

**KING'S SUTTON PARISH COUNCIL**

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

**PRESENT:** Cllrs R Burrell (Chairman), D Bridson, R Burne, J Creed, W Dowling,  
T Forde, R Irving

**ABSENT:** Cllrs M Bailey, R Sykes

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

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

**107.17/18 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:**

Apologies had been received from Cllr Sykes.

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Forde to Approve the Reason for Absence submitted by Cllr Sykes.

**108.17/18 TO INVITE DECLARATIONS OF INTEREST:**

**A. Disclosable Pecuniary Interests:**

None.

**B. Other/Personal/Non-Statutory Interests:**

None.

**C. To receive Requests for Dispensations:**

None.

**109.17/18 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:**

None.

**110.17/18 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD 5<sup>TH</sup> OCTOBER 2017:**  
(previously distributed)

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Dowling to Approve the Minutes of the Parish Council Meeting held 5<sup>th</sup> October 2017.

## 111.17/18 TO NOTE REPORTS FROM:

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

### 1. Matters Arising:

Minute No: 79.17/18A.2:

Cemetery: Water Connection:

12<sup>th</sup> October 2017: Inspection of the fitting of the meter.

Contractor has boxed in the pipe work and insulated it. Cheque No. 104662 in the sum of £190 was released on 26<sup>th</sup> October 2017.

8<sup>th</sup> January 2018: Water connection (involves a road closure)

Visit of Funfair: Wednesday 4<sup>th</sup> October - Sunday 8<sup>th</sup> October 2017.

SNC Peer Challenge: King's Sutton was invited to take part. Cllr Irving will join the focus group on 15<sup>th</sup> November 2017.

Astrop Grange: Letter from resident forwarded to South Northants Homes on 13<sup>th</sup> October 2017.

Minute No. 97.17/18: Flood Alleviation:

A. Pathfinder II Project: The Parish Council's application (on behalf of the community of King's Sutton) to be included in the Project has been accepted.

Over the winter the Emergency Planning Team, NCC will be carrying out walk round surveys with Richard Jones from David Smith Associates.

Support and training for designated Flood Wardens will also be provided. The Team suggests letting members of the community know about this opportunity.

Information on the role is available at

[www.floodtoolkit.com/how-to-guides/flood-warden/](http://www.floodtoolkit.com/how-to-guides/flood-warden/)

**Agreed:** To publish information provided by the Emergency Planning Team on the Project on the website and invite anyone interested in taking on the role of Flood Warden to contact the Clerk.

**Action:** Cllr Bridson

B. Wales FAS: The Report to Cabinet should be available on 3<sup>rd</sup> November 2017.

The WSP Technical Note was circulated to Members on 6<sup>th</sup> October 2017.

A letter was sent to Mr Ian Davies, Director of Operational Delivery, SNC on 24<sup>th</sup> October 2017 requesting that discussion of the Report by the SNC Cabinet on 13<sup>th</sup> November 2017 is postponed and that a meeting of all interested parties is held to discuss the issues and the way forward.

Minute No. 99.17/18:

B.1: King's Sutton Garden Club: The Chairman of the Club has expressed his thanks to the Parish Council for its support. The Club will provide a copy of the accounts as soon as possible.

B.3: Thursday Bus: Dates have been agreed with the Coach operator to April 2018 and will be published in the December issue of the KS Times. Regular users have been informed.

**Note:** Passenger numbers have since been lower than expected.

Minute 100.17/18: Poplar Tree, Windsor Close: The quotation (option 2) was accepted on 13<sup>th</sup> October 2017.

Minute No. 101.17/18: Litter Bin Liners: The size is slightly smaller than the existing liners and so there would be a small gap between the liner and the frame. Our Contractor has advised that, although the relocating of one of the bins and the twice weekly emptying has helped significantly, a square and snug fitting liner would improve matters even more.

