

**KING'S SUTTON PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD  
AT 7.30 P.M. ON THURSDAY 2<sup>ND</sup> JUNE 2011  
IN THE ASTROP ROOM,  
KING'S SUTTON MILLENNIUM MEMORIAL HALL**

**PRESENT:** Cllrs W Mullis (Chairman), R Burrell, A Essex, C Hill, C McGarry and M Paterson

**ABSENT:** Cllrs T Forde, G Searle, N Shepherd

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

**33.11/12 TO APPOINT SOMEONE TO CHAIR THE MEETING:**

**RESOLVED:** It was proposed by Cllr Burrell and seconded by Cllr McGarry to appoint Cllr Mullis to chair the Meeting.

**34.11/12 TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE:**

Apologies were received from Cllrs Forde, Searle and Shepherd.

**RESOLVED:** It was proposed by Cllr Essex and seconded by Cllr McGarry to approve the reasons for absence submitted by Cllrs Forde, Searle and Shepherd.

**35.11/12 TO NOTE THE RESIGNATION OF CLLR SHEPHERD FROM THE OFFICE OF CHAIRMAN OF THE PARISH COUNCIL:**

**Noted.**

**36.12/12 DELIVERY BY COUNCILLORS OF THEIR DECLARATIONS OF ACCEPTANCE OF OFFICE, OR IF NOT RECEIVED, TO DECIDE WHEN THEY SHALL BE RECEIVED:**

Cllrs Essex, Hill, Mullis and Paterson had signed their Declarations of Acceptance of Office prior to entering the Meeting.  
David Bridson, Philip Chong and Andrew Waite had submitted Apologies for Absence.

**RESOLVED:** It was proposed by Cllr Burrell and seconded by Cllr McGarry to receive Declarations of Acceptance of Office from David Bridson, Philip Chong and Andrew Waite at the next Ordinary Meeting of the Parish Council to be held on 7<sup>th</sup> July 2011.

**37.11/12 TO ELECT A CHAIRMAN OF THE PARISH COUNCIL:**

One Nomination: Cllr W Mullis

**RESOLVED:** It was proposed by Cllr McGarry and seconded by Cllr Burrell to elect Cllr Mullis to the Office of Chairman of the Parish Council.

**38.11/12 TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE:**

Cllr Mullis signed the Chairman's Declaration of Acceptance of Office.

**39.11/12 TO INVITE DECLARATIONS OF INTEREST:**

**None.**

**40.11/12 PUBLIC PARTICIPATION: MEMBERS OF THE PUBLIC MAY SPEAK TO ITEMS ON THE AGENDA:**

**None.**

**41.11/12 TO FILL ANY VACANCIES LEFT UNFILLED AT THE ELECTION BY REASON OF INSUFFICIENT NOMINATIONS:**

Three vacancies remained unfilled.

**Agreed:**

- i) To place notices in the Parish Noticeboards inviting nominations.
- ii) To consider nominations at the next Ordinary Meeting of the Parish Council to be held 7<sup>th</sup> July 2011.

**Action:** the Clerk

**42.11/12 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD 10<sup>TH</sup> MAY 2011:**

(previously circulated)

**RESOLVED:** It was proposed by Cllr Burrell and seconded by Cllr McGarry to confirm the accuracy of the Minutes of the Annual Parish Council Meeting held 10<sup>th</sup> May 2011.

**43.11/12 TO CONSIDER MATTERS ARISING FROM THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING 2011 NOT ON THE AGENDA:**

