

KING'S SUTTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD
AT 7.30 P.M. ON THURSDAY 5TH JANUARY 2017
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, W Mullis and R Sykes

ABSENT: Cllr R Burne

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

Chairman's Announcement:

The Openness of Local Government Bodies Regulations 2014:

129.16/17 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:

Apologies had been received from Cllr R Burne.

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

130.16/17 TO RECEIVE REQUESTS FOR DISPENSATIONS:

None.

131.16/17 TO INVITE DECLARATIONS OF INTEREST:

None.

132.16/17 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:

None.

133.16/17 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING HELD 1ST DECEMBER 2016: (previously distributed)

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

134.16/17 TO NOTE REPORTS FROM:**A. the Clerk:** (previously distributed)

Minute No. 121.16/17A: Clerk's Report:

Rough Sleeper Survey: The verified rough sleeper estimate total for SNC was 3. Another 3 people were known to be sleeping rough during the week of the survey but were not bedded down on the night of 10th November and as they did not fall into the definition of rough sleeping, were not included in the estimate total. SNC has advised that the Housing Options team will work with local partners to agree and implement a Homeless Action plan for 2017 to include:

- i) Preventing increased rough sleeping
- ii) Preparing for the pending duty to prevent homelessness - including training and sharing of information and resources
- iii) The effective use of existing networks to prevent homelessness.

Minute No. 121.16/17C: County Councillor's Report:

Twyford/Oxford Road junction: Cllr Sawbridge has raised this with Cllr Morris who will seek to apply pressure on Cherwell District Council to allocate some S106 money to provide traffic lights.

Minute No. 126.16/17

B.3: Installation of a Dog Waste Bin at Holland Rise: The bin has been ordered for installation on the ROW fingerpost.

B.4: Cleaning of Glass panels at Bus shelter on Banbury Lane: To commence from January 2017.

B.5: S136 Mowing Agreement: 2017 Agreement was signed, and invoice for 2016 Mowing raised on 9th December 2016.

B.7: Parish Council Website Contract 2017 with Bridson Kneale Associated Ltd: Signed by both parties on 1st December 2017.

B.8: Section 106 allocations: The King's Quilters, KS Playing Fields Association and KS Cricket Club were all notified of the approvals on 8th December 2016. The Parish Church and KSMMH were notified on 15th December 2016.

B.10: Wales Street FAS: SNC has been advised of the Parish Council's decision in principle to make an additional contribution.

Minute No. 127.16/17.

A.6.3: Community Speed Watch: Gary Wright, Safer Roads Team, Northants Police was advised on 22nd December 2016 of the Parish Council's interest in participating in the scheme. A resident of Hampton Drive has expressed concerns over the speed of traffic heading into the Barwood development and suggested that speed calming was needed. The resident was referred to the '20 is Plenty' article on the website and invited to take part in CSW.

A.7.1: Removal of BT Phone box, Sandringham Road: SNC's initial decision was to agree to the removal of the kiosk and has notified BT accordingly. This initial decision may be challenged during the second stage of the consultation. SNC will publish its final decision on 13th January 2017. Should BT disagree with the final decision it has the option to challenge it via an appeal to the Competition Appeals Tribunal.

B.1.2: Bridleway AS2: The Solicitors acting on behalf of the owners of College Farm were advised of the Parish Council's view to the proposed part diversion on 6th December 2016. Copies of the letter were sent to the Footpaths Wardens for information.

Other:

i) Water collecting at side of carriageway adjacent to swing gate to The Meadows: The original Street Doctor report (URN 760424) was followed up on 9th December 2016 and then logged anew on Street Doctor URN 849754. This is under investigation by Northants Highways.

Noted.

6.1.1. Information reported at the Meeting:

i) Minute No. 122.16/17: Cheque No. 104525: Invoice for Room hire (KS Youth Club) November and December 2016: £264.

ii) Re. Minute No. 113.16/17A.6: Traffic Calming and Highways: The Order for Double Yellow Lines at the junction of Glebe Rise and Astrop Road will be advertised towards the end of January 2017. A Notice will be placed in the local newspaper. Residents directly affected by the proposal will be advised and notices will be erected on site.