**Agreed:** To purchase one liner as a trial at a cost of £56.00 +delivery of £32.00 + vat.

**Action:** the Clerk

Minute No. 102.17/18: Remembrance Day:

A. Mrs Waite delivered the poppy wreath, pegs and ropes on 6<sup>th</sup> October 2017

B. Mr Waite will continue to co-ordinate the collection.

Minute No. 104.17/18A.2: Cemetery: Quotes for graffiti removal from the lychgate and repairs to the low wall to be acquired for the next Meeting to be held on 7<sup>th</sup> December 2017.

Minute No. 105.17/18: Correspondence:

a. Andrea Leadsom MP was informed of the action taken on 13<sup>th</sup> October 2017

**Other:**

i) SNC Community Governance Review: The Council Meeting held 18<sup>th</sup> October 2017 adopted the recommendation to consult on the number of Parish Councillors for King's Sutton being reduced from 15 to 11. The Consultation will commence 30<sup>th</sup> October 2017.

ii) Empty Homes Project: Focusses on privately owned properties that have been vacant for more than 6 months. Empty properties causing concern may be reported online.

<http://www.southnorthants.gov.uk/emptyhomes>

iii) Rough Sleeper Estimate for SNC: 'Typical Night' is Thursday 9<sup>th</sup> November 2017:

**Noted.**

**B. the Chairman: Nil Report.**

**C. District Councillor: No Report.** Cllr Hopkins had sent his Apologies.

**D. County Councillor: No Report.**

**112.17/18 FINANCE SCHEDULE:**

<b>HSBC Bank Accounts</b>	<b>Bank Statement @ 30.09.17</b>	<b>Cash Book Balance @ 27.10.17</b>
<b>Business Money Manager</b>	£45,189.62	£34,893.39
<b>Community</b>	£1.00	£1.00
<b>Money Market</b>	£173,554.30	£173,554.30

**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>
104671	E.ON	Electricity Jul-Sep17	1,622.89	£270.48
<b>To Approve</b>				
<b>Cheque</b>	<b>Payee</b>	<b>Description</b>	<b>Amt (incl VAT)</b>	<b>VAT</b>
104675	Cheney Coaches Ltd	Inv. 24143 ThursBus 05 & 19 Oct17	£190.00	
104676	A H Contracts	Inv. 9687 dog waste & litter services	£360.96	£60.16
104677	KSM MH	Office Rent, Room hire Oct 2017	£109.00	
104678	KSM MH	Hall hire KS Youth Club Oct17	£176.00	
104679	KSPCC	Hire of Oman Room 02.11.17	£16.00	
104680	M Dempsey	Inv. Grasscutting		
104681	Aylesbury Mains Ltd	Inv. 17593 Lp 8 Richmond St	£84.72	£14.12
104682	RBL Poppy Appeal	Poppy wreath	£30.00	
104683	A Le Druillene	Salary Month 8	£1,110.49	
DD	HMRC	Tax & NI Month 8	£208.95	
DD	NEST	Pension Month 8	£47.25	
<b>Total</b>			<b>£2,333.37</b>	<b>£74.28</b>

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

**B. To Note Receipts:**

<b>Receipts</b>	<b>Type</b>	<b>Payer</b>	<b>Description</b>	<b>Amt</b>
05.10.17	Cheque	J & M Humphris Ltd	Burial Fees ERB 341; Plot 211	£212.00
06.10.17	Cheque	P G Hatwell	Funfair visit 04 - 08 October 2017	£250.00
10.10.17	Cheque	Banbury Memorials Ltd	Memorial Plot 223; ERB 337	£70.00
13.10.17	Cash	F Mitchell	Thursday Bus	£23.80 (2 weeks)
19.10.17	Cheque	Y Cooling	ERB 342	£127.50
31.10.17	Cheque	A M Nice	Inv. 620 KS Times Advert	<u>£15.00</u>
<b>Total</b>				<b><u>£698.30</u></b>

**Noted.**

**113.17/18 IT'S FOR THE KIDS PROJECT:**

**A. To consider a grant to match fund the amount raised to date up to a maximum of £7,500:**

According to the Project's website the total raised to date was £6,821.00.