**A. Clerk's Report:** (previously circulated)

- i) Minute 8.11/12: How the Parish Council discharges its functions:  
Committee Structure: Appointment of Committees – ACROW (Amenities, Cemetery and Rights of Way), Lighting, Planning and F&GP (Finance & General Purposes) - and dates of Committee Meetings to be made at the next Ordinary Parish Council Meeting to be held on 7th July 2011.
- ii) Minute No. 10.11/12: Tree Warden: Remit for the Tree Warden to be considered by the F&GP Committee for recommendation to the Parish Council.
- iii) Minute No. 26.11/12: Planning Application No. S/2011/0417/TCA:  
Decision Notice: No Objections
- iv) Minute No. 30.11/12: Cemetery: A visual inspection suggests that, the Old Section under consideration for interments has probably been used for burials in the past. To use a digger to check for slim possibility, given time lapse, of locating remains would cost in the region of £100.
- v) Minute No. 31.11/12iii): Mobile Library Routes Consultation:  
Arrangements for publicising the new timetables and routes. **Noted.**
- v) Minute No. 31.11/12 iv): NCC proposed changes to Public Transport and Bus subsidies: A response was submitted supporting no reduction in the level of bus service currently provided.

Other:

1. Wall Tree at Upper Astrop Road: MGWSP safety report and proposed works, requiring permanent removal of the circular seat belonging to the Parish Council.

**Agreed:** To retain the seat and keep in storage until a suitable site is identified for its relocation.

2. Painting of Lamp Columns: Estimate for 9 units has been requested from the contractor.

3. KS Playing Field Association: Outcome of Fireworks Event held on 7<sup>th</sup> November 2010. **Noted.**

#### 44.11/12 **ITEMS HELD OVER FROM THE ANNUAL PARISH COUNCIL MEETING:**

##### **A. To identify persons to assist with the Play Project at The Rec:**

**Agreed:** Cllrs Mullis and Hill; Mr Derek Silby.  
Plans from Wicksteed had been received.

##### **B. To appoint a War Memorial Guardian:**

**RESOLVED:** It was proposed by Cllr Hill and seconded by Cllr McGarry to appoint Mr Peter Holden as War Memorial Guardian.

##### **C. To appoint a Parish Council representative to serve on the King's Sutton Playing Field Association:**

The role of PC Representative on the KSPFA was outlined.

**Agreed:** To acquire a list of Committee dates from the Chairman of the KSPFA and to defer the appointment to the next Ordinary Meeting of the Parish Council to be held on 7<sup>th</sup> July 2011.

**Action:** the Clerk

**D. To nominate a Parish Council representative to the Poor's Allotment Charity:**

**Agreed:** To defer this item to the next Ordinary Meeting of the Parish Council to be held on 7<sup>th</sup> July 2011.

**E. To appoint at least 3 but no more than 5 Councillors to the Flood Alleviation Group:**

**RESOLVED:** It was proposed by Cllr Burrell and seconded by Cllr Mullis to appoint Cllrs Forde, Paterson and Shepherd to serve on the Flood Alleviation Group.

**F. To revise the Bank Mandate: Recommendation: To defer to next Ordinary Meeting of the Parish Council to be held 7<sup>th</sup> July 2011:**

**RESOLVED:** It was proposed by Cllr Burrell and seconded by Cllr McGarry to defer consideration to the next Ordinary Meeting of the Parish Council to be held on 7<sup>th</sup> July 2011.

**G. To consider a Maintenance Regime Agreement in respect of the Flood Alleviation Scheme at Windsor Close: Recommendation: To consider at item18:**

**RESOLVED:** It was proposed by Cllr Burrell and seconded by Cllr McGarry to consider this under item18: Flood Alleviation Group Report.

**H. Astrop Grange: To consider a response to the Presentation and to put forward ideas for the future of the Grange:**

Mr Paul Calland, MD, South Northants Homes has advised that:

- i) The ground floor ceiling has required additional support works.
- iii) In consultation with residents, the communal facilities are to be moved in June to the now vacant former warden's unit annexe.
- iii) The Parish Council will be kept informed of progress and will be consulted prior to definitive decision being made by the Board of SNH.
- iv) A report is to be submitted to the Board of SNH in July.

