

**KING'S SUTTON PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD  
AT 7.30 P.M. ON THURSDAY 4<sup>TH</sup> AUGUST 2011  
IN THE ASTROP ROOM,  
KING'S SUTTON MILLENNIUM MEMORIAL HALL**

**PRESENT:** Cllrs W Mullis (Chairman), D Bridson, R Burrell, A Essex, T Forde, C Hill, M Paterson, G Searle, and A Waite

**ABSENT:** Cllrs P Chong, C McGarry and N Shepherd

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

**75.11/12 TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE:**

Cllrs Chong, McGarry and Shepherd had presented Apologies.

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

**76.11/12 TO INVITE DECLARATIONS OF INTEREST:**

None.

**77.11/12 PUBLIC PARTICIPATION: MEMBERS OF THE PUBLIC MAY SPEAK TO ITEMS ON THE AGENDA:**

None.

**78.11/12 TO FILL ANY VACANCIES LEFT UNFILLED AT THE ELECTION BY REASON OF INSUFFICIENT NOMINATIONS:**

**RESOLVED:** It was proposed by Cllr Searle and seconded by Cllr Forde to co-opt Mrs Lucinda Stuart to the Office of Parish Councillor.

Two vacancies remain.

**79.11/12 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD 7<sup>TH</sup> JULY 2011:**  
(previously circulated)

**RESOLVED:** It was proposed by Cllr Burrell and seconded by Cllr Searle to approve the Minutes of the Meeting held 7<sup>th</sup> July 2011.

**80.11/12 TO CONSIDER MATTERS ARISING FROM ITEM 5 NOT ON THE AGENDA:**

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

i) Minute 61.11/12: Seat at Wall Tree: Cllr Searle will be contacted by MGWSP when they are ready to remove the seat to the Cemetery.

**Agreed:** That Cllrs Mullis and Hill be substitute contacts.

ii) Minute 61.11/12: Volunteer to maintain the Well Head and Stocks: No names received.

**Action:** Cllr Mullis to provide details for Clerk to advise NCC.

iii) Minute 12.4: High Speed 2: DfT consultation: Response submitted.

iv) Minute 70.11/12: The Localism Bill: Cllr Searle is the second representative.

v) Minute 71.11/12: Extension to 30 mph speed limits: The new signing off of the limits at Mill Lane, Banbury Lane and Upper Astrop Road due to be carried out w/c 1<sup>st</sup> August 2011

vi) Minute 73.11/12: Lines: Requests submitted.

**Other:**

1. New Bus Service T1A: Commercially run service from Banbury to Bicester Village, via King's Sutton commencing 30<sup>th</sup> July 2011. Operator TCC.

2. Disappearance of hand shears and hand brush from the Cemetery on 25<sup>th</sup> July 2011:

3. NCC Mobile Library Routes: Route West 03: First Friday in the month: 12.25 – 13.25 at the KSMMH. Starting 5<sup>th</sup> August 2011. Timetable to be reviewed in 6 months.

**B. Chairman's Report:**

1. Attended King's Sutton Primary School Prom: for Year 6 pupils moving on to secondary education.

2. Attended Boys Brigade Camp in South Wales: One boy gained the Queen's Award.

3. HM the Queen's Diamond Jubilee Celebrations: ~~Meeting~~ Strawberry Tea Fund Raising Event at Brookfields, 26 Wales Street on 13<sup>th</sup> August 2011.

**81.11/12 FINANCE SCHEDULE:**

<b>HSBC Bank Accounts</b>	<b>Bank Statement @ 30.06.11</b>	<b>Cash Book Balance @ 29.07.11</b>
Instant Access Savings Account	£109,770.45	£101,073.64
Community Account	£1.00	£1.00
Money Market Account	£22,330.42	£22,330.42

**A. To authorise Payments:**

**To Ratify**

<b>Cheque</b>	<b>Payee</b>	<b>Description</b>	<b>Amt (incl VAT)</b>	<b>VAT</b>
103679	D Essex	inv 2021 bus shelter repairs	£50.00	