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Creed to Approve a total grant in the sum of £7,500.

**Agreed:** That Cllr Burrell would notify the Deputy Head Teacher of the Parish Council's decision.

**114.17/18 TRAINING: TO CONSIDER REQUESTS:**

(Details of courses previously distributed)

Name	Event	Provider	Date	Venue	Cost
Cllr Forde	Local Enterprise Partnerships	CPRE	9 <sup>th</sup> November 2017	Great Houghton	nil
The Clerk	General Data Protection Regulation 2016 (GDPR)	Northants CALC	27 <sup>th</sup> March 2018	Litchborough	£49.00

**Agreed:** To reserve places.**Action:** the Clerk**115.17/18 CASUAL VACANCIES: TO CONSIDER NOMINATIONS FOR CO-OPTION TO THE PARISH COUNCIL:**

No expressions of interest had been received.

**Noted.****116.17/18 SNC COMMUNITY GOVERNANCE REVIEW 2017: TO RESPOND TO THE CONSULTATION ON THE RECOMMENDATION TO REDUCE THE NUMBER OF COUNCILLORS FOR KING'S SUTTON FROM 15 TO 11:** (information previously distributed)**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Forde to express the Parish Council's support for the recommendation.**Action:** the Clerk**117.17/18 FLOOD ALLEVIATION:**

Cllr Forde spoke to this item.

**A. Wales Street FAS: Update:**

On 24<sup>th</sup> October 2017 the Parish Council had written to Mr Ian Davies, Director of Operational Delivery, SNC formally requesting a meeting to discuss the position of the Wales Street FAS. Cllr Ian McCord, Leader, SNC had acknowledged the request and promised a response in due course. The Parish Council had also requested a postponement of discussion of the issues by the SNC Cabinet at its Meeting on 13<sup>th</sup> November 2017.

The Report for the Cabinet Meeting was due to be published on the SNC website on 3<sup>rd</sup> November 2017.

Cllr Forde would organise an open Meeting for Wales Street residents. Members of the Parish Council would be welcome to attend.

**Noted.**

**B. Barwood Homes FAS: Update:** Cllr Forde had, through Mr Damien Smythe-Hudson, Senior Technical Manager, sought to bring residents' concerns over the vegetation in the drainage channels to the attention of Mr Jamie Gibbins, Director, Barwood Homes.

**Noted.**

**C. Tripartite Agreement: Update:** Cllr Forde had also, through Mr Damien Smythe-Hudson urged Mr Gibbins to proceed to formally instruct the cancellation of the 2012 Tripartite Agreement entered into between the landowner, SNC and the Parish Council. This Agreement governed aspects of the watercourse management at Little Rushes and had been superseded by the alternative scheme implemented by Barwood Homes.

**Noted.**

#### 118.17/18 **PLANNING COMMITTEE:**

**A. Chairman's Report: Nil Report.**

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

B.1 Application No: S/2017/2374/FUL

Proposal: Riding manege (retrospective)

Location: Low Farm House, Upper Astrop, Warkworth Road, King's Sutton OX17 3QN

Recommendation B.1:

i) To offer NO OBJECTION

ii) To request that a Condition is imposed that no lighting shall be installed.

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

B.2 Application No: S/2017/2445/FUL

Proposal: Proposed new dwelling and 3 garages to serve 10, 11 Windsor Close and the new dwelling

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

The Planning Committee **Noted** the similarities between this application and the previous one (No. S/2016/2097/FUL which was withdrawn) and that the Highway Authority specifications had been complied with.

The Planning Committee considered that the same reservations held in respect of manoeuvring of vehicles and use of parking spaces, and that it would be difficult to support the proposal without confirmation of the layout.