**Noted.**

**I. SNC: Armed Forces Day: 20<sup>th</sup> June 2011: None.**

**45.12/12 FINANCE SCHEDULE:** (previously circulated)

<b>HSBC Bank Accounts</b>	<b>Bank Statement @ 30.04.11</b>	<b>Cash Book Balance @ 27.05.11</b>
Instant Access Savings Account	£118,594.17	£106,526.32
Community Account	£1.00	£1.00
Money Market Account	£22,302.77	£22,302.77

**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>
103654	D Essex	inv 2006 post at The Rec	£35.00	
103655	Zurich Insurance	renewal inv 1085	£3,236.55	
<b>To Approve</b>				
<b>Cheque</b>	<b>Payee</b>	<b>Description</b>	<b>Amt (incl VAT)</b>	<b>VAT</b>
DD	BT plc	internet services Bill Q016WU	£ 97.16	£16.19
103656	SNAST	Neighbourhood Watch	£ 10.00	
103657	Jeffs Coaches Limited	inv 66914 Thursday Bus	£192.00	
103658	S Ellis	litter services May11	£80.00	
103659	A H Contracts	inv 5474 dog waste services	£96.00	£16.00
103660	KSMMH	office rent, room hire May11	£19.02	note1
103661	M Dempsey	Grasscutting inv 850	£790.00	
103662	Treetops.Com Ltd	inv 45204	£160.00	
103663	A Le Druillenec	Salary Month 3	£625.32	
103664	HMRC	Tax & NI Month 3	£10.44	
<b>Total</b>			<b>£2,079.94</b>	<b>£32.19</b>

note 1: calculated as total room hire £59.50 - internet services inv 0021 £40.48 = £19.02

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

**B. To Note Receipts:**

<b>Date</b>	<b>Type</b>	<b>Payer</b>	<b>Description</b>	<b>Amt</b>
04.05.11	Cheque	KST	Advert	£115.00
05.05.11	Cheque	J & M Humphris	Plot 45 Re-open	£75.00
06.05.11	Cash	KSPO	Thursday Bus	£39.00
10.05.11	Cheque	J Reeve-Johnson	ERB Nos. 285 & 286	£230.00
10.05.11	Cheque	J & M Humphris	Plot 236; ERB 284	£190.00
10.05.11	Cheque	J & M Humphris	Plot 256 Headstone	£60.00
12.05.11	Cheque	P G Hatwell	Funfair 9-15 May2011	£350.00
25.05.11	Cheque	Banbury Memorials	Plot 254 Headstone	£60.00
27.05.11	Cheque	R Eby	ERB Nos. 287 & 288	£230.00
31.05.11	Cheque	KSTimes	Advert	£75.00
31.05.11	Cash	KSPO	Thursday Bus	£90.00
02.06.11	inv. 0021	KSMMH	internet services	£40.48
<b>Total</b>				<b>£1,554.48</b>

**Noted.**

**46.11/12 ANNUAL RETURN FOR YE 31<sup>ST</sup> MARCH 2011:****A. To Note that the Internal Auditor has signed off Section 4:**

**Noted.**

**B. To Note the Report of the Internal Auditor: (previously circulated)**

There were no issues arising from the report dated 18<sup>th</sup> May 2011.  
**Noted.**

**47.11/12 TO CONSIDER REQUESTS FOR TRAINING:**

**Agreed:** To reserve a place at a cost of £29.00 for Cllr Paterson on the course 'Off to a Flying Start' on 4<sup>th</sup> June 2011.

**Action:** the Clerk

**48.11/12 TO APPOINT A PERSON TO KEEP THE KING'S SUTTON STOCKS AND WELLHEAD FREE OF RUBBISH AND WEEDS:**

**Agreed:**

i) That this was an unpaid role.

ii) That in the event of a volunteer not being appointed, the ACROW Committee makes suitable arrangements.

**49.11/12 QUEEN'S DIAMOND JUBILEE 2012:**

**A. To agree in principle for The Rec. to be used as a venue for the Celebrations:**

**RESOLVED:** It was proposed by Cllr Burrell and seconded by Cllr Essex to agree in principle for The Rec. to be used as a venue for the Celebrations being organised in King's Sutton.

**B. To agree to fund room hire in the sum of approx. £20.00 for a meeting to form a village Diamond Jubilee Committee:**

It was **Noted** that the first Meeting of the Committee would be held in the Oman Room on 8<sup>th</sup> June 2011 and that Parish Council funds for room hire would not be required in this instance.

