Visit: 6th - 11th September 2016: Thank you for Mr Derek Wolton for collapsing and reinstating the posts.

Noted.

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.

91.16/17 FINANCE SCHEDULE:

HSBC Bank Accounts	Bank Statement @ 31.08.16	Cash Book Balance @ 30.09.16
Business Money Manager	£31,233.72	£57,616.45
Community	£1.00	£1.00
Money Market	£143,323.63	£143,323.63

A. To Ratify and Approve the Payments:

To Ratify

Cheque	Payee	Description	Amt (incl VAT)	VAT
104488	M Dempsey	Inv. 1188 August 2016	£980.00	
DD	BT plc	Telephone Bill Q040 LN	£193.49	£32.24

To Approve

Cheque	Payee	Description	Amt (incl VAT)	VAT
104496	Cheney Coaches Ltd	Inv. 22772 Thurs Bus September 2016	£475.00	
104497	A H Contracts	Inv. 8919 dog waste& litter services	£380.76	£63.46
104498	KSMMH	Office rent, Room Hire September 2016	£130.00	
104499	KSMMH	Hall Hire September 2016 (KSYC)	£88.00	
104500	M Dempsey	Inv. 1188 September 2016	£880.00	
104501	BDO LLP	Inv. 1543278 External Audit 2015/16	£480.00	£80.00
104502	Aylesbury Mains Ltd	Inv. 16599; Inv. 16604	£89.52	£14.92
104503	Northants CALC	Inv. 5984 Planning Nuts and Bolts	£39.00	
104504	Banbury Litho Ltd	Inv. 17214	£720.00	
104505	New Life Cars	Inv. 1165 Repairs Scottie Springer	£80.00	
104506	RBL Poppy Appeal	Poppy Wreath	£30.00	
104507	E.ON UK plc	Electricity July-Sep 2016	£1,472.60 ¹	£245.43
104508	A Le Druillenec	Salary Month 7	£1,105.12	
104509	HMRC	Tax & NI Month 7	£213.05	
DD	NEST	Pension Month 7	£34.57	
Total			£6,217.62	£403.81

¹Price increase of 2p per Kwh effective from 1st July 2016.

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

B. To Note Receipts:

Type	Payer	Description	Amt	
Cheque	J & M Humphris	Memorial GAR55; ERB 327	£58.50	
Cash	F Mitchell	Thursday Bus	£60.00	4weeks
Cash	F Mitchell	Thursday Bus	£32.00	1week
Cheque	P Hatwell	Funfair	£300.00	
Direct	SNC	Precept 2nd half instalment	£28,700.00	
Cheque	KS Horticultural Society	KS in Bloom	£25.00	
Cash	F Mitchell	Thursday Bus	£50.00	2weeks
Cash	C Hill	Ice Cream Vendor The Rec	£210.00	
Direct	HSBC	Interest	£4.99	
Cash	F Mitchell	Thursday Bus	£20.00	1week
Total			£29,460.49	

Noted.

92.16/17 TRAINING: TO CONSIDER REQUESTS AND RECEIVE REPORTS:

None.

93.16/17 ANNUAL RETURN 2015/2016: (previously distributed)

A. To note the Conclusion of Audit for YE 31st March 2016:

The Audit had been completed on 26th September 2016. The Notice of Conclusion of Audit and Sections 1-3 of the Annual Return had been displayed in the Parish Council Noticeboards since 30th September 2016 and subsequently on the Parish Council website.

Noted.

B. To Accept and Approve the Annual Return and the External Auditor Certificate:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Burrell to Accept and Approve the Annual Return and the External Auditor Certificate. No issues had come to the attention of the External Auditor requiring the issuing of an additional issues arising report.

94.16/17 FLOOD ALLEVIATION:

Cllr Forde spoke to this item.

A. Wales Street FAS: Update:

Mr Alan Isaac, Part Time Assistant Project Manager, SNC had advised that an alternative design had been drawn up and landowners that would be affected by the revisions to the Scheme were being consulted for their views. There were cost implications in terms of the design and delay in construction.

Agreed: To request details of the alternative design.

Action: Cllr Forde.

B. Barwood Homes FAS: Update:

Informal observations:

i) Water had collected in the flood channels suggesting that regrading to a small degree would be required.

ii) Rubbish had been noticed under the culvert and should be removed.

iii) The flood channel at the Hampton Drive end of the development is blocked with concrete giving rise to concerns that in high water conditions overtopping might occur causing water to flow back into the development site itself.

Cllr Forde will contact Mr Damien Smythe-Hudson, Technical Manager, Barwood Homes about this.

The Enforcement Officer, SNC had not allayed all of the concerns previously put to him by the Parish Council. Cllr Forde was willing to inspect the records held by SNC at Towcester.

C. 2012 Tripartite Agreement: Update:

SNC had not received any response to the draft Deed of Release from Barwood Homes.

Agreed: To mention the lack of urgency and absence of communication on the part of Barwood Homes to Mr Smythe-Hudson.

Action: Cllr Forde.

95.16/17 PLANNING:

A. Chairman's Report:

A.1 To Note that Cllr Burne was elected Vice Chairman of the Planning Committee on 1st September 2016:

Noted.