Recommendation B.2:

i) To offer NO OBJECTION, but

- ii) In the event of the application being Approved by SNC that restrictions are placed on future extensions to the new dwelling and that Permitted Development Rights are withdrawn.
- iii) To seek confirmation of the site layout.

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

**C. SNC Local Plan Part 2: Preferred Options consultation: 4<sup>th</sup> September - 10<sup>th</sup> November 2017:** (Consultation Information and documents available on SNC website [www.southnorthants.gov.uk/planningpolicy](http://www.southnorthants.gov.uk/planningpolicy))

**C.1 To Note the observations and comments recommended by the Planning Committee:**

(Paper 'Draft comments on Local Plan Part 2 - November 2017' previously distributed)  
Cllr Forde spoke to each of the key issues for King's Sutton that had been considered by the Planning Committee.

1. Local Green Spaces: To put forward the following shortlist:
  - i) The little Orchard opposite The Gate House, 16 Upper Astrop Road
  - ii) The Paddock, College Lane belonging to Grey Court
  - iii) Spare land off Hampton Lane on the other side of the ditch to the Barwood development
  - iv) Land at Orchard Way owned by South Northants Homes

**Agreed:** To add Manor House Field to the list.
2. Housing Policy, Housing Need Assessment, LOAN, Social Housing, Affordable Housing:
  - i) Policy Settlement Hierarchy 1: King's Sutton had been placed in the Third Tier of Secondary Service villages.  
Comment: This tier was conflated with a wide range of settlement sizes and functions, and needed to be broken down into 2 or 3 more uniform categories of more comparable settlements.
  - ii) Policy Housing 1: Residential Development within Village Confines:  
Comment: The Parish Council had previously agreed to support the revised village confines. There is little room for organic growth due to the closed street patterns arising from 20<sup>th</sup> Century development.
  - iii) Policy Housing 3: Housing Mix: The National Planning Policy Framework expects local authorities to provide a wide choice or mix of housing types.  
Comment: If, as stated in the SNC Policy, housing mix for developer schemes is negotiated on a case by case basis taking into account viability considerations, it would appear to be developer rather than Plan led.
  - iv) Policy Housing 4: Affordable Housing:  
Comment: A distinction needs to be made between social and affordable. King's Sutton has the second largest amount of social and ex-social housing in the west of the District.
  - v) Policy Housing 5: Starter Homes: These will be built on qualifying starter home exception sites.

Comment: In favour of policy controls to limit enlargement in order that they remain as starter homes, as originally intended.

vi) Policy Housing 6: Older Persons and Specialist Housing Accommodation Needs:

Comment: Concern over unsuitable development adjacent to the village confines.

vii) Policy Housing 8: Single Plot Exception Sites:

Comment: Note that the emphasis is on low cost, local connections, affordable in perpetuity, removal of Permitted Development Rights.

viii) Policy Housing 11: Residential Garden Land development:

Comment: Offer broad support. Add bullet point on design of adequately sized parking provision and whether the development is parking 'neutral' in relation to the adjacent dwellings and road network.

ix) Policy Housing 14: Residential Extensions:

Comment: Concerned over parking standards, escalation of on-street parking.

x) Housing in Rural Areas: The Parish Council favoured natural growth (Option 3).

xi) Local Objectively Assessed Needs (LOAN):

Comment: Needs tightening up. Support Rothersthorpe Parish Council's views.

3. Policies on Special Landscape Area and development in the open countryside:

Comment: Warmly endorse the continuing protection of SLAs and the acknowledgement that special care should be taken over proposals for development within a SLA. King's Sutton is surrounded by SLA6 (Aynho, Cherwell Valley and Eydon)

4. Employment:

Comment: Support the retention of employment in villages and provision of local services. Subordinate Equine development to landscape considerations.