Agreed: To seek a response to the request for the DYL to be applied using primrose yellow paint.

Action: the Clerk

iii) Offer of Bark Chippings and Logs: Mr James Boddington, Ground Control Maintenance, SNH had advised that work to clear the garden of No. 4 Dairy Ground would commence in 2 weeks' time.

Noted.

B. the Chairman: Cllr Burrell reported.

i) Implications for Cllr Burne of Access problems to Astrop Room:

Agreed: In Principle members of the Parish Council wished to facilitate Cllr Burne's continued service and had no objection to relocating to other meeting venues in order to achieve this.

A possible venue was the Oman Room and enquiries would be made re. its availability.

Action: Cllr Burrell.

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

D. District Councillor: No Report.

135.16/17 FINANCE SCHEDULE:

HSBC Bank Accounts	Bank Statement @ 30.11.16	Cash Book Balance @ 29.12.16
Business Money Manager	£104,669.25	£99,759.97
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
104535	Bridson Kneale Assoc Ltd	Inv. T0250 Domain renewal .net	£48.00	£8.00
104536	M Dempsey	Inv. 1199 Cemetery Hedge	£240.00	
104537	KSM MH	Seat Cushions Film Society S106	£497.50	
104538	KSPFA	Asbestos Survey S106	£250.00	
DD	BT plc	Telephone Bill Q041 PP	£208.58	£34.76
To Approve				
Cheque	Payee	Description	Amt (incl VAT)	VAT
104539	Cheney Coaches Ltd	Inv.23086 Thurs Bus Dec 2016	£380.00	
104540	A H Contracts	Inv. 9088 dog waste& litter services	£290.76	£48.46
104541	Aylesbury Mains Ltd	Inv. 16874	£89.04	£14.84
104542	Humphris Funerals	Inv. F551	£30.00	£5.00
104543	A Le Druillenec	Salary Month 10	£1,104.92	
104544	HMRC	Tax & NI Month 10	£213.25	
DD	NEST	Pension Month 10	£34.57	
104545	A Le Druillenec	1&1.Inv.203009523925;Officesupplies	£28.65	£4.45
Total			£2,171.19	£72.75

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

A.1 Additional Payment:

Inv. T0255 Bridson Kneale Associates Ltd: £108.00 for Annual website hosting, incl. email accounts, domain renewal (2 years)

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

(Cheque No. 104546 was raised.)

B. To Note Receipts:

Receipts	Type	Payer	Description	Amt
09.12.16	Cheque	R S W McCarthy	ERPP 13; Plot 8	£98.00
13.12.16	Cheque	Humphris Funerals	Memorial GAR 66; ERB 334	£58.58
22.12.16	Caash	F Mitchell	Thursday Bus	£68.00
Total				£224.58

Noted.

C. HMRC: To consider paying PAYE by direct debit:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Burrell to Authorise the Clerk to set up a variable direct Debit facility for PAYE payments to HMRC.

136.16/17 TRAINING: TO CONSIDER REQUESTS AND RECEIVE REPORTS:

None.

137.16/17 FLOOD ALLEVIATION:

A. Wales Street FAS: Update: Cllr Forde reported.

i) Meeting with Mrs Jacqui Fitzsimons, Shared Public Protection Manager, SNC/CDC: It had been agreed that the Parish Council would take on a more enhanced role in Local Liaison. SNC had commissioned a Report from NCC's framework contractor, KierWSP to undertake a review of the existing scheme, and for further information on Option 2.

A site walkover has been arranged for 11th January 2017.

ii) Newsletter to householders: A two-page Summary of the position at December 2016 had been distributed before Christmas to all houses, odd and even numbers, in Wales Street and Waverley Close.

iii) Option 2: Details of the proposal for a system to relieve water in the Black Brook as presently aligned had not been seen, but this would include flap valves. There was a need for a discussion on maintenance of this operating mechanism.

