

KING'S SUTTON PARISH COUNCIL

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

PRESENT: Cllrs R Burrell, D Bridson, R Burne, J Creed, W Dowling, T Forde, R Irving, W Mullis and R Sykes

ABSENT: Cllrs C Hill, M Bailey

IN ATTENDANCE: Mrs A Le Druillenec (Clerk)
Cllr Ian Morris, SNC
Mr Dave Hall, Parish Paths Warden
Mr Ian Davies, Director of Operational Delivery, SNC

Chairman's Announcement:

The Openness of Local Government Bodies Regulations 2014:

99.16/17 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:

Apologies had been received from Cllrs Bailey and Hill.

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

WELCOME TO MR. IAN DAVIES, DIRECTOR OF OPERATIONAL DELIVERY, SNC: The Chairman welcomed Mr Davies to the Meeting.

100.16.17 MOTION TO CHANGE THE ORDER OF BUSINESS OF ITEMS ON THE AGENDA:

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr Forde to take Item 9.1: Wales Street FAS: Update immediately after Item 5: Approval of Minutes and before Item 6: Reports.

101.16/17 TO RECEIVE REQUESTS FOR DISPENSATIONS:

None.

102.16/17 TO INVITE DECLARATIONS OF INTEREST:

None.

103.16/17 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:

None.

104.16/17 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING HELD 6TH OCTOBER 2016: (previously distributed)

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Sykes to Approve the Minutes of the Meeting held 6th October 2016.

Cllr Morris entered the Meeting.

105.16/17 FLOOD ALLEVIATION:

A. WALES STREET FAS: UPDATE: Mr Ian Davies, Director of Operational Delivery, SNC:

The Chairman thanked Mr Davies for attending the Meeting and invited him to speak.

Mr Davies gave a verbal report. His written report would be in the public domain from 4th November 2016 and would be considered by Cabinet on 14th November 2016.

i) Background: In the summer of 2016 the Wales Street FAS had been agreed. Full funding and statutory agreements were in place. The Contractor had been lined up. The Agreement to the works of all landowners affected by the Scheme was being sought.

ii) Current Position: By November 2016 not all landowner agreements had been secured. Weather conditions were no longer favourable. Implementation would be further delayed to 2017.

Mr Davies emphasised that since 2011 SNC had no longer been the Lead Authority for Flood Alleviation. This role had passed to the County Council. SNC had no specialist expertise in this field but SNC had endeavoured to meet its commitment to the project and had bought in expertise to achieve delivery.

iii) Four Options were now being considered:

Option 1: Gain the Agreement of all landowners: Achieving this was thought to be unlikely. The further delay to 2017 would result in extra costs estimated to be in the region of £50,000. This was in addition to agreed contributions of £124K from SNC and £45K from the Parish Council. Funding in the sum of £500K had been secured from the Environment Agency. However, if the original FAS needed to be changed this would require a revision of the cost benefit analysis model with the danger that all of the Environment Agency funding might be called into question.

Option 2: Re-design the Scheme to overcome Landowner issues: The bund could be re-positioned to the flooding side of the ditch. A re-designed Scheme would require new statutory approvals, a new procurement process, and new

landowner agreements. The cost of the Scheme would be greater, with implications for the Environment Agency cost benefit analysis modelling. Mr Davies advised that SNC had already committed half of its contribution (equating to £66K) in order to progress the Scheme to this stage.

Option 3: Take legal action against the Landowner refusing to agree to the Scheme. This would require additional costs to fund the legal expertise and there could be a challenge to the process, with further financial implications.

Option 4: WITHDRAW FROM THE SCHEME: SNC would take this decision with regret.

Mr Davies would be reporting the 4 Options to Cabinet and making the Recommendation that because of the additional funding, uncertainty of outcome and additional risks posed by Options 1-3, that Option 4 be adopted.

Mr Davies reiterated that SNC had a strong intent and commitment to deliver the project even though it was not the Lead Authority, and had dedicated an immense amount of Officers' time towards it. The dilemma was whether SNC could justify diverting resources away from Environmental Health whilst simultaneously incurring further unquantified costs.

Options 1-3 all incurred additional costs with uncertainty of outcome.

