

**KING'S SUTTON PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD  
AT 7.30 P.M. ON THURSDAY 2<sup>ND</sup> MARCH 2017  
IN THE OMAN ROOM,  
CHURCHYARD, KING'S SUTTON PARISH CHURCH**

**PRESENT:** Cllrs R Irving (Chairman), M Bailey, D Bridson, R Burne, J Creed, W Dowling, T Forde, W Mullis and R Sykes

**ABSENT:** Cllr R Burrell

**IN ATTENDANCE:** Mrs A Le Druillenec (Clerk)

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

**167.16/17 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:**

Apologies had been received from Cllr Burrell.

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

**168.16/17 TO RECEIVE REQUESTS FOR DISPENSATIONS:**

<b>Request</b>	<b>Agenda Item</b>	<b>From</b>	
Application No: S/2017/0470/MAO	5.3 (Planning Committee Meeting)	Cllrs Bridson, Burne, Creed, Forde, Irving	<b>GRANTED</b>
Application No: S/2017/0470/MAO	12.2.3 (Parish Council Meeting)	Cllrs Dowling, Mullis, Sykes	<b>GRANTED</b>

**169.16/17 TO INVITE DECLARATIONS OF INTEREST:**

**None.**

**170.16/17 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:**

Three Members of the Public were invited to speak to the following items:  
i) Item 15.4: Road Safety Project: Update: Schoolchildren were designing the covers and writing pieces for a book on highway safety. Through

reading, colour and rhyme the children would understand about road safety. Examples of the children's work were circulated at the meeting.

ii) Item 15.1: King's Sutton Preschool Playgroup: New Premises Campaign: A revised sheet (page 3 of the Report previously distributed) was circulated. The amount of New Homes Bonus funds requested was £27,746. The main concern was to secure full backing for the News Homes Bonus funds in order to acquire funding from the Community Development Capital Fund which could fund up to 35% of the capital cost of the project. The total cost of the project was £284,900. The Preschool Playgroup hoped to raise the necessary funds over two years.

In 2019 the Preschool Playgroup would celebrate its 50<sup>th</sup> Anniversary.

iii) Item 12.2.3: Application No. S/2017/0470/MAO: The proposal included 7 affordable dwellings, of which the member of the public was 100% in favour. There was a strong legal and lawful planning argument for this provision which the Member of the Public offered to put in writing and circulate.

**171.16/17 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING HELD 2<sup>ND</sup> FEBRUARY 2017:** (previously distributed)

**RESOLVED:** It was proposed by Cllr Dowling and seconded by Cllr Forde to Approve the accuracy of the Minutes of the Meeting held 2<sup>nd</sup> February 2017.

**172.16/17 TO NOTE REPORTS FROM:**

**A. the Clerk:** (previously distributed)

**1. Matters Arising:**

Minute No. 151.16/17A: Chairman's letter of thanks to Mrs Hill sent on 24<sup>th</sup> February 2017.

Casual Vacancy: By 9<sup>th</sup> February 2017 SNC had received no requests for an election to be held to fill the vacancy. The Parish Council may decide how it wishes to fill the vacancy by co-option.

Minute No. 156.16/17A: Clerk's Report:

Low level lighting bollards at Spinney Bank: The Lighting Contractor confirmed that the trench distance as quoted was correct and that trenching excavation and reinstatement applied to all the options. Accordingly, the revised quotation in the sum of £1,896.60 + vat was accepted on 3<sup>rd</sup> February 2017.

Village Networks: The Chairman discussed the Model Village concept (illustration previously distributed) with Mr Nick King, Co-Ordinator on 10<sup>th</sup> February 2017.

County Councillor: Best wishes were conveyed to Mrs Sawbridge MBE on 4<sup>th</sup> February 2017.

Minute No. 162.16/17: Annual Parish Meeting: Invitations issued on 14<sup>th</sup> February 2017.

Minute No. 163.16/17:

A. Community Enhancement Gang: The following list was submitted on 14<sup>th</sup> February 2017:

- i) Re-fixing of concrete posts on bend near railway bridge No. 3011 Banbury Lane, and on bend at Upper Astrop Road.
- ii) Refurbishment of barriers at jitty way linking Blenheim Rise with a) Sandringham Road and b) Kensington Close.

B. 20 mph speed limit: Astrop Road - Intention to Appeal the decision against: Mrs Howard has forwarded the letter of 10<sup>th</sup> February 2017 from the Parish Council to the Chair of the Speed Review Panel. A special Appeal Hearing will be scheduled upon receipt of the Appeal by Northants Highways.

