

KING'S SUTTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD
AT 7.30 P.M. ON THURSDAY 7TH JULY 2011
IN THE ASTROP ROOM,
KING'S SUTTON MILLENNIUM MEMORIAL HALL**

PRESENT: Cllrs W Mullis (Chairman), D Bridson, R Burrell, P Chong, A Essex, T Forde, C Hill, C McGarry, G Searle, N Shepherd and A Waite

ABSENT: Cllr M Paterson

IN ATTENDANCE: Mrs A Le Druillenec (Clerk)

WELCOME: The Chairman greeted Cllrs Bridson and Chong on their return to Office, and extended a warm welcome to Cllr Waite, who had not previously served in Office.

55.11/12 TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE:

Cllr Paterson had presented her Apology.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr McGarry to approve the reason for absence submitted by Cllr Paterson.

56.11/12 DELIVERY BY COUNCILLORS OF THEIR DECLARATIONS OF ACCEPTANCE OF OFFICE, OR IF NOT RECEIVED, TO DECIDE WHEN THEY SHALL BE RECEIVED:

Cllrs Bridson, Chong and Waite had completed their Declarations of Acceptance of Office prior to entering the Meeting. There were no outstanding Declarations.

57.11/12 TO INVITE DECLARATIONS OF INTEREST:

None.

58.11/12 PUBLIC PARTICIPATION: MEMBERS OF THE PUBLIC MAY SPEAK TO ITEMS ON THE AGENDA:

None.

59.11/12 TO FILL ANY VACANCIES LEFT UNFILLED AT THE ELECTION BY REASON OF INSUFFICIENT NOMINATIONS:

None. Note: Three vacancies remain to be filled by co-option.

60.11/12 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD 2ND JUNE 2011:
(previously circulated)

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr McGarry to approve the Minutes of the Meeting held 2nd June 2011.

61.11/12 TO CONSIDER MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD 2ND JUNE 2011 NOT ON THE AGENDA.

A. Clerk's Report: (previously circulated)

i) Minute 44.11/12: Seat at Wall Tree:

Agreed: That the circular seat is removed to the Cemetery.

Action: Cllrs Mullis and Searle to identify a suitable tree; Clerk to make arrangements with MGWSP.

ii) Minute 46.11/12: Annual Return for YE 31st March 2011: Submitted to the External Auditor, BDO LLP on 14th June 2011.

iii) Minute 48.11/12: Volunteer to maintain the Well Head and Stocks:

Action: Cllr Mullis to recruit a volunteer; Clerk to advise NCC.

Other: iv) Removal of Sandbins at The Willows: Removed by SNC on 21st June 2011.

v) Request for Salt Bin at Upper Paradise: NCC has denied the request for an NCC funded bin as it does not score sufficiently on the qualifying criteria. The Parish Council may wish to provide a bin itself and would require a Highways Licence, if placed on the highway.

Action: Cllr Searle to follow up with NCC.

vi) Switch Off of Lights: The change from an All Night to a Part Night regime (switched off between 12 midnight and 5.30 a.m.) for 51 Parish Council lamps had been achieved on 1st July 2011. A few lights had been lighting up all day and the faults were being rectified by the Contractor. Notices advising that a lamp had been switched to a Part Night regime needed to be put on the 51 individual lights. The lighting inventory had been updated and the MPAN details on the Certificate for UMS had been altered accordingly.

Noted.

B. Chairman's Report:

i) Minute 49.11/12: Queen's Diamond Jubilee Celebrations 2012: The Chairman had attended the first Meeting of the Committee and listed the activities that were being planned to mark the occasion.

ii) Minute 52.11/12: Bus Shelter repairs requested of Parish Enhancement Gang: The seat had been repaired by a contractor at a cost of £50.00.

ii) Vandalism to Turf Matting at Goal Area: Ripped up pieces had been salvaged and could be re laid.

iii) King's Sutton in Bloom: The first round of Judging will take place from 7 p.m. on Monday 8th August 2011.

Action: Cllr Mullis to judge; the Clerk (notices)

Noted.