B. Barwood Homes FAS: Update: Cllr Forde reported:

There was no further information on the scheme.

i) 'Obstruction' to the footpath across the field drain at the entrance to the site: The Parish Council had made its concerns known to the Senior Technical Manager, Barwood Homes over the effect of the piped structure on the natural direction of water flow. Clarification on the ownership of this particular piece of land was required.

Action: Cllr Forde (reiterate an earlier request for a site meeting with the Senior Technical Manager, Barwood Homes.)

C. 2012 Tripartite Agreement: Update: Cllr Forde reported:

This had not progressed further.

138.16/17 PLANNING COMMITTEE:

A. Chairman's Report: No Report.

B. To consider Recommendations from the Meeting held at 7.00 p.m. on 5th January 2017:

B.1 Application No. S/2016/2998/FUL

Proposal: Rear Conservatory

Location: 14 Halestrap Way, King's Sutton, OX17 3SF

Recommendation B.1: To offer NO OBJECTIONS.

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

B.2 Application No. S/2016/3058/LBC

Proposal: Variation of Condition 3 & 4 (Structural Solutions)

S/2016/0728/LBC (Conversion and renovation of existing single residential Unit to form 2 self-contained flats with associated works to include removal of staircase and chimney breasts. Replacement stairs and internal wall alterations), to remove conditions.

Location: The Grooms House, Astrop Park, King's Sutton. OX17 3QN

Recommendation B.2: To offer NO OBJECTIONS.

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

B.3 Application No. S/2016/3001/FUL

Proposal: Division of house to two dwellings

Location: The Stud House, Purston House, Purston NN13 5PL

Recommendation B.3: To offer NO OBJECTIONS.

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

B.4 Application No. S/2016/3134/FUL

Proposal: Construction of porch to front of property

Location: 70 Glebe Rise, King's Sutton OX17 3PH

The Planning Committee considered the visual impact of the proposal. The porch would project uncomfortably to the front, although there was no established building line. The flat roof was adjacent to a pitched roof.

Recommendation B.4: To express Reservations about the forward projection and the flat roof.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Irving to Adopt Recommendation B.4.

C. FOR INFORMATION ONLY:

C.1 Application No. S/2016/3092/TCA

Proposal: The felling of a double trunked tree

Location: Bell House, 5 The Square, King's Sutton OX17 3RQ

Noted.

D. Conservation Area Appraisal: To Note the progress of the review:

(Timetable previously distributed)

Ms Katherine Harrison, Assistant Conservation Officer, SNC had provided information on the next stage, which would be according to whether the Heritage Team were to decide that, in light of the responses received during the 6 week public consultation, amendments should be made to the original proposals.

i) If No Amendments were recommended: There would be no further input from the Parish Council or the public. The Appraisal would be recommended for adoption by the SNC Planning Policy and Regeneration Committee Meeting to be held on 25th January 2017.

ii) If Amendments were recommended: A further 2 week public consultation would be held prior to consideration of the final documents by the SNC Planning Policy and Regeneration Committee in March 2017.

Noted.

Agreed: To contact Ms Harrison to discuss.

Action: Cllr Forde

139.16/17 TO SET THE BUDGET FOR 2017/2018:

A.1 To consider recommendations arising from the meeting of the Finance Governance & Policy Committee held 13th December 2016:

(Minutes of FG&P Meeting previously distributed)

Cllr Irving spoke to this item.

The FG&P Committee had discussed the use of Reserves. The recommended Budget would reduce General Reserves by £18,000 to around £67,500 or one full year expenditure budget.

The Budget figure of £15,000 for upgrading the Cemetery paths was a 'one off' expenditure and the Committee considered that it was sensible to go ahead.

Cllr Irving invited questions on the detail of the Budget but none were put.

Recommendation A.1.1: To set a Payments Budget for 2017/2018 of £91,269: (Recommended Payments Budget 2017/2018 previously distributed)

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bailey to Adopt Recommendation A.1.1. to set a Payments Budget for 2017/2018 of £91,269.