Members sought further clarification from Mr Davies on the following:

1. Escalation of costs: SNC had exhausted the good will of the Contractors by staying with them until the end of the Summer. A new works programme would be required for 2017.
2. The grounds for legal action or threat of legal action: There were solid grounds but also risks. A challenge could be made. The outcome would be uncertain. There would be legal costs and costs arising from further delay.
3. Environment Agency Model: SNC has not been able to test the cost benefit model. The Environment Agency has been appraised of the current dilemma and NCC has been kept informed.
4. Design issues: As it is not possible to progress the current FAS it would be necessary to go along a separate process. Additional costs were estimated to be circa £60K. A feature of the new design would include control valves to regulate the water going into the ditch. These valves would require maintenance in perpetuity.

Cllr Morris advised that NCC has some expertise that, in conjunction with SNC, he hoped could be used to help resolve the design issues. The County Council could not take on the FAS but could offer some assistance which would reduce the additional costs.

Cllr Morris will be lobbying for the Cabinet not to adopt Option 4.

The Chairman drew the discussion to a close and thanked Mr Davies for his attendance.

Mr Davies withdrew from the Meeting at 8.05 p.m.

106.16/17 TO NOTE REPORTS FROM:**A. the Clerk** (previously distributed)

Minute No. 90.16/17A: Clerk's Report: C.4: King's Sutton Preschool Playgroup: Awarded a grant of £9,352 from New Homes Bonus fund.

Minute No. 91.16/17A: Northants CALC: Fee for Planning Nuts and Bolts training was £34.00.

Minute No. 96.16/17: B.2: Thursday Bus: Cheney Coaches Ltd is happy to provide a fortnightly service next year.

B.3: S106 Recommendations: SNC has approved the recommendations re. the Mower, additional £50 for Roofing and Windows, Asbestos Survey - KS Playing Fields Association: Covers and Sightscreen - KS Cricket Club. The 2 beneficiaries have yet to be advised - the FG&P will consider the insurance aspect for the mower at its next Meeting.

C: Barwood Homes: S106 Agreement: The contribution of £55,121.63 is correct for 35 dwellings.

The additional 3 dwellings produced as a result of Planning Decisions No. S/2016/0631/FUL (2 semi-detached dwellings on Plot 15) and No. S/2016/1731/FUL (replacement of 1 dwelling with 3) are subject to the Community Infrastructure Levy (CIL) and do not relate to the S106 Agreement. The Case Officer will issue the developer a liability notice and/or a demand notice at the appropriate time.

The Clerk and Chairman signed the Agreement on 13th October 2016.

An invoice from the Parish Council in the sum of £55,121.63 was sent to SNC on 13th October 2016. This is being processed.

Minute No. 97.16/17: A.1: Cleaning of glass in Bus Shelter, Banbury Lane: The Contractor for Dog Waste and Litter Services has been asked to quote.

A.4: Re-installation of Lamp No. 4 Spinney Bank: The Lighting Contractor has been asked to quote. (Quotation since received)

SNH has confirmed that it has no objection to the light being re-attached to the wall of No. 7 Spinney Bank, provided any damage caused to the property resulting from this work is made good.

A.6: LGV Traffic: Thanks to Cllr Morris (Cabinet Member for Highways, NCC; District Councillor) for passing on the Parish Council's query of 28th October 2016 re. Signage, Traffic Management and Enforcement to Mr Andy Leighton, Community Engagement Manager, Northants Highways.

A.7.1: Fencing proposal at Orchard Way: SNH was advised of the Parish Council's opposition on 7th October 2016. No decision had been made.

Additional item:

i) SNC Rough Sleeper Survey: Thank you to Cllrs Bailey and Sykes for volunteering to estimate the number of persons sleeping rough in King's Sutton on the night of 10th November 2016.

B. the Chairman: No Report

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

D. District Councillor: No Report.

107.16/17 FINANCE SCHEDULE:

