



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 6th July 2021, at the Village Hall, Sutton Courtenay commencing at 7.15pm

H Savery

Mrs H Savery
Clerk to the Council

10 Sovereign Place
Wallingford Oxon
OX10 9GF

Date: 1st July 2021

- 1 Apologies for Absence
To receive apologies for absence
- 2 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
- 3 Admission of the Public
To consider whether members of the press and public should be excluded from the meeting due to the confidential nature of the item.
- 4 Public Participation
An opportunity for the public to bring parish matters to the attention of the Council
- 5 Minutes of the meeting held on Tuesday 1st June 2021
To approve the minutes as a correct record of the proceedings.
- 6 Clerk's Notes
To receive an update on ongoing matters from the clerk.
- 7 County & District Councillor's Report
To note the written report on District and County Council matters from Cllr Webber. Cllr Webber to take any questions on the same if present.
- 8 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 resolve to transfer £25,000 from Santander current account to Unity Trust account by cheque to ensure levels in Santander accounts are under £85,000 FCSC compensation amount.
 - (d) To receive and approve the bank reconciliation for the period April-June 2021
 - (e) To receive and note the accounts for the period April - June 2021.

(f) To receive and note the budget monitor document for the period April-Jun 2021.

9 Planning applications

(a) Decisions on previous applications

P21/V0968/HH - Replace existing shallow pitched lean to roof to the garage with a pitched roof with a central ridge
Walton House 45 Church Street
Granted: 27th May 2021

P21/V0826/HH - New detached two bay garage with additional workshop area and a single storey porch extension to front elevation of dwelling.
Lapwing Barn Drayton Road
Granted: 26th May 2021

P21/V1051/HH - Removal of existing single storey rear extension, raise existing roof to provide first floor accommodation and two storey rear extension
61 Milton Road
Granted with conditions: 9th June 2021

P21/V1178/HH - Proposed first floor extension and alterations
14 Southfield Drive
Granted: 15th June 2021

P19/V1728/RM - Reserved Matters application for details of the appearance, landscaping, layout and scale of the proposed development following planning permission P18/V0069/O. (Amended plans received 1 October 2020 and 4 December 2020 to show amendments to design, housing mix and layout, and landscaping and as amended by plans received 1 March 2021)
Land at Appleford Road, Sutton Courtenay Former Amey Works
Granted: 16th June 2021

P21/V1118/HH - Construction of detached garage. (Amended plans received on 10th June 2021)
14 Abingdon Road
Granted: 15th June 2021

P21/V1249/HH - Single Storey Rear Extension Insertion of Bi-folding Doors to Existing Lounge
Craven House 24 Lady Place
Granted: 22nd June 2021

P21/V0397/HH
Demolition of existing detached garage and store, erection of 1.5 storey extension.
71 High Street
Withdrawn by applicant: 30th June 2021

(b) Applications dealt with prior to the meeting.

P21/V1276/HH & P21/V1276/LB: Proposed extension to existing kitchen and demolition of existing sheds and construction of a new garden shed and potting shed.
37 High Street

Comment: Council has no objection

P21/V1224/HS: Application for Hazardous Substances Consent.
ASDA ADC Sutton Courtenay Road

Comment: The Parish Council would expect relevant arrangements/plans made with the fire service to deal with an incident resulting from the works, as well as a risk assessment of an incident including information on the blast radius. No evidence of such arrangements are enclosed within the application documentation. While Council has no objection to the proposal, in principle, subject to satisfactory evidence that the risks associated with this development have been appropriately assessed and mitigated, the Parish Council would request that such information should be provided before consent is given.

P21/V1493/HH - Proposed extension over existing garage
Lower Mill, Mill Lane
Comment: Council has no objection.

(c) Applications for consideration at the meeting.

(d) Correspondence on planning applications

P21/V1118/HH - 14 Abingdon Road Sutton Courtenay Abingdon OX14 4NF
Correspondence received from Vale of the White Horse District Council regarding amendments to the plans. See (a) above – now granted.

10 Solar Farm planning application

To discuss whether a representative will speak on the Parish Council's behalf at the planning committee meeting and the nature of such a representation.

11 Reports and required actions from working parties.

(a) to consider a "Community Infrastructure Levy and Section 106" working party to deal with the overseeing of the spending of such monies within the relevant timescales. To consider members of such a group.

(b) Paths and Landfill Restoration Working party

(i) To approve the joining of Luke Micallef to the Paths & Land Restoration Working Group.

(ii) To resolve that a new 'footpaths' inbox be created at a cost of £25/year.

(iii) To delegate work to the P & LR work and clerk in relation to the Church Street footpath repairs including but not limited to contacting residents on Church Street to advise of the works, deciding which machinery company to hire from, to decide and source the most relevant type of gravel for the job, advertising and organising the running of the work and volunteers - any expenditure not to exceed the grant monies received for the works.

(iv) To resolve that Land Registry searches and titles may be requested to ascertain the land owners on Drayton Road and to agree a level of expenditure to be incurred.

(v) To consider the proposal submitted by Councillors Lazare and Stewart regarding an infrastructure Improvement Programme on the Parishes Footpaths and approve and resolve that the programme may be implemented.

(c) Cemetery working party

To resolve that a survey of the land may be carried out to allow the preparation of the new area to be continued, the cost of such works to be a maximum of £2,500.

(d) Recreation ground working party

To receive a verbal update from the working party.

- 12 Recreation Ground
(a) To receive the report on the weekly inspection by parish councillors.
(b) To appoint the play area inspection person for the next month
(c) To consider the quotations for a new play area sign and consider whether to proceed with the same.
- 13 Cutting of Village Green
To discuss and resolve whether to cut the Village Green on a less frequent basis as suggested by a resident.
- 14 Correspondence
(a) Didcot Garden Town Advisory Board Annual Report and Project Schedule.
(b) Email from football club regarding anti-social behaviour in the Recreation ground car park.
(c) Thank you letter from Citizens Advice Bureau in relation to the grant.
(d) Email from Rev Helen Kendrick regarding use of village green on 5th June 2022.
(e) Email from resident regarding the wildflower garden and Frilsham Street roadworks discussed at the June meeting.
(f) Email from Oxfordshire County Council regarding changes to the Local List 2021
(g) Email from OCC regarding placement of litter bin at Mill Lane – are Council happy with positioning. Is there a Councillor who would be happy to accept delivery of the bin so that the contractor can collect and install.
- 15 Freedom of Information request
To resolve to make a Freedom of Information request to Oxfordshire County Council for all legal agreements and associated correspondence to and from the County Council related to FCC MW.0039/15. (see clerk's notes)
- 16 Street names
To provide the Vale of the White Horse District Council with 3 proposed street names for the extension to the Appleford Road development.
- 17 New councillor/co-option process
To review the report prepared by the clerk and resolve whether to proceed.
- 18 Grant awarding
To consider the clerk's report on grants and consider the implementation of an official application form and further reaching advertisements on grants being available.
- 19 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)
- 20 Date of Next Meeting
The next meeting of the Council will be Tuesday 7th September 2021.