62.11/12 FINANCE SCHEDULE: (previously circulated)

HSBC Bank Accounts	Bank Statement @ 31.05.11	Cash Book Balance @ 30.06.11
Instant Access Savings Account	£112,626.64	£101,548.83
Community Account	£1.00	£1.00
Money Market Account	£22,302.77	£22,302.77

A. To ratify and approve the Payments:

To Approve

Cheque	Payee	Description	Amt (incl VAT)	VAT
DD	BT plc	telephone Bill Q019 50	£115.01	£19.16
103665	Jeffs Coaches Limited	inv 67977 Thursday Bus	£240.00	
103666	S Ellis	litter services June11	£80.00	
103667	A H Contracts	inv 5534 dog waste services	£96.00	£16.00
103668	KSM MH	office rent, room hire June11	£68.50	
103669	M Dempsey	Grasscutting inv 860	£790.00	
103670	Banbury Litho Limited	KST inv 78280	£478.00	
103671	Northants CALC	inv 3014 Training 04Jun11 (2pp)	£58.00	
103672	SNC	Electoral Services inv 3062447	£154.02	
103673	G Searle	mileage Playfair Exhib'n 22Jun11	£27.90	
103674	A Le Druillenec	Salary Month 4	£625.32	
103675	HMRC	Tax & NI Month 4	£10.44	
103676	A Le Druillenec	reimbursement stationery, postage	£103.09	£15.69
Total			£2,846.28	£35.16

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr Searle to Approve the Payments.

B. Additional Payment:

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr Shepherd to Approve the Additional Payment in the sum of £50.00 invoice No. 2021 in respect of repairs to the bus shelter seat. Cheque No. 103679 was raised.

C. To Note Receipts:

Date	Type Payer	Description	Amt
07.06.11	Cheque KST	Advert	£80.00
07.06.11	Cash KSPO	Thursday Bus	£31.50
14.07.11	Cash KSPO	Thursday Bus	£31.50
21.07.11	Cash KSPO	Thursday Bus	£31.50
28.06.11	Cash KSPO	Thursday Bus	£34.50
Total			£209.00

Noted.

63.11/12 MAINTENANCE OF PLAY EQUIPMENT:

A. To ratify purchase of play bark at a cost of £325.00 + £65.00 vat = £390.00:

RESOLVED: It was proposed by Cllr Searle and seconded by Cllr Burrell to ratify the purchase of play bark at a cost of £390.00 and to Approve Payment. Cheque no. 103677 was raised.

Agreed: To consider alternative safety surfaces.

Action: ACROW Committee

B. To ratify emergency repairs to the Skateboard structure at a cost of approx. £250.00: (Financial Regulation 3.4 refers)

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr McGarry to ratify emergency repairs to the Skateboard structure at a cost of £250 and to Approve Payment.

Cheque No. 103678 was raised.

It was **Noted** that on carrying out the work additional repairs were assessed to be necessary.

64.11/12 TRAINING:

A. To consider requests for Training:

None.

B. To receive a Report on the Off to a Flying Start course held 4th June 2011:

Cllrs Burrell and Paterson had attended the training and strongly recommended it as an excellent induction.

C. To receive a Report on the Health & Safety Risk Assessment course held 2nd July 2011:

The Clerk reported that the training covered the following elements:

- i) Being risk aware: hazards, risks, control measures
- ii) Responsibility: Sub contract the risk where possible
- iii) Record Keeping: example template

Agreed: that H&S Risk Assessments be carried out

Action: ACROW, Lighting and F&GP Committees

D. Overhanging tree at The Knob:

Action: Tree Warden to ask property owner to cut it back.

65.11/12 TO APPOINT COMMITTEES:

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

B. Lighting Committee:

C. Planning Committee:

COMMITTEE MEMBERSHIP			
	i) ACROW	ii) Lighting	iii) Planning
1	Cllr Chong	Cllr Bridson	Cllr Chong
2	Cllr Essex	Cllr Burrell	Cllr Essex
3	Cllr Hill	Cllr Forde	Cllr Forde
4	Cllr McGarry	Cllr Paterson	Cllr Hill
5	Cllr Waite	Cllr Shepherd	Cllr McGarry
6	Cllr Mullis (Ex Officio)	Cllr Mullis (Ex Officio)	Cllr Mullis (Ex Officio)
7	Cllr Searle (Ex Officio)	Cllr Searle (Ex Officio)	Cllr Searle (Ex Officio)

Table 1.

