



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 5th October 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: 30th September 2021

- 1 Apologies for Absence
 - (a) To receive apologies for absence
 - (b) To resolve to accept the apologies for Councillor Butler for a prolonged period in accordance with the six month rule.
- 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 7th September

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 Councillor's Report

To receive a report on County Council matters from Cllr Webber.
- 8 District Councillor's Report

To receive a report on District Council matters from Cllr Webber.
- 9 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 receive and note the accounts for year to date.

- (d) To receive and note the bank reconciliation for the period June – September 2021
- (e) To receive and note the budget monitoring document for the year to date.
- (f) To resolve the addition of Councillors Field and Willott to the Parish Council's bank accounts.
- (g) To consider the purchase of a leaving gift for the previous clerk using the funds donated for the same. (see clerk's notes)

10 External Audit report

- (a) To receive and note the external audit report and comments for the financial year 2021/2021.
- (b) To note that the Notice of Conclusion of Audit paperwork has been published on the noticeboard and the website.

11 Planning applications

- (a) To consider how to deal with planning applications with response dates between meetings (see separate report)

(b) Decisions on previous applications

P21/V1930/FUL - Use of the existing paddock as a garden incidental to the enjoyment of the main dwellinghouse
Lapwing Barn 95A Drayton Road
Granted with conditions:- 26th August 2021

P21/V0167/FUL - Hybrid planning application consisting of a) Full Planning Application for the erection of a single storey 8,692 m2 Data Centre building (containing data halls, associated electrical and AHU Plant Rooms, loading bay, maintenance and storage space, office administration areas and screened plant at roof level), emergency generators and emission stacks, diesel tanks and filling area, electrical switchroom, a water sprinkler pump room and storage tanks, a gate house / security building, MV substation, site access, internal access roads, drainage infrastructure, hard and soft landscaping and b) Outline Planning Application for the erection of a two storey 20,800 m2 Data Centre building (containing data halls, associated electrical and AHU Plant Rooms, loading bay, maintenance and storage space, office administration areas and screened plant at roof level), emergency generators and emission stacks, diesel tanks and filling area, electrical switchroom, a water sprinkler pump room and storage tanks; details of appearance will be reserved, along with hard landscaping immediately around the building (as amended by plans and documents received 5th May 2021)
Granted with conditions – 9th September 2021

P20/V1746/FUL - Partial re-plan of reserved matters application P14/V2061/RM to facilitate the erection 17.no dwellings (as amplified by agent response to consultees and public open space plans received 9 March 2021).
Land to the south of Appleford Road Sutton Courtenay
Refused: 17th September 2021

P21/V2174/HH -Proposed replacement of existing bifold doors, proposed timber cladding to existing building, proposed greenest structure, proposed alterations to boundary treatments
Calan Haf, Churchmere Lane
Granted: 20th September 2021

(c) Applications for consideration at the meeting.

P21/V2440/O (Outline) - Outline application for the erection of three dwellings and garages with access provided by existing access track from High Street. Land at the rear of Buckridges High Street

P21/V2401/FUL - Proposed Liquified Natural Gas storage tank and supporting equipment with two number dispensers to create fleet truck refueling facility at the existing distribution centre supporting ASDA conversion to a more environmentally operation.
ASDA ADC Sutton Courtenay

P21/V2650/HH - Demolition of existing detached garage and store, erection of extension to form attached garage with room in roof and a ground floor bedroom and study.
71 High Street Sutton Courtenay Abingdon OX14 4AT

12 Reports and updates from working parties

(a) Footpaths and Landfill Restoration

(i) To resolve to formally thank and acknowledge the contributions of:

- Simon Dodd
- Emily Madge
- Robin Draper
- The Allen Family

and the many other volunteers who assisted in the Church Street path restoration.

(ii) To receive the written report from the Footpaths and Landfill Restoration Working party

(b) Recreational Facilities and Amenities

(i) To accept and adopt the Terms of Reference for the working party.

(ii) To note that the draft plans for the refurbishment of the recreation ground have been provided to councillors via email and comments are welcomed

(iii) To receive a verbal report from the working party in respect of the meeting with Sutton Courtenay Cricket Club representatives and meeting with ASA Landscape Architects (such meetings taking place too close to the agenda being issued to allow a written report to be provided)

(iv) To consider to resolve that the Council write to the Cricket Club formally asking them to remove the containers asap which are not covered by any formal planning permissions.

(c) Finance and General Purposes

(i) To review and adopt the Dignity at Work and Equality Policies

(ii) To note the written update provided by the working party.

(d) Arts Trail

(a) To note the report from the working party and make any relevant resolutions.

(b) To resolve to draw down all remaining S106 monies earmarked to art to allow the trail to progress.

(e) Cemetery working party

(i) To consider a further member of the working party

(ii) To consider a further period of time for the Terms of Reference to be brought to Council

(iii) To note that the survey has now been completed and the invoice awaited (this falls within the sum agreed by Council resolution previously)

(iv) To note that the next meeting with the architect is to take place on Friday 15th October 2021 after which further progress can be made. All Councillors are welcome to attend.

- 13 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
- 14 HIF Funding
To consider the letter from Appleford Parish Council regarding the HIF application.
- 15 Urban Tree Funding
To consider whether Council would wish to apply for the same.
- 16 Freedom of Information Request
(a) to note the information received therein.
(b) To resolve to request sight of “legal agreements” referred to in our FOI request as these were not provided.
- 17 FCC Liaison Committee meeting
To note the FCC Liaison Committee meeting minutes dated 13th September along with PC notes provided by Cllr Lazare.
- 18 Neighbourhood Action Group
(a) To receive the report prepared by the Neighbourhood Action Group.
(b) To consider the request contained therein and make relevant resolutions.
- 19 Correspondence from Milton Parish Council regarding Milton Park LDO
To resolve to respond to Milton Parish Council as per the response prepared by Cllr Stewart (see clerk’s notes)
- 20 Correspondence
(a) Civil Parking Enforcement information from Oxfordshire County Council.
(b) Be Free Young Carers newsletter (<https://mailchi.mp/43136c816c0b/be-free-young-carers-newsletter-13473535?e=435780b4c9>)
(c) Email from OALC regarding Council award nominations.
(d) Correspondence from South and Vale waste services regarding fee increase and review of emptying dog waste bins.
(d) Precis of email from resident regarding the implementation of Vehicle Activated Signs in the village.
(e) Document from resident regarding access to Millennium Common.
(f) Emails and letters from Narrow Mark Films Limited regarding filming at Sutton Bridge.
(g) Plan of development street names and numbering.
(h) Email from Insurance broker regarding claim for repairs to cemetery entrance wall.
(i) Email from resident (and response from clerk) regarding the painting of a pickleball court onto the MUGA without consent.
- 21 Parish Council Noticeboard
To consider a new parish council noticeboard (further details in clerk’s notes).
- 22 Matters raised by councillors
An opportunity for Councillors to raise matters of council business or village issues (such items to be for information only or consideration for future agenda items)
- 23 Date of Next Meeting
The next meeting of the Council will be Tuesday 2nd November 2021.