

**KING'S SUTTON PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD  
AT 7.30 P.M. ON THURSDAY 7<sup>TH</sup> APRIL 2022  
IN THE ASTROP ROOM, KING'S SUTTON MILLENNIUM MEMORIAL HALL**

**PRESENT:** Cllrs R Burrell, (Chairman), A Barry, J Creed, B Humphrey, R Irving, D Loughran, S Read-Maskell

**ABSENT:** Cllrs D Bostock, R Field, I Malcolm, D Wood

**IN ATTENDANCE:** Mrs E Hart (Clerk), Dave Hall (Paths Warden), Anne Martis (Tree Warden)

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

**242.21/22 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:**

Apologies had been received from Cllrs Bostock, Field, Malcolm and Wood

**RESOLVED:** To approve the Reason for Absence as submitted by Cllrs Bostock, Field, Malcolm and Wood

**243.21/22 TO INVITE DECLARATIONS OF INTEREST:**

**A. Disclosable Pecuniary Interests:**

Councillor	Agenda Item	Reason
A Barry	6.1 Finance Schedule: Payments	Expenses claim for Survey Monkey
D Bostock	6.1 Finance Schedule: Payments	Expenses claim for leaflet

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

Councillor	Agenda Item	Reason
R Burrell	12 Finance Governance & Policy Committee: Recommendation 1 Recommendation 3	Trustee of KSMMH Trustee of KSMMH
	14.2 Implementation of Car Charging Points	Trustee of KSMMH

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

None.

**244.21/22 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:**

**None.**

**245.21/22 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING HELD 3<sup>RD</sup> MARCH 2022:** (previously distributed)

**RESOLVED:** To approve the Minutes of the meeting held 3<sup>rd</sup> March 2022

**246.21/22 TO NOTE REPORTS FROM:**

**A. the Clerk:**

**MATTERS ARISING**

**Minute 225.21/22**

Rectory Homes Application: Local Lead Flood Authority: the response from WNC has been circulated. The Planning Officer has confirmed that the points raised have been sent to Rectory, inviting them to re-submit their report at which point consultees will be re-consulted.

Electricity Substation: Western Power has confirmed that works to block off the access will be completed shortly.

**Minute 227.21/22 A**

Availability of Rights of Way Officers: WNC was asked for confirmation that a robust system was in place to cover absences.

**Minute 227.21/22 B**

The trees have been ordered and a quote obtained for planting.

**OTHER**

SPARKX has sent through a full survey of all lighting with defects ranked by importance. A quotation to address any serious issues is awaited.

The settlement from Amazon for damage to a lamp on Sandringham Road is expected in the near future.

West Northamptonshire Council's consultation regarding dogs and smoking in public areas was publicised on social network media.

Trevor Stewart has completed a quarterly inspection; his quotation for proposed remedial works as well as issues identified by Cllr Barry is for discussion under item 17.1.5.

Oxfordshire Play Association: fun day in King's Sutton on Saturday 27th August 2022

A meeting was held on Monday 21<sup>st</sup> March to discuss arrangements. Sports and community groups have been invited to attend to signpost their services. Cllr Barry will provide details of the selected food and soft drink caterers. Toilet facilities are to be provided in the Hall.

Northants CALC are working with Seb Greene, Strategic Relationship Manager at West Northamptonshire Council to look at the relationship between WNC and parish and town councils, and how WNC can engage better with a view to producing a report and recommendations for WNC's Cabinet and to do that he would like to speak to a few clerks during April from a range of size of councils; King's Sutton has been selected and the clerk will attend a group discussion on Monday 25<sup>th</sup> April.

Virtual Parish council meeting with the Commissioner, Chief Constable & Chief Fire Officer. Monday 11th April 6pm - 7:30pm. Topic - Violence against women and girls; Councillors should contact Louise Sheridan directly to receive the meeting link.