**Other:**

- i) Dog Waste Bin: Installed at Holland Rise.
- ii) snvb Garden Buddies: Aim to develop a social enterprise arm to the Scheme: (information previously distributed) For discussion under item 15: Correspondence.

**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.

**173.16/17 FINANCE SCHEDULE:** (previously distributed)

<b>HSBC Bank Accounts</b>	<b>Bank Statement @ 31.01.17</b>	<b>Cash Book Balance @ 28.02.17</b>
<b>Business Money Manager</b>	£48,086.69	£37,245.80
<b>Community</b>	£1.00	£1.00
<b>Money Market</b>	£193,434.05	£193,434.05

**A. To Ratify and Approve the Payments:**

<b>To Ratify</b>					
<b>Cheque</b>	<b>Payee</b>	<b>Description</b>	<b>Amt (incl VAT)</b>		<b>VAT</b>
104556	KSPCC	Hire of Oman Room	£16.00		
104557	Mrs D Gregory	King's Quilters; S106 tools	£81.32		
DD	BT plc	Broadband Services	£128.16		£21.36
104558	KSM MH	Hire of Main Hall 12.01.17	£13.00		
104559	OracleSolutionsAsbestosLtd	Inv. OSA4170; S106 KSPFA	£2,880.00		£480.00
104560	KS Youth Club	S106 Unihoc, Rounders, Mirror	£111.54		
<b>To Approve</b>					
<b>Cheque</b>	<b>Payee</b>	<b>Description</b>	<b>Amt (incl VAT)</b>		<b>VAT</b>
104561	Cheney Coaches Ltd	Inv. 23263 Thurs Bus 09 & 23 Feb 2017	£190.00		
104562	A H Contracts	Inv.9217dogwaste&litterservicesDWB	£389.76		£64.96
104563	KSM MH	Office Rent, Feb 2017	£100.00		
104564	KSM MH	KS Youth Club Room Hire Jan2017	£176.00		
104565	KSM MH	KS Youth Club Room Hire Feb2017	£132.00		
104566	KSPCC	Hire of Oman Room 02.03.17	£16.00		
104567	Aylesbury Mains Ltd	Inv. 17003	£58.32		£9.72

Cheque	Payee	Description	Amt (incl VAT)	VAT
104568	Banbury Litho Ltd	Inv. KSTimes March 2017	£720.00	
104569	AGU Treecraft Ltd	Tree Management fee	£30.00	
104570	Information Commissioner	DataProtection RegistrationRenewal	£35.00	
104571	A Le Druillenec	Salary Month 12	£1,105.12	
DD	HMRC	Tax & NI Month 12	£213.05	
DD	NEST	Pension Month 12	£34.57	
104572	A Le Druillenec	Norton Antivirus	£24.99	
<b>Total</b>			<b>£3,092.81</b>	<b>£74.68</b>

#### A.1 Additional Payment:

Aylesbury Mains Ltd: Inv. 17034 £73.56

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

- i) Ratify and Approve the Payments
  - ii) Approve the Additional Payment.
- (Cheque No. 104573 was raised)

#### B. To Note Receipts:

Receipts	Type	Payer	Description	Amt
02.02.17	Cheque	V A Hoggett	ERB 338, Plot 201	£127.50
14.02.17	Cheque	J & M Humphris	Plot 293; ERB 241 Re-open	£84.50
14.02.17	Cash	F Mitchell	Thursday Bus	£96.00
23.02.17	Cheque	J & M Humphris	Plot GAR57; ERB 335 Re-open	£58.50
<b>Total</b>				<b>£366.50</b>

**Noted.**

#### 174.16/17 TREE WORKS:

##### A. To consider a quotation to carry out tree works in the Cemetery and at Windsor Close: (previously distributed)

Following an inspection on 20<sup>th</sup> February 2017 the Contractor had recommended works to trees at the Cemetery and at Windsor Close. There were no recommendations in respect of the lime trees on The Rec. Three options were recommended.

Option 1: Lime trees and trees on the eastern boundary in the Cemetery: Crown raise at a cost in the sum of £695.00 + £139.00 vat = £834.00.

Option 2: Remove deadwood from Lime trees in the Cemetery at a cost in the sum of £2,550.00 + £510.00 vat = £3,060.00.

The Council **Noted** that, since the inspection, strong winds had dislodged a large quantity of deadwood.

Option 3: Trees on eastern side: Crown raise at a cost in the sum of £80.00 + £16.00 vat = £96.00.

**RESOLVED:** It was proposed by Cllr Bailey and seconded by Cllr Creed to:

- i) Defer a decision on Option 2

- ii) Request a second inspection and revised quotation for the removal of major deadwood
- iii) Consider the quotation at the next Ordinary Meeting of the Parish Council to be held on 6<sup>th</sup> April 2017.