**To Approve**

<b>Cheque</b>	<b>Payee</b>	<b>Description</b>	<b>Amt (incl VAT)</b>	<b>VAT</b>
103680	Jeffs Coaches Limited	inv 68872 Thursday Bus	£192.00	
103681	S Ellis	litter services July11	£80.00	
103682	A H Contracts	inv 5598 dog waste services	£120.00	£20.00
103683	KSMMH	office rent, room hire July11	£50.50	
103684	M Dempsey	Grasscutting inv 873	£395.00	
103685	E.ON	Electricity inv 3July2011 inv 1057167 External Audit	£999.86	£166.64
103686	BDO LLP	YE31Mar11	£480.00	£80.00
103687	A Le Druillenec	Salary Month 5	£625.32	
103688	HMRC	Tax & NI Month 5	£10.44	
103695	A Le Druillenec	reimbursement office supplies	£6.69	£1.00
<b>Total</b>			<b>£2,959.81</b>	<b>£266.64</b>

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

**B. To approve raising of 6 cheques (2 x £30.00; 2 x £20.00; 2 x £15.00) totalling £130.00 to award to prize winners of King's Sutton in Bloom at the Annual Horticultural Show on 20<sup>th</sup> August 2011:**

**RESOLVED:** It was proposed by Cllr Hill and seconded by Cllr Paterson to approve the raising of 6 cheques representing total payment of £130.00 prize money for King's Sutton in Bloom 2011.  
(Cheque nos. 103689 – 103694)

**C. To Note Receipts:**

<b>Date</b>	<b>Type Payer</b>	<b>Description</b>	<b>Amt</b>
30.06.11	HSBC	Bank Interest	£27.65
12.07.11	Cash KSPO	Thursday Bus	£43.50
22.07.11	Cash KSPO	Thursday Bus	£28.50
22.07.11	Cash A Mann	Thursday Bus	£18.00
<b>Total</b>			<b>£117.65</b>

**Noted.**

**82.11/12 TO CONSIDER REQUESTS FOR TRAINING:****A. Northants CALC sessions @ £29.00 per person:**

<b>Councillor</b>	<b>Course</b>	<b>Date</b>	<b>Venue</b>
A Waite	Off to a Flying Start	14 <sup>th</sup> September 2011	Litchborough
L Stuart	Off to a Flying Start	14 <sup>th</sup> September 2011	Litchborough

**B. SNC: Council Tax Setting process: date in September:**

Cllr Searle expressed an interest in attending.

One other place available - Notify Clerk by 26<sup>th</sup> August 2011.

**83.11/12 ANNUAL RETURN FOR YE 31<sup>ST</sup> MARCH 2011:****A. To approve and accept the Annual Return for YE 31<sup>st</sup> March 2011:**

**RESOLVED:** It was proposed by Cllr Hill and seconded by Cllr Forde to approve and accept the Annual Return for YE 31<sup>st</sup> March 2011.

The Clerk was thanked for her work.

**B. To Note the issues arising report:**

The External Auditor had attached a note for the Reader of the Accounts to draw attention to the re-stated Assets in Box 9 for the previous year. No action had been recommended and no issues had come to the attention of the External Auditor.

**Noted.**

**C. To Note procedure for the conclusion of audit:**

The Clerk will post up the Notice of Conclusion of Audit, sections 1-3 of the Annual Return, and the Issues Arising Report in the Parish Noticeboards for a period of 14 days from 5<sup>th</sup> August 2011.

**Noted.**

**84.11/12 TO CONSIDER ITEMS HELD OVER FROM THE PREVIOUS MEETING:****A. To appoint a Parish Council representative to serve on the King's Sutton Playing Field Association:**

The Chairman of the KSPFA had not yet supplied the dates of Committee Meetings.