Recommendation A.1.2: To set a Receipts Budget (excluding Precept) for 2017/2018 of £28,089:

(Recommended Receipts Budget 2017/2018 previously distributed)

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bailey to Adopt Recommendation A.1.2 to set a Receipts Budget (excluding Precept) of £28,089.

140.16/17 TO SET THE PRECEPT FOR 2017/2018:

A. To consider recommendations arising from the meeting of the Finance Governance & Policy Committee held 13th December 2016:

(Recommended Receipts Budget 2017/2018 including Precept previously distributed)

Cllr Irving spoke to this item.

The Tax Base for 2017/2018 was 828.9, an increase of 16.2 over 2016/2017, equivalent to 2%.

Increasing the Precept by 4% would increase a Band D property Council tax by 2%, from £70.63 to £72.05.

Recommendation A.1: To set a Precept for 2017/2018 of £59,720:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Bridson to Adopt Recommendation A.1 to set a Precept for 2017/2018 of £59,720.

141.16/17 COMMUNITY GOVERNANCE REVIEW 2017:
(Information on forthcoming CGR 2017 to be conducted by SNC previously distributed)

A. To Notify SNC that the parish of King's Sutton wishes to be included in the Review:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Forde to notify SNC that King's Sutton wishes to be included in the Review.

B. To reiterate the Parish Council's request of 4th August 2016 that the Review considers a reduction in the fixed number of seats on King's Sutton Parish Council from 15 to 11: (Minute No. 231.15/16.B.5 refers)

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

142.16/17 TO APPROVE TERMS OF REFERENCE FOR THE COUNCILLOR FOR COMMUNICATIONS: (previously distributed)

RESOLVED: It was proposed by Cllr Bailey and seconded by Cllr Sykes to Approve the Terms of Reference for the Councillor for Communications.

143.16/17 REPLACEMENT LAMP FOR NO. 4 PARADISE (FORMERLY ATTACHED TO NO. 7 SPINNEY BANK):

A. To consider options: (Costings and options previously distributed)

Cllr Burrell spoke to this item.

The Parish Council had agreed in principle to the installation of low level lighting. (Minute No. 127.16/17 refers)

The Lighting Contractor had quoted £786 for 2 No. mini light bollards + £16.80 per metre for supply cabling.

The bollards were of similar design to those in Waverley Close. Members did not consider that vandalism would be an issue.

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr Irving to Accept the quotation for 2 No. mini light bollards and cabling.

Agreed: To speak to residents beforehand and report back any objections.

Action: Cllr Burrell

It was **Noted:**

i) That prices were held until 1st March 2017

ii) Prices did not include for any works related to the supply and status of the existing house-mounted supply cable and bracket and that additional costs for tidying up may be incurred

iii) That the consent of South Northants Homes would be required should the cabling cross over its land.

144.16.17 TRAFFIC CALMING MEASURES:**A. To consider the practical options for Astrop Road:**

(Minute No. 127.16/17.A.6.1 refers. Advice from Mrs Helen Howard, Community Liaison Officer, Northants Highways, previously distributed)

Cllr Sykes spoke to this item.

Cllr Sykes referred to Mrs Howard's response to the Parish Council's request for advice on practical measures that were regarded as both conducive to self-enforcement of a 20 mph speed limit along a specific length of Astrop Road and also acceptable to the Speed Review Panel.

Mrs Howard had advised that traditional traffic calming measures were possible but in practice such options were ill-advised or impossible, and that no funding was available for options that the Parish Council might wish to pursue.

Cllr Sykes recommended the following action:

- i) Not to pursue any of the physical changes options
- ii) To respond to the Panel's decision in two ways:
 - Firstly, by welcoming its support of the 20 mph speed limit for The Knob and Richmond Street
 - Secondly, by appealing the Panel's decision to exclude Astrop Road. The Appeal would be argued on the basis that adequate enforcement would be possible through community measures, such as Community Speed Watch, in which King's Sutton would be participating in 2017/18, the focus of which was to be Astrop Road.
- iii) To canvass the village through the website or a petition for support of a 20 mph speed limit along Astrop Road.