HSBC Bank Accounts	Bank Statement @ 30.09.16	Cash Book Balance @ 28.10.16
Business Money Manager	£57,519.96	£50,343.81
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
104510	KSM MH	Safety Mats S106 Banner/CALA	£696.00	
To Approve				
Cheque	Payee	Description	Amt (incl VAT)	VAT
104511	Cheney Coaches Ltd	Inv. 22864 Thurs Bus September 2016	£380.00	
104512	A H Contracts	Inv. 8975 dog waste& litter services	£257.76	£42.96
104513	KSM MH	Office rent, Room Hire October 2016	£112.00 ¹	
104514	KSM MH	Hall Hire October 2016 (KSYC)	tbc ²	
104515	M Dempsey	Inv. October 2016	tbc ²	
104516	Aylesbury Mains Ltd	Inv. 16649; Inv. 16664	£162.48	£27.08
104517	SNC	Inv. 4002047 Credits made in error	£390.75	
104518	Zurich Management Services Ltd	Inv. 407000791 LCAS	£114.00	£19.00
104519	Banbury Memorials Ltd	Inv. War Memorial Lettering	£1,020.00 ³	£170.00
104520	A Le Druillenec	Salary Month 8	£1,105.12	
104521	HMRC	Tax & NI Month 8	£213.05	
DD	NEST	Pension Month 8	£34.57	
Total			£3,877.73	£259.04

¹ Invoice not yet received. Amount represents usage.

² Invoice not yet received.

³ Invoice not yet received. Amount represents quotation.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Sykes to Ratify payment in the sum of £696.00 for safety mats.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Sykes to Ratify the list of Payments and to Authorise Payment of outstanding invoices once verified.

B. To Note Receipts:

Receipts	Type	Payer	Description	Amt
11.10.16	Cheque	J & M Humphris	Burial Fees. GAR57; ERB 335	£186.00
14.10.16	Cash	F Mitchell	Thursday Bus	£44.00
25.10.16	Cheque	J & M Humphris	Burial Fees. Plot 222; ERB 336	£446.00
Total				£676.00

Noted.

108.16/17 TRAINING: TO CONSIDER REQUESTS AND RECEIVE REPORTS:

Cllr Burne reported on the Planning Nuts and Bolts course attended on 26th September 2016: This had helped make sense of Consultation Strategies, and advised on suitable grounds for commenting on planning applications. Various acronyms had been deciphered.

109.16/17 FLOOD ALLEVIATION:

A. Wales Street FAS: Update: (Minute No. 105.16/17 refers)
The Parish Council **Noted** the information provided by Mr Davies, SNC.

Members discussed the situation.

Was legal action a sensible option?

There were problems with the Environment Agency scoring model.

Would the County Council be able to mitigate Officer costs?

The Environment Agency was looking at temporary flood protection measures across the country, including King's Sutton. What was the likelihood of these being installed in time for the winter?

Risk of flooding: Frequency: 1998, 2000, 2007. Severity: 14 houses in 2000.

It was **Noted** that Government Funding via DEFRA and the Environment Agency is for houses that are flooded. It is not intended for gardens.

Agreed:

i) SNC's role: SNC had hired project managers but had failed to deliver on its technical responsibility. Checks on landowner issues had been carried out very late on in the process. Construction issues did not appear to have been properly prioritised.

ii) If Option 4 were adopted by SNC, the Parish Council would need to look for the correct support to deal with the blocked culvert at Studleigh Farm or this would exacerbate garden flooding.

iii) Next Step: To read the SNC Cabinet paper prior to the Parish Council considering whether it was necessary to organise a separate meeting to discuss what action to take.

B. Barwood Homes FAS: Update:**C. 2012 Tripartite Agreement: Update:**

Cllr Forde had emailed Mr Damien Smythe-Hudson, Technical Manager, Barwood Homes about both matters.

110.16/17 PLANNING:**A. Chairman's Report: No Report.****B. To consider Recommendations from the Meeting held at 7.00 p.m. on 3rd November 2016:**

B.1 Application No. S/2016/2453/LBC

Proposal: Variation of Condition 2 (plans) of Listed Building Consent S/1999/0333/LB (conversion of agricultural buildings to 3 dwellings) to amend the stable block - removal of an internal wall and door, replace proposed velux windows with conservation roof lights and reopen one blocked window.

Location: 1 Richmond Street, King's Sutton, Northamptonshire OX17 3RS/
Home Farm, Bulls Lane, King's Sutton

Recommendation B.1: To offer NO OBJECTIONS.

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

B.2 Application S/2016/2581/FUL

Proposal: Variation of Condition 2 (plans) of planning permission S/1999/0216/P (conversion of agricultural buildings to 3 dwellings) to amend the stable block - replace proposed velux windows with conservation roof lights and reopen one blocked window

Location: Home Farm, Bulls Lane, King's Sutton.

This application had been WITHDRAWN due to technical reasons.
It was expected to be re-submitted in due course.

Noted.