**Agreed:** To await receipt of the information.

**85.11/12 TO CONSIDER A MINOR HIGHWAYS SIGNING SCHEME RELATING TO LOW BRIDGE ON THE WARKWORTH TO KING'S SUTTON ROAD:**

(information on the proposal previously circulated)

**A. To install an advanced warning sign showing height restrictions and distance to the hazard, at the junction with King's Sutton Road/Astrop Road, Warkworth:****B. To install an advisory sign at the junction with Upper Astrop Road/Orchard Way, King's Sutton depicting a lorry symbol with a red strike through and the wording 'Low Bridge 2½miles ahead, no access to A422':**

**RESOLVED:** It was proposed by Cllr Waite and seconded by Cllr Paterson to approve the the proposed minor highways scheme as described in A. and B.

**86.11/12 COMMITTEE MATTERS:**

**A. Amenities, Cemetery & Rights of Way (ACROW):**

1. Chairman's Report (For Information): **None.**
2. Play Project Report (Meeting held 2<sup>nd</sup> August 2011): Cllr Hill welcomed the involvement of Mrs Lucinda Stuart and Mrs Lyn Reason to the Working Group, which was chaired by Mr Derek Silby. The Group is taking a more detailed look into a proposed plan for recommendation to the public.
3. Rights of Way Report:  
AS4, Mill Lane to Sewage Farm: crops had been cut back to reinstate the footpath.  
AS1: MGWSP ROW Team will liaise with the Astrop Estate.  
Hellebore Area at Walton Grounds: Query over management of this set aside area.
4. Tree Warden's Report: Quote received for tree works at the Cemetery. Possible works to Lime trees at The Rec.
5. To receive items for the next ACROW Committee Meeting to be held 17<sup>th</sup> August 2011: **None.**
6. Additional item:  
Adjustment to one drop down perimeter post at The Rec:

**RESOLVED:** It was proposed by Cllr Forde and seconded by Cllr Essex to approve work to a maximum of £25.00 and to carry this out in readiness for the visit of the Funfair in September 2011.

**B. Lighting:**

1. Chairman's Report (For Information): Cllr Burrell wished to place on record his immense appreciation of the work of his predecessor, Mrs Mary Thomas.  
Cllr Burrell requested that the F&GP Committee considers, at its next Meeting to be held 23<sup>rd</sup> August 2011, the operations and remit of the Lighting Committee.

**Action:**

- i) Cllr Burrell (provide to the Clerk a list of points for consideration)
- ii) the Clerk (include item on Agenda of the F&GP Committee Meeting to be held 23<sup>rd</sup> August 2011)

2. Update on 51 lamps transferred to Part Night Schedule: The Clerk reported that some lights that had recently been changed over to a Part Night Schedule were staying on all day. This could be due to a component fault of the photo cells and was being investigated by the manufacturer and the Contractor. The matter was in hand and attempts were being made to remedy the situation as soon as possible, at no cost to the Parish Council.

**Noted.**

3. To receive items for the next Lighting Committee Meeting to be held 14<sup>th</sup> September 2011: **None.**

**C. Planning:**

1. Chairman's Report (For Information): Cllr Forde reported that Cllr Hill had been appointed Vice Chairman of the Planning Committee.

2. Application Ref: S/2011/0805/TCA

Proposal: Crown lift lime trees to a height of 10m, fell silver birch trees, remove ivy from lime trees which will then be lopped and banded, prune/trim holly bush/laburnum

Location: King's Sutton Parish Church, The Square, King's Sutton

To ratify the resolution to make No Objections. (Minute No. 67.11/12C refers)

**RESOLVED:** It was proposed by Cllr Forde and seconded by Cllr Essex to ratify the Resolution of 7<sup>th</sup> July 2011 to make No Objections.

3. To consider recommendations from the Planning Committee Meeting held at 7 p.m. on 4<sup>th</sup> August 2011:

3.1 Appeal: Ref: APP/Z2830/A/11/215584/NWF

Application Ref: S/2010/1415/FUL

Proposal: Tennis court in rear garden

Location: St Rumbolds 12 Upper Astrop Road, King's Sutton

The Parish Council had considered the application at its Meeting on 2<sup>nd</sup> December 2010. It did not oppose the application but had submitted 5 comments.

