



Sutton Courtenay Parish Council

To: All Members of the Council

You are hereby summoned to attend a meeting of the Parish Council to be held on Tuesday 7th June 2022 at Sutton Courtenay Village Hall, Frilsham Street, commencing at 7.15pm.

H Savery

Mrs H Savery
Clerk to the Council

10 Sovereign Place
Wallingford Oxon
OX10 9GF

Date: 30th May 2022

- 1 Election of Chairman
To elect a Chairman for the remainder of the parochial year.
- 2 Apologies for Absence
To receive apologies for absence
- 3 Declarations of Interest
 - (a) To receive declarations of interest from Councillors on items on the agenda under consideration at this meeting
 - (b) To receive written requests for dispensations for discloseable pecuniary interests.
 - (c) To grant any requests for dispensation as appropriate
- 4 Admission of the Press & Public
To consider whether members of the press and public should be excluded from the meeting due to the confidential nature of the item.

Item (25) Advice from OALC
- 5 Public Participation
An opportunity for the public to bring parish matters to the attention of the Council
- 6 Minutes of the meeting held on Tuesday 3rd May
To approve the minutes as a correct record of the proceedings.
- 7 Clerk's Notes
To receive an update on ongoing matters from the clerk.
- 8 County Councillor's Report
To receive a report on County Council matters from Cllr. R. Webber.
- 9 District Councillor's Report
To receive a report on District Council matters from Cllr. R. Webber.
- 10 Accounts
 - (a) To approve the payment list circulated to all members
 - (b) To appoint two Councillors to authorise payments for the coming month.
 - (c) To consider the report prepared by the clerk in relation to the NS & I account.

- 11 2021/22 Year End accounts
(a) To receive and accept the End of Year account spreadsheet.
(b) To receive and accept the End of Year bank reconciliation.
(c) To receive and note the 2021/22 summary statement for publication on the website.
- 12 Internal Audit report
To receive and accept Part 2 of the Annual Governance and Accountability Return completed by the internal auditor.
- 13 Annual Governance and Accountability Return (“AGAR”)
(a) To complete and approve and sign the Annual Governance Statement (Section 1) of the AGAR
(b) To approve the Annual Accounting Statement of the AGAR (Section 2)
(c) To note and approve the dates for the exercise of public rights being Tuesday 14th June 2022 to Monday 25th July 2022
- 14 Clerk’s resignation
To consider the report prepared by the clerk and make appropriate resolutions to enable council matters to be dealt with after 6th July 2022 and to ensure that all employer obligations are dealt with on termination of the clerk’s employment.
- 15 To consider representatives on external committees (deferred from 7th May meeting)
To review Councillor representatives on the following committees/organisations
(a) Oxfordshire Association of Local Councils
(b) RWEA Power Liaison committee
(c) Village Hall
(d) FCC Liaison committee
(e) Millennium Common Management Committee
(f) Culham Liaison committee
(g) Damascus Advisory Board
(h) Neighbourhood Plan Steering Group
(i) Didcot Garden Town Board. NB Cllr Atkinson acts as representative for all affected parish councils.
(j) Harwell Liaison Group
(k) Milton Park Liaison Committee
- 16 Tree on All Saint’s Lane
To consider the quotation in relation to the removal of the final tree on All Saint’s Lane for safety.
- 17 Planning applications
(a) Decisions on previous applications

P21/V3509/HH - New Chimney, loft conversion and new hard roof to existing conservatory.
2 Asquith Place
Granted: 3rd May 2022.

P22/V0677/HH – Single storey rear extension to create dining/family area; conversion (part) garage area to create utility/WC areas; first floor front extension to create ensuite bathroom to front elevation above existing porch area.
22 Frilsham Street
Granted: 13th May 2022

(b) Applications for consideration at the meeting.

MW.0045/22 - Details pursuant to condition 18 (Elevations and location of temporary concrete batching plant) of planning permission P15/V0530/CM (MW.0039/15) at Sutton Courtenay Landfill Site, Appleford Sidings, Sutton Courtenay,OX14 4PW

Link to application

<https://myeplanning2.oxfordshire.gov.uk/Disclaimer?returnUrl=%2FPlanning%2FDisplay%2FMW.0045%2F22%3Fcuuid%3DAB2BF2C0-B033-440B-A61A-98660A986318>

P21/V2885/FUL - New perimeter fencing, consisting of 1.8m high closeboard fencing, 2.43m high PROTEK privacy fencing and 2.43m high rigid mesh fencing. Installation of downlighting along new western boundary fencing (as amended by plans submitted on the 19th May 2022)
Sutton Courtenay Primary School, Bradstocks Way, Sutton Courtenay

P22/V1053/RM - Approval of reserved matters for access, appearance, landscaping, layout and scale for the erection of four employment unit (Use Class B1(c)/B2/B8) at plot A3/A4 with ancillary offices, including new vehicular and pedestrian access, HGV and car parking, servicing, external lighting, landscaping, infrastructure and associated works pursuant to outline planning permission P19/V1472/FUL dated 15th October 2019.
Phase A3 & A4 Signia Park Didcot

Link to application:

<https://data.whitehorsedc.gov.uk/java/support/Main.jsp?MODULE=ApplicationDetails&REF=P22/V1053/RM#exactline>

18 Reports and updates from working parties.

(a) to consider working party membership from Councillors not present at the May meeting.

(b) Recreational amenities working party

To receive the report on the working party and consider the recommendations in relation to the same. To make relevant resolutions required.

(c) Planning working party

To receive the report from the planning working party

(d) Art Project

To receive the report from the art project working party.

19 Traffic calming

(a) To receive the emails from residents regarding traffic calming measures throughout the village.

(b) To receive the report from the Neighbourhood Action Group and resolve whether to implement the “20s plenty” campaign.

20 HIF application

To consider the draft letter to Oxfordshire County Council and supporting documentation.

21 Recreation Ground

(a) To consider the letter from the football club dated 26th May 2022

(b) To consider that the storage units have not yet been removed from site.

(c) To receive the report on the weekly inspection by parish councillors.

(e) To appoint the play area inspection person for the next month

22 Correspondence

- (a) Oxfordshire County Council – TTRO Barretts Way.
- (b) Oxfordshire County Council – TTRO Abingdon Road, Appleford
- (c) Oxfordshire County Council – TTRO B4017, Appleford Road Drayton.
- (d) letter of thanks from Citizens Advice for the grant.
- (e) Emails of thanks from Village Hall Management committee, Damascus Youth Project, Sutton Courtenay News for grants
- (f) Notice of annual Rospa Safety inspection of play area.
- (g) VOWH District Council – local plan consultation
- (h) VOWH – changes to the Cabinet

23 Matters raised by councillors

An opportunity for Councillors to raise matters of council business or village issues (such items to be form information only or consideration for future agenda items)

24 Date of Next Meeting

The next meeting of the Council will be Tuesday 5th July 2022

25 Confidential Agenda Item – Advice from OALC

To consider the progress report and decide how to proceed.