Gigaclear has advised that their network will be extended to cover King's Sutton with works likely from mid-June depending on the availability of materials. A Teams meeting with representatives of the Parish Council to discuss their plans has been arranged for 10:30-12:00 on Wednesday 13<sup>th</sup> April. A request for permission to install fibre broadband equipment on land belonging to the Parish (legal agreement) has also been received.

**Agreed** that Cllrs Burrell, Irving and Read-Maskell would attend the meeting and that the Clerk would also invite Cllrs Bostock and Malcolm.

Memorial bench policy – this will require review at the May FG&P Committee Meeting as Streetmaster's prices have increased substantially.

**The Clerk was thanked for her report.**

**B. the Chairman: nil report**

**C. the Vice Chairman: nil report.**

**D. the unitary Councillors: nil report**

247.21/22

#### FINANCE SCHEDULE:

King's Sutton Parish Council - April 2022		
	31.03.2022	28.02.2022
Unity Trust Bank - current	£214,171.62	£219,499.40
Unity Trust Bank - instant access	£5,007.96	£5,005.24

#### A. To Approve the Payments:

To ratify					
Date	Cheque/DD/BACS Payee	Description	Amt (incl VAT)	VAT	VAT Reg No.
08.04.2022	DD Yü Energy	Invoice 00762238	£124.70	£5.94	236 2276 15
08.04.2022	DD Yü Energy	Invoice 00762240	£375.53	£62.59	236 2276 15
08.04.2022	DD Yü Energy	Invoice 00742241	£33.33	£1.59	236 2276 15
15.04.2022	DD NEST	April pension contributions	£83.88		
To Approve					
Date	Cheque/BACS Payee	Description	Amt (incl VAT)	VAT	VAT Reg No.
07.04.2022	BACS E Hart	Brightpay	£70.80	£11.80	
07.04.2022	BACS A Barry	Survey Monkey	£99.00	£16.50	362962083
07.04.2022	BACS D Bostock	Leaflet Printing - Solopress	£40.70		
07.04.2022	BACS KSMMH	Rent and Meetings for March	£179.00		
07.04.2022	BACS SES Water Services	Water charges - Bill No 10	£3.97		
07.04.2022	BACS West Northamptonshire C	Cemetery Rates	£329.34		
07.04.2022	BACS Marcus Young	Invoice 3844	£463.68	£77.28	650673044
07.04.2022	BACS Banbury Litho Ltd	Invoice 36760 - KST	£720.00		
07.04.2022	BACS Bridson Kneale	BK077 - Jan - March 2022 inclusive	£390.00		
07.04.2022	BACS Forde and McHugh	Invoice 25335 - Emergency Repairs	£336.00	£56.00	208 9281 51
07.04.2022	BACS Trevor Stewart	Maintenance Dec 21-March 22	£494.40	£82.40	685521024
27.04.2022	BACS E Hart	April Wages	£1,417.85		
30.04.2022	BACS HMRC	PAYE and NI Month 1	£396.92		
		<b>Total</b>	<b>£5,559.10</b>	<b>£314.10</b>	

**RESOLVED:** To approve the payments.

**B. To Note Receipts:**

Receipts	Type Payer	Description	Amt
31.03.2022	BACS Unity	Interest	£2.72
21.03.2022	BACS Private individual	Bench inscription	£105.50
08.03.2022	BACS NorthantsCALC	Asset Mapping Grant	£361.73
01.03.2022	BACS HMRC	VAT reclaim April - Sept 2021	£4,137.99
		<b>Total</b>	<b>£4,607.94</b>

**Noted.**

**Noted** that the Clerk would chase WNC for the payment under the grass cutting mowing agreement.

**248.21/22 WARDEN REPORTS: TO CONSIDER ISSUES RAISED BY**

**A. Footpaths Warden:**

Proposed diversion of AS10 to align Definitive Map with actual route walked: Cllr Burrell thanked Dave Hall for his detailed maps and proposal.

**RESOLVED:** To support the Footpaths Warden with the proposal by contacting the Rights of Way Officer.

**Action:** the Clerk

**B. Tree Warden: Queen's Green Canopy project: to include update regarding Queen's Green Canopy project**

Anne Martis updated the meeting on the progress to date. The Clerk confirmed the trees were on order from the supplier.