RESOLVED: It was proposed by Cllr Sykes and seconded by Cllr Bailey:

- i) Not to consider physical traffic calming measures for Astrop Road
- ii) To respond, as recommended, to the verdict of the Speed Review Panel
- ii) To gather evidence with the support of the community for a 20 mph speed limit along Astrop Road.

Agreed: To Authorise Cllr Sykes, assisted by the Clerk, to draft the Appeal.

B. Community Speed Watch:

Cllr Bailey reported.

A sufficient number (more than 5) of volunteers had come forward to take part. Cllr Bailey was happy to take on the role of Co-Ordinator.

The Road Safety Team, Northants Police had been advised on 22nd December 2016 of the Parish Council's interest in taking part in Community Speed Watch 2017.

The decision to solicit support for Community Speed Watch via the website (Article '20 is Plenty') was commended.

145.16/17 NORTHAMPTONSHIRE BEST VILLAGE COMPETITION 2017: TO DISCUSS FURTHER:

Cllr Hill spoke to this item and distributed the questionnaire. Cllrs Hill and Creed had met on 4th January 2017 and agreed a plan of action. This would follow what had been done the last time in 2007, including the compilation of an A4 folder of information from community groups, and the recruitment of volunteers. In 2007 judging had taken place between April and June. The judges had visited King's Sutton for 3 hours during which they had met the Village of the Year Team at the Coffee Shop before walking round the village.

Noted.

146.16/17 TO APPROVE A REQUEST FOR THE FUNFAIR TO VISIT KING'S SUTTON FROM 5TH - 10TH SEPTEMBER 2017:

Agreed: Members were In Favour of the visit of the Funfair taking place between 5th and 10th September 2017.

147.16/17 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:

A. Councillors For..:

A.1 Amenities: No Report.

A.2 Cemetery: Cllr Creed:

A.2.1 Estimates in respect of the upgrading of the Cemetery paths would be available for consideration at the next Meeting of the Finance Governance and Policy Committee to be held on 17th January 2017.

A.3 Communications: Cllr Bridson:

A.3.1 Adverts for the Website from local businesses would be sought.

A.3.2 News for the Website would be gladly received.

A.4 Lighting: No Report.

A.5 The Rec: No Report.

A.6 Traffic Calming and Highways: No further Report.

A.6.1 Community Speed Watch Update: No further Update.

A.7 Street Areas:

A.7.1 The Willows: Lamp No. 2 was not working.

B. Wardens:

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

B.1.1 AS12: Slip hazard on the wooden bridge - reported to the Rights of Way Officer, Northants Highways. Reducing the hazard by fixing gritty boards to wooden surfaces was preferable to, but more expensive than, wire mesh.

B.1.2 AS38: A new fence and stile has been erected on the northern side of the track leading to the Pumping Station.

B.1.3: AS10: The gate to the Allotments is now locked.

B.2 Trees: No Report.

B.3 War Memorial: No Report.

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: No Report.

148.16/17 TO SET THE DATE OF THE ANNUAL PARISH MEETING 2017:

Agreed: To hold the Annual Parish Meeting 2017 at 7.30 p.m. in the main hall of the KSMMH on Wednesday 19th April 2017. (subject to venue availability)

149.16/17 TO RECEIVE ITEMS FOR THE NEXT MEETING OF THE FINANCE GOVERNANCE & POLICY COMMITTEE (TUESDAY 17TH JANUARY 2017):

i) Cemetery Paths

Cllr Bridson declared an interest in the next item, to which he spoke.

Reason: Editor of the website.

ii) Walks Leaflet: Cllr Bridson reported.

Due to increased costs recently advised by Ordnance Survey the final cost of the Walks leaflet would be £50 more than the previously approved cost of £480.

Agreed: To consider approval of the increase at this Meeting rather than defer this matter to the FG&P Committee.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Dowling to Approve the additional cost in the sum of £50.

250.16/17 TO RECEIVE ITEMS FOR THE NEXT MEETING OF THE PARISH COUNCIL (THURSDAY 2ND FEBRUARY 2017):

i) Requests for the Community Enhancement Gang.

The Meeting ended at 8.40 p.m.