**Action:** the Clerk

**RESOLVED:** It was proposed by Cllr Bailey and seconded by Cllr Burne to Accept the quotations for options 1 and 3 and to proceed with the works.

**Action:** the Clerk

**175.16/17 TRAINING: TO CONSIDER REQUESTS AND RECEIVE REPORTS:**

**A. Northants ACRE Neighbourhood Plan Day:**

Date: 25<sup>th</sup> May 2017. Time: 10.15 a.m. - 3 p.m. Venue: Northampton.

Cost: £40 per delegate.

**Noted.**

**176.16/17 CASUAL VACANCY:**

**A. To note that the Parish Council may co-opt to fill the Vacancy created by the resignation of Cllr Hill:** (Clerk's Report refers)

**Noted.**

**B. To consider next step:**

**Agreed:**

- i) To wait to see whether any suitably qualified candidates who would be interested in being co-opted to the Parish Council attend the Annual Parish Meeting
- ii) To defer the matter to the Annual Parish Council Meeting in May 2017.

**177.16/17 FLOOD ALLEVIATION:**

**A. Wales Street FAS: Update - Report of Consultants WSP:**

Cllr Forde spoke to this item.

In February 2017 Northamptonshire County Council funded a review of the position by Framework Consultants WSP. The Report is not in the public domain, and has not gone before the Cabinet at SNC.

An Outline Business Case (formerly a Project Appraisal Report) will be required for submission to the Environment Agency. This is due to the revised layout design from that already approved and which may require control structures previously referred to in the SNC Report of November 2016. Planning permission will need to be obtained.

NCC has instructed WSP to proceed with the development work and to prepare the necessary documentation to meet the OBC and Planning requirements.

SNC is satisfied with the progress being made and will carry out a review of procurement. Consultation discussions with affected landowners will be arranged. The Parish Council will also be involved.

The timescale for implementation will be affected by various factors and a start on site is not envisaged before the Spring of 2018.

The Chairman congratulated all those concerned in the progress being made.

**Agreed:**

i) To circulate, as appropriate, an update to residents of Wales Street.

**Action:** Cllr Forde

ii) To publish the update on the website once residents in Wales Street had received a copy.

**Action:** Cllr Bridson

**B. Barwood Homes FAS: Update:**

No response re. the blockage had been received from the Senior Technical Manager, Barwood Homes.

**Agreed:** To follow up with Mr Jamie Gibbins, Managing Director, Barwood Homes.

**Action:** Cllr Forde through the Clerk

**C. 2012 Tripartite Agreement: Update: No progress.**

**Agreed:** To follow up with Mr Jamie Gibbins, Managing Director, Barwood Homes.

**Action:** Cllr Forde through the Clerk

**178.16/17 PLANNING COMMITTEE:**

**A. Chairman's Report: No Report.**

**B. To consider Recommendations from the Meeting held at 7.00 p.m. on 2<sup>nd</sup> March 2017:**

B.1 Application No. S/2017/0235/FUL

Proposal: Extension and reformatting of servicing and parking arrangements

Location: Unit 6, Cherwell Valley Silos, Banbury Lane, King's Sutton  
OX17 3AS

The Planning Committee had no objections to the proposal itself but had concerns over the probable increase in vehicle movements, in relation to the Oxford Road and the junction with the Twyford Road.

Recommendation B.1: To offer NO OBJECTIONS but to bring the following concerns to the Case Officer:

i) Increased traffic on the approach road in Oxfordshire and the need for traffic signals at the junction

ii) The potential damaging impact of heavy goods vehicles on the listed canal bridge and on its overall structure and integrity at this important entry point to King's Sutton.

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

B.2 Application No. S/2017/0263/FUL

Proposal: Front entrance porch

Location: 29 Hampton Drive, King's Sutton, OX17 3QR

Recommendation B.2: To make NO OBJECTION but also to express concerns that this proposal would set a precedent in the Timms Estate and cause an imbalance in the architectural unity of the area.

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

B.3 Application No. S/2017/0470/MAO

Proposal: Outline application for residential development of up to fourteen dwellings

Location: Land at Halestrap Way, King's Sutton

It was **Noted** that the Case Officer had granted an extension of time for the Parish Council to respond.

It was also **Noted** that the Planning Authority had strongly objected to the previous application which had subsequently been withdrawn by the applicant.

The Planning Committee had had a preliminary discussion and a range of views had emerged.

The proposal currently provided for 50% (7No.) of the dwellings to be affordable.