**RESOLVED:** To obtain a further quote for planting the trees with the appropriate guards and support and to instruct the supplier of the most favourable one.

**Action:** the Clerk

**C. War Memorial Warden:**

**None.**

**249.21/22 ANNUAL PARISH MEETING 2022: WEDNESDAY 20<sup>TH</sup> APRIL 2022: TO FINALISE ARRANGEMENTS**

**Noted** that the Annual Parish Meeting was not a Parish Council Meeting but rather a meeting for the electorate to have the opportunity to evaluate the work of the Parish Council.

**Noted** that the event had been advertised in the Banbury Guardian newspaper.

The proposed Agenda was reviewed.

**250.21/22 TRAINING: COURSES AND WORKSHOPS**

**A. To Receive Requests for places on courses**

None received.

**Noted** that a further course on the Code of Conduct was due to be held in June 2022.

**B. To Receive Feedback from Councillors on attended courses**

None.

**251.21/22 TO CONSIDER A CONSULTATION FOR PARKING RESTRICTION CHANGES ON THE SQUARE**

**RESOLVED:** To support the proposed restriction changes whilst noting that in the future, further applications may be necessary for other areas nearby.  
**Action:** the Clerk

**252.21/22 PLANNING:  
A. Chairman's Report:**

**Noted** that the Local Lead Flooding Authority consultation response commented that the applicant should be required to resubmit the Flood Risk Assessment as the surface water drainage information provided was not acceptable. Further noted that a re-consultation would result when updated information was submitted by Rectory Homes to the local planning authority.

**Noted** that the refusal decision for WNS/2021/1672/FUL Bramley Cottage, Bulls Lane, King's Sutton was being appealed by the applicant. The original submitted comments from the Parish Council would be considered by the Planning Inspector.

**Noted** that the Planning Portal now has the functionality to enable applications to be tracked, meaning that updates to applications can be notified by email.

**B. To consider Recommendations from the Meeting held at 7 p.m. on 7<sup>th</sup> April 2022**

**B.1. Applications:**

**B.1.1 Application No WNS/2022/0505/FUL**

**Proposal: Three dormer windows at the front**

**Location: 14 Banbury Lane, Kings Sutton, OX17 3RU**

Recommendation B.1.1: that the Parish Council has no objection to the application.

**RESOLVED:** To adopt recommendation B.1.1

**B.1.2 Application No WNS/2022/0440/TCA: for information only**

**Proposal: T1 - Red Oak (Quercus rubra) - Crown reduction by 1.5m**

**Location: Lovells 7 The Square Kings Sutton OX17 3RE**

Recommendation B.1.2: that the Parish Council notes the application.

**RESOLVED:** To adopt recommendation B.1.2

**B.1.3 Application No WNS/2022/0614/TCA: for information only**

**Proposal: G1 - Hazels (Corylus avellana), Crown reduction away from neighbouring property to increase light levels to their flowerbeds. G2 -**

**Hazels (Corylus avellana), Selective coppicing of group to clear back from neighbouring property.**

**Location: Lovells 7 The Square Kings Sutton OX17 3RE**

Recommendation B.1.3: that the Parish Council notes the application.

**RESOLVED:** To adopt recommendation B.1.3

**253.21/22 FINANCE GOVERNANCE & POLICY COMMITTEE:**

**A. Chairman's Report: nil report**

**B. To consider Recommendations from the Meeting held on 22<sup>nd</sup> March 2022:**

**B.1: That the PC pays for the rent of the hall for the Mums and Tots Group, noting that the group meets 39 times per year at a current room hire cost of £21.75 per session**

**RESOLVED:** To adopt recommendation B.1

**Action:** the Clerk

**B.2 To award a one-off grant of £1000 to Ability CIC, recognising the impact that the Covid-19 pandemic has had on the ability of the organisation to raise funds. and noting that the service is used by the residents of King's Sutton**

**RESOLVED:** To adopt recommendation B.2

**Action:** the Clerk

**B.3 To not offer to cover costs incurred by the KSMMH Management Committee for legal expenses regarding the EV Project**

**RESOLVED:** To adopt recommendation B.3

**Action:** the Clerk

**254.21/22 LIBRARY IN THE BUS SHELTER: TO CONSIDER A PROPOSAL TO IMPROVE THE AMENITY**

**RESOLVED:** To approve the quote of £620 to supply and fit wooden shelving to the Astrop Road Bus Shelter in order to upgrade the amenity.