**RESOLVED:** It was proposed by Cllr Forde and seconded by Cllr Bridson to have no involvement in the Appeal.

4. Village Confines: Cllr Forde spoke to this item: SNC was intending to review all parish confines as part of the Local Development Framework. (King's Sutton is a restricted infill village in the Local Plan.)

**RESOLVED:** It was proposed by Cllr Forde and seconded by Cllr Burrell to form a Working Party of interested persons, including non Councillors, to review the Village Design and Conservation Area Statements and to bring recommendations to the Parish Council.

**Action:** Cllr Forde (publicise in King's Sutton Times; email documents to members of the Parish Council)

5. For Information:

5.1 Banner Homes: Reserved Matters: Cllr Forde to liaise with Cllr Ian Morris, SNC.

**D. Finance & General Purposes (F&GP):**

1. Chairman's Report (For Information): Cllr Searle reported on:

i) Northamptonshire Village of the Year Awards

ii) Northants ACRE Lecture entitled 'The Localism Bill and Your Village'

2. To receive items for the next F&GP Meeting: 23<sup>rd</sup> August 2011: **None.**

#### **87.11/12 FLOOD ALLEVIATION GROUP REPORT:**

**A. To resolve that the Council, in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should incur expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure: Arising from Minute No.68 .11/12A to raise a payment in the sum of £900.00 from designated Flood Alleviation funds representing final settlement of the undertaking dated 12<sup>th</sup> October 2001 to contribute towards legal costs in connection with the proposed lease of land for a balancing lagoon:**

**RESOLVED:** It was proposed by Cllr Forde and seconded by Cllr Searle to approve s137 expenditure in the sum of £750 + £150 vat in respect of legal costs incurred in connection with the proposed lease of land for a balancing lagoon.

**B. To approve the Maintenance Regime Agreement in respect of the Flood Alleviation Scheme at Windsor Close:**

The Agreement was not yet ready for signing off.

**C. To receive Updates on progress with FAS at:**

- 1. Windsor Close:** Issues raised by the landowner have been worked through but there is still no formal agreement. The matter is in the hands of the Agents.
- 2. Wales Street:** Additional funds in the region of £60,000 are required. Network Rail and NCC (Lead Local Flood Authority) are being approached. The scheme (£202,000 2012/2013) is calculated as providing a 4:0 ratio of benefit:cost. The Banbury FAS should also provide some measure of protection to Wales Street.

#### **88.11/12 VILLAGE WEBSITE: UPDATE:**

Cllr Bridson reported that information from the King's Sutton Horticultural Society had been uploaded to the website.

Volunteers were needed.

#### **89.11/12 CORRESPONDENCE:**

**A. Items to consider:**

1. Northants CALC Annual Conference & AGM: Saturday 22<sup>nd</sup> October 2011:

1.1 To nominate representatives, including one voting delegate:

1.2 To submit a resolution to the AGM:

**Agreed:** To defer this item to the next Ordinary Meeting of the Parish Council to be held on 1<sup>st</sup> September 2011.

2. Associate Membership of East Midlands Councils: Annual membership fee £360.00 + vat. (Note: discounted joining fee of £150.00 = vat for period September 2011 – March 2012):

**Agreed:** The Parish Council was not in favour of becoming an Associate Member.

3. South Northants Area Support Team (SNAST): Invitation to Neighbourhood Watch Co-Ordinators Networking Event: 29<sup>th</sup> September 2011:

**Agreed:** that Cllrs Mullis and Searle attend.

**B. Items to Note:**

**None.**

**90.11/12 COUNCILLORS' REPORTS:**

**1. Cllr Hill:** SNC Summer Activities on The Rec: SNC are to be congratulated on the success of the Tuesday play sessions for young children

**2. Cllr Mullis:** Re-leasing of the Post Office. Letter of thanks to the Post Master who would be leaving King's Sutton in the next few weeks.

**Action:** the Clerk

**91.11/12 TO RECEIVE ITEMS FOR THE NEXT MEETING (THURSDAY 1<sup>ST</sup> SEPTEMBER 2011):**

1. Astrop Grange

The Meeting ended at 9.10 p.m.