**Note:** Cannings Garage is closing at the end of November 2017.

5. Historic Environment, including Parks and Gardens:

Comment: Support the development of a Local List of buildings considered by the community to be of value but are not listable.

**Note:** The grounds of Astrop House may have links to Capability Brown.

The Comments were **Noted**.

**C.2 To consider the formal response of the Parish Council and authorise its submission:**

**RESOLVED:** It was proposed by Cllr Forde and seconded by Cllr Burrell to:

- i) Endorse the recommendations at C.1
- ii) Authorise Cllrs Forde, Burne and Irving to finalise the wording of the Parish Council's response
- iii) Submit the Response to SNC through the Clerk.

The Chairman thanked Cllr Forde for his considerable input.



**119.17/18 TO COMMENT ON THE FOLLOWING CONSULTATIONS:****A. NCC Medium Term Financial Plan 2017/2018 - 2020/2021:**

(email dated 20<sup>th</sup> October 2017 from Mr Danny Moody, Chief Executive, Northants CALC previously distributed)

Proposals relating to 2018/2019 being considered by NCC and those most likely to affect parishes included:

- i) Removal of subsidies for bus services where there is no statutory duty to provide them
- ii) Removal of Empowering Councillors and Communities Fund of £5k per County Councillor
- iii) Redesign of Libraries, incl. withdrawal of mobile library service and closure or transfer to the community of some medium and smaller libraries (3 options)
- iv) Removal of Community Enhancement Gangs
- v) Reduction in highway maintenance services such as weed killing, road marking, traffic signals
- vi) Reduction in winter gritting to 32% of the network; charge for filling grit bins
- vii) Reduction in level of Public Rights of Way services (technical, inspection, enforcement and operational staffing).

It was **Noted** that the Cabinet, NCC had agreed to consult on the Medium Term Financial Plan in November 2017. Details of the consultation were not yet available.

**Noted.****B. NCC Libraries and Information Service Review 2017:**

(Information previously distributed)

NCC was consulting on 3 options. Feedback would be significant in informing the new library strategy 2018-2022.

The consultation closes on 13<sup>th</sup> January 2018.

The Parish Council considered the three options but were in favour of none.

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Burne to **OBJECT** to each of the three options on the grounds that none of the proposals represented an adequate service to the residents of King's Sutton and in particular to those who were unable to travel.

**Action:** the Clerk

**B.1 Middleton Cheney Library Supporters Group:** The Group was active and concerned at the implications of the Service Review.

**Agreed:** To contact Mr Brian Goody, MCLSG to discuss shared concerns.

**Action:** Cllr Forde

**C. NCC 2018-2019 Budget Consultation, Phase 1:**

(Information previously distributed)

The Consultation, Phase 1 closes on 1<sup>st</sup> December 2017.  
Consultation on Phase 2 will be announced in December 2017.

The Parish Council expressed concern over the implications of cuts.

**RESOLVED:** It was proposed by Cllr Forde and seconded by Cllr Irving to Authorise the Chairman and Vice Chairman to make suitable representations, as soon as possible, about the safeguarding of services.

**120.17/18 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:****A. Councillors For...:**

**A.1 Amenities: Nil Report.**

**A.2 Cemetery: Nil Report.**

**A.2.1 Recent Improvement Works:** Appreciation from a resident.

**A.3 Communications: Nil Report.**

**A.4 Lighting: Nil Report.**

**A.5 The Rec: Nil Report.**

**A.6 Traffic Calming and Highways: Nil Report.**

**A.6.1 Solar Panels:** Information was awaited.

**A.7 Street Areas:**

**A.7.1: Overhanging vegetation; Wheelie Bins:**

**Agreed:** To submit a reminder to the December 2017 issue of the King's Sutton Times about cutting back vegetation and putting away wheelie bins.

