



## 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 virtually by Zoom, on Tuesday 7<sup>th</sup> July 2020 at 7.15pm

*H Savery*

Mrs H Savery  
Clerk to the Council

10 Sovereign Place  
Wallingford Oxon  
OX10 9GF

Date: 30<sup>th</sup> June 2020

---

- 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.  
  
Agenda Item 23 – Allotment  
Agenda Item 24 – Access to weirs
- 4 Minutes of the meeting held on Tuesday 2<sup>nd</sup> June 2020  
To approve the minutes as a correct record of the proceedings
- 5 Matters arising from the Minutes of the meeting held on Tuesday 2<sup>nd</sup> June 2020  
  
The clerk is obtaining quotations for the repair of the fence/gate post at the south west end of the recreation ground.
- 6 Public Participation  
An opportunity for the public to bring parish matters to the attention of the Council
- 7 County Councillor's Report  
To receive a report on County Council matters from Cllr. R. Webber.
- 8 District Councillor's Report  
To receive a report on District Council matters from Cllr. R. Webber.
- 9 Matters raised by the Councillors for information
- 10 Police Matters/Neighbourhood Action Group Matters
  - a) To note any police issues for the area

11 Planning applications

(a) Decisions on previous applications

P20/V0874/A - erection of 3 totem pole hoardings.

Land East of Sutton Courtenay Lane

Approved 26<sup>th</sup> May 2020

P20/V0803/FUL – front and side extension to the existing property

Mach Tech Limited Milton Road

Approved 28<sup>th</sup> May 2020

P20/V0951/LDP – Single storey rear extension. Conversion of attic and building a dormer window.

75A High Street Sutton Courtenay

Withdrawn by applicant 30<sup>th</sup> May 2020

P20/V0721/HH - Construction of single storey garden studio.

90 Milton Road Sutton Courtenay

Approved 29<sup>th</sup> May 2020

P20/V0175/HH - Erection of single storey side extension and front extension, and extension to existing garage.

10A Katcheside Sutton Courtenay

Approved: 26<sup>th</sup> May 2020

P20/V0711/FUL - to provide a 700m long x 3m wide combined cycleway and pedestrian path between Milton Park and Sutton Courtenay.

Brook Drive, Milton Park

Approved: 25<sup>th</sup> June 2020

(b) Applications dealt with prior to the meeting

P20/V1240/HH Proposed single storey rear Orangery

7 Amey Close Sutton Courtenay

Comments – Council has no objections but note that the existing garden area will be significantly reduced.

(c) Applications for consideration at the meeting

P20/V1314/LB - New double-glazed double hung leaded timber casement window in wall in approximate position of an old aperture that was bricked up about 100 years ago. It is proposed to replicate the French windows in the same style which are directly above and which were added as part of the consent granted in 2005.

Cross Trees 1 Church Road

P19/V3168/RM (Reserved Matters) - Reserved Matters application following Outline approval P19/V1472/FUL for the Construction of link road and the realignment of Purchas Road.(as amended by plans and information received 23rd March 2020 and 15th June 2020). (Mixed use redevelopment comprising up to 400 dwellings (C3), 110,000ms of Class B2/B8 units, 25,000m2 of Class B1 units, 13,000m2 Class A1 units (includes 1,500m2 convenience food store), 150 bed Class C1 hotel and 500m2 of Class A3/A4 pub/restaurant, including link road, related open space, landscaping and drainage infrastructure, together with reservation of land for link road and Science Bridge. Cross boundary application Vale of White Horse and South Oxfordshire.)

Didcot A Site, Sutton Courtenay

P19/V3173/RM - Reserved Matters application following Outline approval P19/V1472/FUL for the Proposed realignment of below ground unnamed ordinary watercourse (a tributary of the Moor Ditch) and revised connection to the Moor Ditch.(as amended by plans and information received 23rd March 2020 and 15th June 2020).