B. To consider Recommendations from the Meeting held at 7.00 p.m. on 6th October 2016:

B.1 Application No. S/2016/2097/FUL

Proposal: New 3 bedroomed house

Location: Land off Windsor Close, King's Sutton OX17 3QT

The Planning Committee was concerned at the arrangements for vehicle parking and the potential for vehicle congestion if built as shown on the application.

Recommendation B.1: That the Parish Council:

i) Is UNABLE TO SUPPORT the application in its present form

ii) Requests that a Construction Management Plan is made a Condition of any Grant of Planning Permission.

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

B.2 Application No. S/2016/2132/FUL
 Proposal: Construct a new community facility
 Location: Land off Astrop Grange, Kings Sutton OX17 3PU

Recommendation B.2: To offer NO OBJECTIONS.

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

C. FOR INFORMATION. Application No. S/2016/2152/106CD
 Proposal: Clause 3-3.1 [Open Space and Play Area] - Application for approval of details submitted pursuant to Clause 3-3.1 of planning permission S/2012/1417/MAF [Residential development of 35 dwellings, incorporating public open space and flood attenuation works].
 Location: Land North of Hampton Drive, King's Sutton

The Parish Council was not a consultee but wished to comment on the proposal.

Recommendation C: To bring to the attention of the Local Planning Authority various aspects of the Landscape Strategy for the Management of the Public Open Space at 'Little Rushes' Residential Development, King's Sutton and to copy in Barwood Homes.

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

RESOLVED: It was proposed by Cllr Dowling and seconded by Cllr Burrell to seek assurances on the Strategy's safety measures for the three ponds and fluvial channel that lie within the Flood Alleviation Zone.

D. SNC Conservation Area Appraisal:

D.1 Open Meeting held 13th September 2016: To receive a Report:

The Meeting had been well attended and several matters had been raised. These would help inform the Parish Council's draft response. Attendees had been encouraged, also, to submit their own comments separately to SNC.

D.2 To Approve a response to the Consultation documents for Astrop and King's Sutton:

The draft response included several key issues.

- i) Opposition to the division of the King's Sutton Conservation Area into the Astrop Conservation Area and the King's Sutton Conservation Area
- ii) Support for the retention of The Rec and Manor House Field within the Conservation Area
- iii) Support for the inclusion of the original mid-19th Century Gothic School and adjacent vernacular buildings
- iv) Support for the inclusion of the Old Methodist Chapel, the School, and Arts and Crafts house next to it on Richmond Street
- v) Support for the protection of some views, particularly the long view of the Parish Church.

- vi) In favour of buffer zones to serve as possible protection of the Conservation Area from unsuitable re-development.
- vii) Some tightening up of the text of the documents was advocated.

Recommendation D: i) To Approve the response and submit it to Ms Katherine Harrison, Assistant Conservation Officer, SNC
 ii) To offer to meet with Ms Harrison to discuss the response.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Dowling to Adopt Recommendation D.
Action: Cllr Forde

96.16/17 FINANCE GOVERNANCE & POLICY COMMITTEE:

A. Chairman's Report: No Report.

B. To consider Recommendations arising from the Meeting held on 20th September 2016: (Draft Minutes previously distributed)

Recommendation B.1: Directional Signage Costs: In principle to meet the cost from s106 developer contributions for Road Safety:

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

Recommendation B.2: Thursday Bus: From 1st January 2017 to:

- i) Increase the fare by £1.00, from £2.00 to £3.00
- ii) Reduce the frequency of service from weekly to fortnightly
- iii) Review the service in 12 months' time:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bridson to Adopt Recommendation B.2.

Recommendation B.3: Banner/CALA Homes S106 developer contributions for Leisure, Recreation and Open Space: To Approve the following allocations:

B.3.1 King's Sutton Playing Fields Association:

- i) £4,800 for a mower:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Hill to Adopt Recommendation B.3.1.i) subject to the KSPFA being able to obtain insurance.

- ii) £50 in addition to previously approved sum of £3,450 for roofing and windows:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bailey to Adopt Recommendation B.3.1.ii).

iii) £250 for an Asbestos survey:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Hill to Adopt Recommendation B.3.1.iii)

B.3.2 King's Sutton Cricket Club:

i) £2,000 towards Covers:

ii) £1,296 for a Sightscreen:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bailey to Adopt Recommendation B.3.2.i) and ii).

C. Barwood Homes: Section 106 Agreement Funds Declaration in respect of Off-Site Play Space Contribution: To Approve the Agreement and to Authorise the signing of it by the Clerk and Chairman:
(previously distributed)

The total contribution with indexation applied was £55,121.63.

(Original amount without indexation equated to £48,359.50)

The original application was for 35 dwellings. In 2016 modifications to some plots had been made and an additional 3 dwellings had subsequently been granted planning permission.

Agreed: To seek clarification on the number of dwellings upon which the contribution had been based.

Action: the Clerk

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Dowling to Approve the Agreement and Authorise the signing of it by the Clerk and Chairman, subject to the calculations being correct.