RESOLVED: It was proposed by Cllr Searle and seconded by Cllr Shepherd to approve Membership of the ACROW, Lighting and Planning Committees appointed as per Table 1.

It was **Noted** that the Committees were Advisory with NO delegated powers.

66.11/12 TO CONSIDER ITEMS HELD OVER FROM THE PREVIOUS MEETING:

12.1 To appoint a Parish Council representative to serve on the King's Sutton Playing Field Association:

The Clerk had not been notified of Committee dates.

Agreed: That dates of Committee Meetings were necessary prior to the appointment of a representative.

Action: the Clerk to repeat the request.

12.2 To nominate a Parish Council representative to the Poor's Allotment Charity:

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr Bridson to nominate Cllr Paterson as the second Parish Council representative to the Poor's Allotment Charity.

Note: Cllr Chong also serves as Parish Council representative

12.3 To revise the Bank Mandate: To revise the Bank Mandate in accordance with membership of the Finance & General Purposes Committee:

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Searle to revise the HSBC Bank Mandate in accordance with membership of the F&GP Committee.

Action: F&GP Committee and the RFO

12.4 High Speed 2 Consultation: To consider a response to the DfT consultation: (paper addressing the 7 questions previously circulated)

Question	Draft Response	Counter Response
1. Strategy & Context	A matter for Government	No
2. Case for HS Rail	HS line seen as best option for enhancing rail capacity	No

Question	Draft Response	Counter Response
3. Delivery	No comment although link to Birmingham airport is as vital as links to Heathow	No
4. Route Specification	No comment	No
5. Preferred Route	Best option to mitigate impact of HS2	No
6. Appraisal of Sustainability	Acceptable level reached with expectation of in depth Appraisal for Hybrid Bill	No
7. Blight & Compensation	No Comment	No

PROPOSAL: It was proposed by Cllr Forde and seconded by Cllr Hill that the Parish Council responds as follows to the DfT consultation:

Question 1:

- This is a matter for Government.

Question 2:

- If taken forward HS2 must also incorporate a strategy from 'Day 1' for enhancing and optimising capacity on the 'classic' lines (WCML and Chiltern) for other existing services including local services and freight. This strategy must be developed in parallel with HS2 and be presented to Parliament with the Hybrid Bill; and there must be a Government commitment to its implementation.
- In recent years pressure on rail services, both passenger and freight, has resulted in passenger services to small and unstaffed stations such as Kings Sutton being significantly degraded. As part of the 'package' of building HS2 the Parish Council looks to the Government to require the train operating companies to restore lost services to these stations. If a new high speed line is to be built to provide new intercity services, then the capacity released should be used to rebuild communications and accessibility for the communities along the existing routes.
- In this context HS2 should incorporate, as a minimum, passive provision for the East West link which would bring significant freight benefit between Southampton and the West Midlands and would relieve pressure on the particularly congested section of the Cherwell rail corridor between Aynho Junction and Leamington.

Questions 3, 4, 5, 6 and 7:

- No Comment

COUNTER PROPOSAL: It was proposed by Cllr Burrelll and seconded by Cllr Chong to amend the proposal by responding No to each Question.

VOTING ON THE AMENDMENT:

In favour: 3 Against: 5 Abstained: 2
The Amendment was Not Carried.

VOTING ON THE SUBSTANTIVE PROPOSAL:

In favour: 7 Against: 2 Abstained: 2
CARRIED.

Action: Cllr Forde, through the Clerk, to submit the response by the deadline of 29th July 2011.

12.5 Interested Councillor role: To consider the creation of ‘Interested Councillor’ roles in respect of specific issues:

Cllr Searle spoke to this item. HS2, Library Services, the Big Society, Bus Services were examples of specific issues that individuals might wish to research and report back on to the Parish Council.