B.3 The Old Goods Yard, Wales Street: The occupation of the Yard with vehicles is in breach of planning consent. The person who is occupying the land should make a planning application, on which the Parish Council would expect to be consulted, as soon as possible.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Irving to contact SNC accordingly.

Action: Cllr Forde

C. SNC Conservation Strategy: Consultation:

Agreed: That Cllrs Forde and Irving respond on behalf of the Parish Council by the deadline of 16th November 2016.

D. SNC King's Sutton and Astrop Conservation Areas: Update. To Note:

Ms Katherine Harrison, Assistant Conservation Officer, SNC had advised of a delay on account of the comments received and mapping issues. The documents will be put before the Planning Policy Meeting in January 2017.

Agreed: To ask Ms Harrison for feedback on the Parish Council's response.

Action: Cllr Forde.

E. Additional Items not on the Agenda:

E.1 Application No. S/2016/2097/FUL WITHDRAWN.

Proposal: New 3 bedroomed house

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

Noted.

E.2: Application No. S/2016/2703/FUL

Proposal: Replace front porch flat roof with pitched roof. Reduce height of front porch elevation. Replace UPVC front door with oak style composite door with sidelights. Replace side porch window with UPVC.

Location: 8 Wales Street, King's Sutton OX17 3RR

The Planning Committee had considered this item.

Recommendation E.2: To offer NO OBJECTIONS.

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

- i) Adopt Recommendation E.2
- ii) Submit the response to SNC on the basis that if any objections were subsequently received to reconsider the response.

111.16/17 SPEED REVIEW, ASTROP ROAD, THE KNOB AND RICHMOND STREET:

A. To consider the verdict of the Panel Meeting held 19th October 2016:
(previously distributed)

Mrs Helen Howard, Community Liaison Officer, Northants Highways and a Member of the Panel advised that:

i) The Panel determined that they would support the reduction of the speed limit to 20mph on The Knob and Richmond Street.

Reason: These are routes which children may use on their journeys to school and local facilities.

ii) The Panel could not support a reduction on the Astrop Road.

Reason: The Panel is keen that any new 20mph restrictions should be self-enforcing in order to deliver the expected benefits to residents.

Speed monitoring was carried out on Astrop Road just beyond the turning to the medical centre and this indicated speeds in excess of the desirable limit whereby a 20mph limit could be introduced without the need for traffic calming. This would create an expectation on Northamptonshire Police to carry out enforcement.

Noted.

RESOLVED: It was proposed by Cllr Sykes and seconded by Cllr Mullis to request further information from Mrs Howard in respect of possible practical measures that might make a 20mph stretch of Astrop Road more self-enforcing and ones of which the Panel would approve.

112.16/17 CORRESPONDENCE:

A. To consider:

A.1 Community Speed Watch 2017/2018: Invitation to participate from Mr Matthew O'Connell, Safer Roads Team Leader, Prevention and Community Protection Department, Northants Police: (previously distributed)

Cllr Bailey was in favour of participating in Community Speed Watch next year.

Agreed: To promote the Scheme on the website and invite volunteers to come forward.

Action: Cllr Bridson.

A.2 Hands off the Horton Campaign: Letter dated 25th October 2016 from Mr Keith Strangwood, Chairman, Keep the Horton General and Mr Peter Fisher FRCP, former Horton consultant: (previously distributed)

RESOLVED: It was proposed by Cllr Burne and seconded by Cllr Dowling to encourage the Oxfordshire Clinical Commission Group to publish its Sustainability and Transformation Plan now without waiting for Government's permission to do so.

A.3 Draft Police and Crime Plan: Consultation to 24th November 2016 from Mr Stephen Mold, Police and Crime Commissioner Consultation: (Available on line at <http://www.northantspcc.org.uk/wp-content/uploads/2016/10/Draft-Police-and-Crime-Plan-2016-2021-1.pdf>)

Agreed to Note and to express the opinion to the effect that it was disappointing that the Plan contained no mention of practical Police support on the ground, e.g. PCSOs.

A.4 2017 Best Village Competition: Invitation to enter from Northants ACRE. Closing date 17th March 2017:

Cllr Hill was in favour of promoting the competition. Cllr Creed supported an entry from King's Sutton. Entry fee: £25.

Proposal: Proposer: Cllr Creed Seconded: Cllr Mullis

That King's Sutton Parish Council enters Village of the Year 2017 to promote the village.