**Action:** Cllr Forde

**B. Wardens:**

**B.1 Rights of Way:** Mr Hall and Mrs Burrell had sent their Apologies.  
(Report from Mr Hall previously distributed)

**B.1.1 AS10 Barwood development at Hampton Drive:**

**B.1.1.1 Request for Footpath sign:** The entrance to 'Little Rushes' had been constructed over the PROW and split the path. A Footpath sign is required.

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Creed to contact the ROW Office, Northants Highways to request a sign.

**Action:** the Clerk

**B.1.1.2 Request for Handrail over ditch crossing:** The edge of the crossing is concealed due to the growth of vegetation in the ditch.

It was **Noted** that the Parish Council had previously and at a site meeting raised concerns with Barwood Homes about the suitability of the structure which comprised a concrete ledge over pipes. The Parish Council was of the view that in the event of a flood event this 'illicit' structure would prevent the

natural flow of water and result in water flowing into the road and into Windsor Close.

**Agreed:** To explain these concerns to Mr Hall

**Action:** Cllr Forde.

**B.1.2 AS38: Stile on the new fence at the track leading to the Pumping Station opposite Halestrap Way:** The stile is too high. Rather than placing a block stone underneath the stile, replacing it with a gate would be preferable, and safer.

**Noted.**

**B.1.3 Field Names Map:**

Some preliminary research had been carried out by Cllr Forde.

**Agreed:** That a Working Party of both Footpaths Wardens and Cllr Forde progress this project from January 2018.

**B.1.4 Outstanding Issues re. 'Little Rushes' and Barwood Homes:**

**Agreed:**

- i) To compile a list of all outstanding issues relating to the Barwood Homes development at land off Hampton Drive
- ii) To request a meeting with Barwood Homes to discuss and settle the issues on the list.

**Action:** Cllr Irving.

**B.1.5 Other (non-ROW):**

**B.1.5.1 Footway outside Home Farm, Bulls Lane:** Puddling in 2 places where contractors had dug holes and subsequently failed to level the surface.

**Agreed:** To report to Street Doctor.

**Action:** the Clerk

**B.1.5.1.2 Parked Cars at junction of Bulls Lane/Richmond Street:**

Vehicles travelling from Bulls Lane round to Whittall Street have to go on the wrong side to pass right on the corner. Vehicles coming down Whittall Street to Bulls Lane swing round to find traffic on their side.

Double yellow lines are suggested at this spot.

It was **Noted** that it was an offence to park within 10m. of a junction.

**RESOLVED:** It was proposed by Cllr Irving and seconded by Cllr Burne to refer the matter to Cllr Sykes and Bailey and ask them to recommend any action.

**B.2 Trees: Nil Report.**

**B.3 War Memorial: Nil Report.**

It was **Noted** that the Memorial was looking very green.

**Action:** Cllr Burrell (discuss cleaning regime with Mr Waite)

**C. Representatives:**

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

**C.1.1 Annual Fireworks Display:** To be held on 5<sup>th</sup> November 2017. A complaint had been received from the owner of the neighbouring field who was concerned for a sick pony. The KSPFA was satisfied that it had complied

with the necessary requirements for this event and had notified the complainant accordingly.

**Noted.**

**C.2 King's Sutton Millennium Memorial Hall:**

Date of Next Meeting of the Trustees: 20<sup>th</sup> November 2017.

**C.3 Poor's Allotment Trust: Nil Report.**

**121.17/18 TO RECEIVE BUDGET PROPOSALS AND OTHER ITEMS FOR THE MEETING OF THE FINANCE GOVERNANCE & POLICY COMMITTEE (TUESDAY 21<sup>ST</sup> NOVEMBER 2017):**

**i) Budget for Field Names Project:** (estimated at under £500)

**122.17/18 TO RECEIVE ITEMS FOR THE NEXT MEETING (THURSDAY 7<sup>TH</sup> DECEMBER 2017):**

**None.**

The Meeting ended at 8.45 p.m.