**50.11/12 FLOOD ALLEVIATION GROUP REPORT:**

**A. Notes of Meeting held with SNC on 23<sup>rd</sup> May 2011: For information:**  
(previously circulated)

**Noted.**

**B. To consider a Maintenance Regime Agreement in respect of the Flood Alleviation Scheme at Windsor Close:** (previously circulated)

The removal of clause 1.3 *in the event of silt accumulating within the land coloured blue on the Plan to arrange for mechanical plant to access this area* ..... from the first draft was **Noted.**

**RESOLVED:** It was proposed by Cllr Burrell and seconded by Cllr Hill to agree to accept in principle the draft Maintenance Agreement and Plan subject to confirmation that the Flood Alleviation Group has no reservations.

**C. Matters Arising from Minute No. 27.11/12A.1: Letter to landowner in respect of claim in connection with efforts to secure a lease of land for the construction of a Balancing lagoon at Hampton Drive: For Information:**

**None.**

**51.11/12 HS2 CONSULTATION: TO CONSIDER A RESPONSE AND HOW TO FORMULATE IT:**

Deadline for response to DfT consultation is 29<sup>th</sup> July 2011.

Information is on the web:

<http://www.highspeedrail.dft.gov.uk/>

<http://southnorthants.gov.uk/HighSpeed2RailLink.htm>

**Agreed:** To defer consideration of this matter to the next Ordinary Meeting of the Parish Council to be held on 7<sup>th</sup> July 2011.

**52.11/12 CORRESPONDENCE:**

**A. Items to consider:**

20.1 Mid Counties Co-Operative: Request to use The Rec. for an event on Sunday 26<sup>th</sup> June 2011:

**RESOLVED:** It was proposed by Cllr Burrell and seconded by Cllr McGarry to agree in principle to the request.

20.2 Northants ACRE: Rural Forum: 17<sup>th</sup> June 2011: **Noted.**

20.3 Parish Enhancement Gangs: To draw up a list of requests:

**Agreed:**

i) Strimming of bank at Paradise

ii) Bus Shelter, Astrop Road: replace or repair missing or broken wooden seat slats; remove graffiti

iii) Upper Astrop Road: straighten bent black/white posts

iv) Orchard Way: make good potholes

v) AS25 Jitty: remove graffiti from wall

vi) Banbury Lane: repair or replace concrete post to barrier in front of brook

**Action:** the Clerk (deadline 3<sup>rd</sup> June 2011)

**B. Items to Note:**

20.3 NCC policy re. current position and policy on switching off street lighting: **Noted.**

20.4 South Northants Homes: Apprenticeships: **Noted.**

20.5 Community Safety Partnership Consultation Events: outside Waitrose, Brackley on Thursday 23<sup>rd</sup> and Friday 24<sup>th</sup> June between 11 a.m. and 3 p.m. **Noted.**

20.6 Tex Cars & Coaches Ltd: New Works and Shopper Service, 6 days per week, from Banbury to Bicester to commence 30<sup>th</sup> July 2011, subject to approval of registration formalities: **Noted.**

**53.11/12 COUNCILLORS' REPORTS:**

**A. Cllr Searle:**

i) Play Equipment:

Repairs (completed), inspection (June), maintenance (bark chippings in hand)

ii) Rose Garden:

ACROW to consider weed control.

iii) Interested Councillors:

Consider at next Ordinary Meeting of the Parish Council to be held on 7<sup>th</sup> July 2011.

**Noted.**

**B. Cllr Mullis:**

i) Cllr Mike Hill, SNC: Gratitude for all he achieved for King's Sutton during his term of Office as District Councillor for the Ward of King's Sutton.

ii) Speedboards: PC John McQuaid

iii) Funfair: Modify one post to widen access.

**Noted.**

**54.11/12 TO RECEIVE ITEMS FOR THE NEXT MEETING (THURSDAY 7<sup>TH</sup> JULY 2011):**

**i) Street Area Allocations.**

The Meeting ended at 8.55 p.m.