**Action:** the Clerk

**Noted** that the Clerk would inform the resident who had previously fitted shelving, thanking him again for his endeavours.

**255.21/22 PROJECT UPDATES: TO RECEIVE REPORTS AND PUT QUESTIONS REGARDING:**

**A. The Cemetery Extension:**

**No further update.**

**B. Implementation of Car Charging Points**

**Noted** that the KSMMH Management Committee were considering the agreement with BP Chargemaster, whilst the Parish Council awaited the outcome of the OZEV grant application.

**Noted** that applications received after 1<sup>st</sup> April 2022 for the OZEV grant would only receive a maximum of 60% of the total cost of a project instead of the previous 75%.

### **C. Communications Working Group**

**Noted** that Eyelid Productions were currently copying files and data over to the new website, after which the Communication Working Group would review it for modifications required prior to it going live.

### **D. Biodiversity Projects**

**RESOLVED:** To obtain quotes for a wormery for the primary school.  
**Action:** the Clerk

**RESOLVED:** To chase up a quote for the information board.  
**Action:** the Clerk

**RESOLVED:** To check with Highways regarding the feasibility of planters on verges.  
**Action:** the Clerk

### **E. Asset Mapping**

**Noted** that a meeting was scheduled to take place to discuss the process and that, depending on the information required, it might be advantageous to invite Tom Forde, bearing in mind his historical knowledge of the village.

#### **256.21/22 TO RECEIVE UPDATE ON THE PHOTOGRAPHY COMPETITION ON THE WEBSITE**

**Noted** that Cllr Bostock had produced an eye-catching leaflet to highlight the competition.

#### **257.21/22 TO COMMENT ON ISSUES RELATED TO STREET AREAS**

**None.**

#### **258.21/22 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.3 Communications: nil report**

**A.4 Lighting: noted** that a quote was awaited regarding extending the lighting on Astrop Road

**A.5 The Rec:**

**RESOLVED:** To accept the quote of £350 for remedial works to the play area  
**Action:** the Clerk

**RESOLVED:** To order a replacement sign for the toddler playground.  
**Action:** the Clerk

**RESOLVED:** To discuss with Marcus Young how to padlock the litter bins doors to prevent them being removed.  
**Action:** the Clerk

**RESOLVED:** To obtain quotes for jet washing the combination goal area and wet pour area in the toddler area.  
**Action:** the Clerk

**A.6 Traffic Calming and Highways:** to include a resident's request regarding a 20mph speed limit

**RESOLVED:** To consult Helen Howard for advice on how to progress a request to change the whole village into a 20-mph zone.  
**Action:** the Clerk

**Noted** that the Clerk was due to meet Steve Barber to discuss Speed Indicator Signs on 8th April.

**A.7 Litter Picking:** noted that the Litter Picking Group was looking for new volunteers.

**Noted** that Cllr Barry was working with the primary school on a litter picking project.

**Representatives:**

**B.1 King's Sutton Playing Fields Association:** noted that a Race Night was planned.

**B.2 King's Sutton Millennium Memorial Hall:** noted that the AGM is on 11<sup>th</sup> April.

**B.3 Poor's Allotment Trust:** nil report

**B.4 Police Liaison:** nil report

**241.21/22 TO RECEIVE ITEMS FOR THE NEXT MEETING (Thursday 5<sup>th</sup> May 2022)**

Exploring Other Traffic Calming Measures

The Meeting ended at 9.15 p.m.