Amendment: Proposer: Cllr Forde Seconded: Cllr Irving

In the interests of inclusivity to establish and support a working group to progress the application.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Irving:

- i) That King's Sutton Parish Council enters Village of the Year 2017 to promote the village
- ii) To establish and support a working group to progress the application.

A.5 Salt Bags and Salt Bins: Opportunity to purchase from Northamptonshire Highways at a cost of £4 per 25 kg bag and £290 per bin:

Noted.

B. To Note:

B.1 Astrop Grange: Letter dated 19th October 2016 from resident:

Noted.

113.16/17 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:

A. Councillors For..:

A.1 Amenities: Cllr Dowling reported:

A.1.1 Request from a resident for Additional Dog Waste Bins:

i) At the far end of College Lane

ii) On the corner of Holland Rise:

Members were supportive of ii) but disinclined to support i).

PROPOSAL: Proposer: Cllr Dowling Seconded: Cllr Mullis

To install a Dog Waste Bin at the corner of Holland Rise at the point where the PROW exits.

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

A.2 Cemetery: Cllr Creed reported.

A.2.1 Pathway Maintenance: Two estimates had been acquired.

A.2.2 Water Main: Anglian Water had confirmed that this was located in The Orchard, Mill Lane. The Utility Company had asked for a plan of the Cemetery to decide where a tap should be sited.

A.3 Communications: No Report.

A.4 Lighting: Cllr Burrell reported.

A.4.1 Lamp No. 4 Paradise: The Lighting Contractor had quoted £395.50 + vat for a replacement energy efficient lamp, re-bracketing to the wall of No. 7 Spinney Bank, plus electrical test certification.

PROPOSAL: Proposer: Cllr Burrell Seconded: Cllr Dowling

To accept the quotation from Aylesbury Mains in the sum of £395.50.

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr Dowling to proceed with the works.

A.5 The Rec: No Report.

A.6 Traffic Calming and Highways: Cllr Sykes requested an update on:

A.6.1 Double Yellow Lines at junction of Glebe Rise/Astrop Road and at the junction of Richmond Street/The Knob.

Action: the Clerk

A.7 Street Areas: No Reports.

B Wardens:

B.1 Rights of Way: Mr Dave Hall, Footpaths Warden reported.

B.1.1 AS10 Hampton Drive: Mr Hall was in touch with the ROW Officer at Northants Highways to get waymarks installed.

B.2 Trees: No Report.

B.3 War Memorial: Cllr Burne reported.

B.3.1 Update on the Additional Lettering Project: Banbury Memorials had completed the additional lettering on 2nd November 2016. Six names had been added and one correction made to the spelling of an original name.

Mrs Margaret Burne, Author of 'The King's Sutton War Memorials: The Story of Those who Served' wished to thank the Parish Council for supporting this project.

B.3.2 Remembrance Day 2016: To discuss arrangements:

A short Act of Remembrance at the War Memorial will take place at 9.50 a.m. on Friday 11th November 2016, led by Father James Evans.

Chairs will be put out.

Cllr Dowling will lay the wreath on behalf of the Parish Council.

Names to be read out by Mr Garry O'Connor.

A bugler will sound the Last Post and Reveille.

Refreshments will be available in the Oman Room after the service.

On Remembrance Sunday, 13th November 2016, the Rev Steve Rodda will lead the Service inside the Church and at the War Memorial.

Cllr Burrell will lay the wreath in behalf of the Parish Council.

Mr Stephen Allday will read out the names.

C. Representatives:

C.1 King's Sutton Playing Fields Association: Cllr Bridson reported:

C.1.1 Fireworks Display: 6th November 2016 at the Playing Fields.

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: No Report.

114.16/17 FINANCE GOVERNANCE & POLICY COMMITTEE: TO RECEIVE BUDGET 2017/2018 REQUESTS FOR CONSIDERATION AT THE NEXT MEETING TO BE HELD ON TUESDAY 22ND NOVEMBER 2016:

Councillors for, Wardens and Committees were asked to submit Budget proposals for consideration at the Meeting of the FG&P Committee to be held on 22nd November 2016.

115.16/17 TO RECEIVE ITEMS FOR THE NEXT MEETING OF THE PARISH COUNCIL (THURSDAY 1ST DECEMBER 2016):

- i) Community Speed Watch 2017/2018

The Meeting ended at 9.20 p.m.