**RESOLVED:** It was proposed by Cllr Forde and seconded by Cllr Mullis to defer consideration to the next Ordinary Meeting of the Parish Council to be held on 6<sup>th</sup> April 2017.

B.4 Application No. S/2017/0492/FUL

Proposal: Widen existing vehicular access on to Astrop Road by removing section of boundary wall

Location: 2 Whittall Street, King's Sutton OX17 3RD

Recommendation B.4: To offer NO OBJECTIONS.

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

**C. Conservation Area Appraisal: Update: No further information.**

**179.16/17 ANNUAL PARISH MEETING 2017:****A. To consider the inclusion of an Agenda item to debate the pros and cons of Unitary Local Government in Northamptonshire:**

Cllr Ian Morris, SNC was prepared to speak in favour and had offered to find someone to speak against.

**RESOLVED:** It was proposed by Cllr Forde and seconded by Cllr Bailey to place Unitary Local Government on the Agenda and to debate the issues for and against.

**B. To consider other items for the Agenda:**

**None.**

Members were asked to submit reports by 6<sup>th</sup> April 2017.

**180.16/17 NORTHAMPTONSHIRE BEST VILLAGE COMPETITION 2017:****A. To Approve the Application:** (previously distributed)

Cllr Creed spoke to this item.

**Agreed:** To submit the application with No Amendments by 16<sup>th</sup> March 2017.

**Action:** the Clerk.

**181.16/17 CORRESPONDENCE:****A. King's Sutton Preschool Playgroup: New Premises Campaign: To consider a request for a letter in support of a bid to the New Homes Bonus fund for the total sum of £27,746<sup>1</sup>:**

<sup>1</sup>Amended figure to that on published Agenda.

(Written request received 23<sup>rd</sup> February 2017 previously distributed)

The Chairman clarified that the total amount for which the Preschool Playgroup wished to apply was £27,746. This represented the New Homes Bonus (NHB) funds remaining for allocation in the current financial year (2016/2017) plus the total NHB funds available for 2017/2018. The Grants Officer, SNC had confirmed that £9,351 of the NHB funds for 2016/2017 remained available for allocation, and that it was anticipated that a further £18,395 would be available for 2017/2018.

The Parish Council considered whether it would be right to commit the entire New Homes Bonus funds for both 2016/17 and 2017/2018 to the Preschool Playgroup.

Reservations were expressed about committing next year's funds in advance.

It was suggested that the Preschool Playgroup might approach the Landfill Trust or the Constance Travis Foundation for funding.

The Chairman invited Mrs Helen Woolner, representing the Preschool Playgroup, to respond. Mrs Woolner advised that the Preschool Playgroup was not eligible to apply to Viridor (Landfill credits) because the new



premises would be built in School grounds. Mrs Woolner was not aware of the Constance Travis Foundation and would ask the South Northants Volunteer Bureau who had provided the list of possible funding organisations, for advice.

**PROPOSAL: Proposer: Cllr Sykes      Seconded: Cllr Creed**

That the Parish Council supports the request to commit the remaining available New Homes Bonus funds for 2016/2017 (£9,351) and all the New Homes Bonus funds for 2017/2018 (anticipated to be £18,395) to the King's Sutton Preschool Playgroup's new premises campaign ON CONDITION THAT the New Homes Bonus funds are ring-fenced and would not be released until the new premises project was able to demonstrate that all the required funding for the project had been secured and was in place.

**AMENDMENT: Proposer: Cllr Bridson      Seconded: Cllr Forde**

That the Parish Council supports the request to commit the remaining available New Homes Bonus funds for 2016/2017 (£9,351) and 50% of the New Homes Bonus funds for 2017/2018 (anticipated to be £9,197.50) to the King's Sutton Preschool Playgroup's new premises campaign ON CONDITION THAT the New Homes Bonus funds are ring-fenced and would not be released until the new premises project was able to demonstrate that all the required funding for the project had been secured and was in place.

**Voting on the Amendment:**

**For: 3      Against: 5      Abstained: 1**

**The Amendment was NOT CARRIED.**

**Voting on the Proposal:**

**For: 7      Against: 0      Abstained: 2**

**RESOLVED:** It was proposed by Cllr Sykes and seconded by Cllr Creed that the Parish Council supports the request to commit the remaining available New Homes Bonus funds for 2016/2017 (£9,351) and all the New Homes Bonus funds for 2017/2018 (anticipated to be £18,395) to the King's Sutton Preschool Playgroup's new premises campaign ON CONDITION THAT the New Homes Bonus funds are ring-fenced and would not be released until the new premises project was able to demonstrate that all the required funding for the project had been secured and was in place.