97.16/17 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:

A. Councillors For...

A.1 Amenities: Cllr Dowling reported.

i) Bus Shelters were in good order:

It was suggested that the Bus Shelter, Banbury Lane needed smartening up - glass cleaned and posters removed.

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr Dowling to ask the Contractor for Litter Services if he would include glass cleaning in his service schedule and, if not, to ask the Community Enhancement Gang to assist.

ii) Bottles had been found on The Rec. A sign was suggested but not considered necessary.

A.2 Cemetery: Cllr Creed reported.

i) Water supply: The 2 water butts were inadequate.

Agreed: To bring a recommendation and costings to the next Meeting of the Finance, Governance & Policy Committee to be held on 22nd November 2016.

A.3 Communications: No Report.

A.4 Lighting: Cllr Burrell reported.

i) Lamp No 4 Spinney Bank: There was some support from residents for the reinstatement of the light.

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr Bailey to contact the Lighting Contractor and South Northants Homes about this.

Action: the Clerk

A.5 The Rec: Cllr Hill reported.

i) Land to the rear of 24 Whittall Street: Cllr Hill was monitoring the activities in the access road and in the vicinity of The Rec and would ask the workmen to sweep up the grit.

The boundary wall to The Rec seemed to have been further damaged.

Access to the site had been improved by the removal of a corner section of wall to No. 31 Astrop Road.

Cllr Burrell confirmed that damage to the perimeter posts and grass had been made good with the posts having been reinstalled and the grass having been re-seeded.

A.6 Traffic Calming and Highways: Cllr Sykes reported.

i) Requests for double yellow lines, signage and speed limit review: Members were referred to the Clerk's Report.

ii) HGVs along Astrop Road: (Item raised under Public Participation)

It was unclear what could be done. There were signs at the entrance to the village on Mill Lane and Red Lion Street advising of the unsuitable access for HGVs. Enforcement was a Police matter.

A 33T weight limit had been placed on the railway bridge at Banbury Lane and this led to HGVs entering King's Sutton along Astrop Road.

Agreed:

i) To seek clarification on what was enforceable and prohibited

ii) To suggest that a suitable sign is erected at the A43 roundabout, at the exit for Charlton and King's Sutton

iii) To **Note** the comments made by Mr Alcock.

Action: the Clerk.

A.7 Street Areas:

A.7.1 Orchard Way: To consider the proposal by SNH to install rail fencing with pedestrian access along the perimeter of the green space in order to prevent parking on the grass: Cllr Sykes reported.

The proposal had resulted from a number of occasions during which parking on the grass had been reported to South Northants Homes. Only a small number of residents were failing to observe the practice of not parking on the open space.

RESOLVED: It was proposed by Cllr Sykes and seconded by Cllr Bridson to oppose the proposal to install rail fencing around the open space at Orchard Way.

A.7.1 Dobbins Close: Cllr Bailey reported.

A resident was requesting re-installation of the bollards by Western Power Distribution.

Noted.

A.7.3 Newlands: Cllr Hill reported.

Complaints had been received about vehicles associated with building works obstructing the footway and verge.

Noted.

A.7.4 Old Goods Yard, Wales Street: Cllr Forde reported.

Application No. S/2016/1920/LDE had been refused.

The land is now filled with vehicles and plant.

Agreed: To consider this matter at the next Ordinary Meeting of the Parish Council to be held on 3rd November 2016.

B. Wardens:**B.1 Rights of Way:**

B.1.1 Footpaths Leaflet: To consider Mapping Options: Cllr Bridson reported that there were within budget costs associated with the Ordnance Survey options.

Agreed: To defer consideration to the next Meeting of the Finance Governance & Policy Committee to be held on 22nd November 2016.

B.1.2 To Note the publication of the Definitive Map 2016: Mr Dave Hall reported:

- i) Publication of the Definitive Map was anticipated in December 2016.
- ii) Mr Hall was enquiring about the inclusion of particular routes.

Noted.

B.2 Trees: No Report.**B.3 War Memorial:**

B.3.1 Update on the Additional Lettering Project: The quote from Banbury Memorials had been accepted and the company had been invited to commence work.

Noted.

B.3.2 Remembrance Day 2016: To discuss arrangements:

Agreed: To defer consideration of this item to the next Ordinary Meeting of the Parish Council to be held on 3rd November 2016.

C. Representatives:

C.1 King's Sutton Playing Fields Association: No Report.

C.2 King's Sutton Millennium Memorial Hall: No Report.

C.3 Poor's Allotment Trust: No Report.

C.4 King's Sutton Pre-School Playgroup: Cllr Hill reported.

i) Scarecrow Festival: Mrs Helen Woolner, Trustee, had asked for the thanks of the Preschool Playgroup to be conveyed to the Parish Council for its support. The event had not only raised the sum of £2,317 for the new premises campaign, funds that would be useful in helping to secure match funding as and when, and but had also been well attended by members of local groups and the wider community.

Noted.

98.16/17 TO RECEIVE ITEMS FOR THE NEXT MEETING OF THE PARISH COUNCIL (THURSDAY 3RD NOVEMBER 2016):

None.

The Meeting ended at 8.50 p.m.