67.11/12 PLANNING:

A. To consider the following Applications:

A.1. Ref: S/2011/0562/MAR

Proposal: Approval of reserved matters for a residential development of 40 dwellings (pursuant to outline permission S/2009/1157/MAO)

Location: Banbury Lane, King’s Sutton

<http://snctest.planning-register.co.uk/plandisp.aspx?recno=64547>

Cllr Forde spoke to the Discussion paper previously circulated. Members were reminded that Outline permission granted in 2010 was subject to 29 Conditions, of which Condition 2 related to the submission of Reserved Matters (layout, appearance, landscaping and scale of the development). The Parish Council was being asked to comment on Reserved Matters, and not issues that are covered by other Conditions.

This made it difficult to respond fully on Reserved Matters, particularly in relation to Conditions 16, 22, 27, 28 and 29.

The schedule of discharge of Conditions is a matter for the developer (Banner Homes), although Condition 1 refers to the timescale for commencement of the development.

In its Conclusions the Discussion paper recommended that:

- i) The Parish Council makes no fundamental objection to the layout proposed.
- ii) The Parish Council requests details of enclosure walls, hedges etc.
- iii) The Parish Council requests, at Banner Homes’ expense, information on proposals for foul sewage storage which are intended to alleviate sewage flooding problems in Wales Street.
- iv) SNC and Banner Homes are asked to address simultaneously the proposal to relocate the Site access in the interests of highway safety and the need to amend the layout in accordance with the objection from the Environment Agency relating to the water course at the south end of the site.
- v) The Parish Council requests that details of the proposed SuDS are made available before Reserved Matters are approved.
- vi) The Parish Council comments on the choice of design and building materials and suggests that market and affordable dwellings are indistinguishable as regards materials and appearance, including details of windows and doors.

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr McGarry to:

- i) support the recommendations and conclusions of the discussion paper

- ii) respond on the basis of that paper
- iii) request more information on specific aspects of the development and to be kept informed of the applicant's timetable for discharging the Conditions.

A.2 Ref: S/2011/0562/MAR

Proposal: Approval of reserved matters for a residential development of 40 dwellings (pursuant to outline permission S/2009/1157/MAO)

Location: Banbury Lane, King's Sutton

Amendment details: Indicative details of general approach of surface water drainage system

Location: Banbury Lane, King's Sutton

<http://snctest.planning-register.co.uk/plandisp.aspx?recno=64547>

Agreed: that the layout was in need of 'firming up' before the SUDS scheme were finalised.

A.3 Ref: S/2011/0643/FUL

Proposal: Two storey side extension, new roof to incorporate loft conversion & front porch

Location: Lyndhurst 42 Banbury Lane King's Sutton

<http://snctest.planning-register.co.uk/plandisp.aspx?recno=64728>

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Searle to make No Objections.

A4. Ref: S/2011/0769/FUL

Proposal: Conversion of the west wing to a single storey two bed dwelling

Location: The Bothy, Astrop Park, Astrop, King's Sutton

<http://snctest.planning-register.co.uk/plandisp.aspx?recno=64936>

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr McGarry to make No Objections.

A.5. Ref: S/2011/0770/LBC

Proposal: Conversion of the west wing to a single storey two bed dwelling

Location: The Bothy, Astrop Park, Astrop, King's Sutton

<http://snctest.planning-register.co.uk/plandisp.aspx?recno=64948>

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr McGarry to make No Objections.

A.6. Ref: S/2011/0767/FUL

Proposal: First floor rear extension

Location: 25 Newlands, King's Sutton

<http://snctest.planning-register.co.uk/plandisp.aspx?recno=64912>

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Hill to make No Objections.

B. Northamptonshire Minerals and Wasted Development

Framework: Draft Revised Development and Implementation Principles Supplementary Planning Document (SPD): To consider representations:

<http://www.northamptonshire.gov.uk/en/councilservices/Environ/planning/policy/minerals/Pages/NewsUpdate.aspx>

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr McGarry to **Note** the SPD.

C. Additional 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

<http://snctest.planning-register.co.uk/plandisp.aspx?recno=64990>

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Burrell to make No Objections.

Agreed: To ratify the response at the next Ordinary Meeting of the Parish Council to be held on 4th August 2011.