**Action:** the Clerk

**B. King's Sutton Art Week 13<sup>th</sup> - 21<sup>st</sup> May 2017: To consider a request for a letter in support of a bid by the Co-Ordinator of the exhibitions for the sum of £827.50 to the SNC Community Event Fund to enable the purchase of exhibition lighting, display boards and plinths:**

(Written request received 24<sup>th</sup> February 2017 previously distributed)

**RESOLVED:** It was proposed by Cllr Bailey and seconded by Cllr Dowling that the Parish Council provides, as requested, a letter in support.

**Action:** the Clerk

**C. Northants Highways: Parish Annual Satisfaction Questionnaire: To respond:** (Draft response previously distributed)

The Parish Council was satisfied to respond as per the draft which listed the Parish Council's top 2 priorities as:

- i) Quality of workmanship
- ii) Safety of pedestrians - poor condition of footways.

**Agreed:** To submit the response with the tick boxes left blank.

**Action:** the Clerk

**D. M Hanmer: Road Safety Project: Update:**

(Item raised under Public Participation)

Miss Hanmer was congratulated for moving the project on.

**E. Additional Correspondence:**

**E.1 snvb Garden Buddies Scheme:**

(Information and questionnaire previously distributed)

Snbv was seeking the support of Parish Councils re. the possible development of a social enterprise arm of the Garden Buddies project.

**Agreed:**

- i) To endorse the social enterprise aspect in principle
- ii) That it was unlikely that the Parish Council would use the service
- iii) That the service might be used by parishioners.

**Action:** the Clerk (return questionnaire by 3<sup>rd</sup> March 2017).

182.16/17

**COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:**

**A. Councillors For..:**

**A.1 Amenities:** Cllr Dowling reported:

**A.1.1 Deadwood:** A large amount had fallen from the trees on to The Rec

**A.1.2 Daily inspections of the play equipment:** Ongoing.

**A.2 Cemetery:** Cllr Creed reported:

**A.2.1 Deadwood:** A large amount had been dislodged.

**A.2.2 Anglian Water:** Information had been received re. enquiry to provide a water connection. (For discussion at the next Meeting of the Finance Governance & Policy Committee to be held on 21<sup>st</sup> March 2017.

**A.3 Communications: No Report.**

**A.4 Lighting: No Report.**

**A.5 The Rec: No further Report.**

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

**A.6.1 VAS:** No further progress. A paper will be written re. the situation.

**A.6.2 20 mph speed limit polls:**

Online poll: 268 responses of which 2 were not in support. The percentage of unique visitors to the website had not been determined.

Paper poll at the Post Office and Co-Op: Numbers were not yet known as the papers had not yet been collected in.

Responses would be incorporated in the Appeal.

Cllr Bridson advised that BBC Radio Northampton was interested in covering the campaign.

**A.6.3 Community Speed Watch:** Cllr Bailey reported that more volunteers had come forward.

**A.7 Street Areas:**

**Area 9: Banbury Lane:** Vehicles were parking on the highway verges.

**B. Wardens:**

**B.1 Rights of Way:** Mr Hall and Mrs Burrell had sent Apologies.

**B.1.1 AS10: Barwood Homes:** The access road runs over the footpath. Roadside signs are required on each side to indicate where the path is located. The ROW office at Northamptonshire Highways is aware but the matter is currently considered as low priority.

**B.2 Trees:** Cllr Bailey reported.

**B.2.1 Tree Protection:** Members considered the case for TPO's to be made for trees on large development sites as a result of the felling of 11No. Aspen trees on the boundary of the Barwood Homes development over 9<sup>th</sup> & 10<sup>th</sup> February 2017.

**Agreed:** To look into the situation with regard to the outline proposal at land at Halestrap Way.

**Action:** Cllr Bailey.

**B.2.2 Permissions for Tree Works:**

Trees in a Conservation Area: Notice of intention is required to be given to the Local Planning Authority.

Trees subject to a Tree Preservation Order: Planning permission is required.

**Agreed:** To explain the procedure in articles in the KS Times and on the website.

**Action:** Cllrs Bailey and Bridson

**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.**

**183.16/17 TO RECEIVE ITEMS FOR THE NEXT MEETING OF THE FINANCE GOVERNANCE AND POLICY COMMITTEE TO BE HELD ON 21<sup>ST</sup> MARCH 2017:**

Anglian Water: Water connection to the Cemetery.

**184.16/17 TO RECEIVE ITEMS FOR THE NEXT MEETING OF THE PARISH COUNCIL (THURSDAY 6<sup>TH</sup> APRIL 2017):**

**None.**

The Meeting ended at 8.55 p.m.