68.11/12 FLOOD ALLEVIATION GROUP REPORT:

A. To consider reimbursement of legal expenses in respect of lease for balancing lagoon at Hampton Drive:

Further to the Parish Council's request for proof of settlement of legal expenses, the accountant for Mr R C Harper had provided the following documents:

- i) letter dated 12th October 2001 from Wise Geary to Loddors confirming the undertaking to meet reasonable legal costs
- ii) letter dated 28th June 2011 from Loddors to Mr R C Harper in respect of deferred bill (not yet paid)
- iii) invoice no. 10124 in the sum of £1,800.00 from Loddors to Mr R C Harper in respect of professional charges in connection with a proposed lease to the Parish Council in respect of land for a balancing lagoon

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Searle to agree to pay in principle the sum of £750.00 + vat pending further advice.

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

The document was in the process of being altered.

Agreed: To defer consideration to the next Ordinary Meeting of the Parish Council to be held on 4th August 2011.

C. To receive Updates on progress with FAS at:

- i) **Windsor Close:** The landowner was perceived to be more willing to negotiate.
- ii) **Wales Street:** The Project Appraisal Board was due to meet in August.

69.11/12 VILLAGE WEBSITE: Update:

Cllr Bridson reported that the technical capacity was in place but no volunteers had come forward to assist.

Action: Cllr Hill to supply Cllr Bridson with contact details of village groups

70.11/12 CORRESPONDENCE:**A. Items to consider:**

i) **NCC Library Service Review: To consider a response to the questionnaire: None.** Individuals were invited to respond.

ii) **The Localism Bill:** Invitation from Middleton Cheney Parish Council for 2 representatives to attend a presentation on 5th September 2011.

Agreed: that Cllr Bridson attends

Action: Cllrs to notify the Clerk if they wish to attend.

B. Items to Note:

iii) **KSMH: Emergency Procedures and Evacuation Drill: Noted.**

iv) **NCC Buy with Confidence Approved Trader Scheme: Noted**

71.11/12 REPORTS: FOR INFORMATION**A. Rights of Way:**

Deep ditch to the rear of Waverley Close is overgrown with vegetation and requires clearing out.

Nature reserve for Helebores at Walton Grounds is overgrown.

Noted.

B. Playfair Exhibition: 22nd June 2011:

Attended by Cllrs Hill, Mullis and Searle, and Mr Derek Silby.

Various items of equipment and safety surfacing were examined and costs acquired for further detailed consideration by the Working Group.

C. Speedwatch: Cllr Searle reported that the Police were reconsidering the reintroduction of Speedwatch on a limited basis.

Action: Cllr Searle (Purchase costs of a Vehicle Activated Sign); the Clerk (extension to 30 mph limits at Mill Lane, Banbury Lane, Upper Astrop Road)

72.11/12 TO ALLOCATE STREET AREA RESPONSIBILITIES:**Agreed:**

i) that responsible Councillors include street lighting in their regular observations/inspections

ii) that the list including contact telephone numbers is published in the King's Sutton Times and posted on the Parish Noticeboards.

Action: the Clerk

	Street Areas	Councillor
1.	Astrop Road and Gardens	Cllr Hill
2.	Glebe Rise and St Rumbolds Drive	Cllr Chong
3.	Upper Astrop Road, Astrop Grange, Orchard Way, The Knob	Cllr Bridson
4.	Dobbins Close, Dairy Ground, Cherwell Bank	Cllr Essex
5.	Newlands, The Willows, Richmond Street	Cllr McGarry
6.	Mill Lane, The Square, Holland Rise, Red Lion Street, Church Avenue	Cllr Mullis
7.	Wales Street, Bulls Lane, Whittall Street	Cllr Burrell
8.	Paradise, Banbury Lane	Cllr Searle
9.	Sandringham Road, Windsor Close, Hampton Drive, Balmoral Way	Cllr Shepherd
10.	Kensington Close	Cllr Waite
11.	Marlborough Close, Arundel Close, King's Briar, Blenheim Rise	Cllr Paterson

73.11/12 COUNCILLORS' REPORTS:

- i) Double yellow lines, Astrop Road: These should extend along to Holland House. **Action:** the Clerk
- ii) White lines by the White Horse: Faded. **Action:** the Clerk
- iii) Hedge at Dobbins Close/Richmond Street: Needs cutting back.

74.11/12 TO RECEIVE ITEMS FOR THE NEXT MEETING (THURSDAY 4TH AUGUST 2011):

None.

The Meeting ended at 9.45 p.m.