Former Didcot A Power Station Purchas Road Didcot

P20/V1385/LDP - extending an existing single storey rear extension by an additional 2m in depth, enlarging it to 6m deep in total. This certificate is also to legalise converting the attic and building a dormer window. These works combined will create an additional 2 bedrooms internally.

75A High Street Sutton Courtenay

P20/V0654/FUL - New workshop (Amended plans received 23 June 2020- To include an MOT pit and amended certificate of ownership)

Windy Ridge, Workshop Rear Of 1 Milton Road Drayton

MW.0067/20 - Construction of replacement aggregate storage bays at Appleford depot, Abingdon, Oxfordshire in accordance with part 17, class b of the town and country planning (general permitted development) (England) order 2015 (as amended) at Appleford Depot, Appleford, Abingdon

- 12 Planning within Sutton Courtenay and surrounding areas  
To discuss any possible strategy in relation to working with neighbouring parishes in respect of proposed developments within Sutton Courtenay.
- 13 Bus Shelter, Milton Road  
To discuss the upkeep of the same.
- 14 Email addresses for Councillors  
To discuss the quotations the clerk has obtained in respect of councillors having a "council" email address and
  - (a) Decide which quotation, if any, the Council wishes to take up
  - (b) If Option A, Vision ICT, whether they would wish to pay the transfer fee and transfer the main info@ email address to be hosted by Vision ICT.
  - (c) To consider that, if Councillors have their own email addresses, whether they would still wish a document storage area (eg Dropbox, Google docs) for documentation.
- 15 Bins
  - (a) to consider the proposal of a new bin at Mill Lane
  - (b) To consider the proposal of a new waste bin at the recreation ground play area.
  - (c) To discuss the frequency of the bin emptying on the recreation ground
  - (d) To discuss a dog waste bin in the Tyrrells Way/Bradstocks Way area.
  - (e) To consider whether signage requesting "don't drop litter" "please take your litter home" could be designed by local children and put up around the village.
- 16 Transport infrastructure in the village  
To discuss the transport infrastructure in the village including roads (speed bumps and proposed river crossing), cyclepaths and footpaths.
- 17 Adoption of BT phone box  
To review the adoption paperwork received from BT and decide whether Council wish to adopt the phone box for the sum of £1.00 to house a defibrillator.
- 18 Recreation Ground
  - (a) To review available information and decide if the play area at the recreation ground can be open safely and in line with advice given from the insurance company and the National Association of Local Councils
  - (b) if (a) is approved, to adopt the risk assessment prepared by the clerk in respect of re-opening the same.
  - (c) To appoint the play area inspection person for the next month
  - (d) To consider the amendment required to the signage in respect of the clerk's phone number and to resolve a budget for the clerk to arrange for the same.
- 19 Correspondence

- (a) Notification from ROSPA that the recreational ground play area will be inspected in July.
- (b) Letter of thanks for the grant from Sutton Courtenay Newsletter
- (c) Science Vale Cycle Network update – June
- (d) Copy email from resident to Planning Enforcement at VOWH regarding alleged building works at Cross Tree Farm
- (e) Correspondence received from Village Hall Committee thanking for grant
- (f) Consultation on new Model Code of Conduct for Councillors
- (g) correspondence from resident regarding overhanging tree repairs.
- (h) correspondence from resident regarding noise and tree felling at Didcot B Site.
- (i) consultation on Culham Neighbourhood Plan Designated area
- (j) Police and Crime Commissioner's newsletter June 2020
- (k) Email from Active Communities regarding Ti Chi on the recreation ground.
- (l) letter of thanks from the Damascus Parish acknowledging receipt of the £930.00 in respect of the maintenance of the church yard clock.
- (m) correspondence received from VOWH regarding renaming of property.

20 Clerk

- (a) to note the rise in home working allowance to £26.00 per month from April 2020.
- (b) to resolve to allow the clerk to purchase a 2 or 3 drawer filing cabinet for the retention of important council documents
- (c) to confirm what the Council would like doing with the 5 drawer filing cabinet which is not required.

21 Accounts

- (a) To receive and approve accounts for payment as per list circulated for members
- (b) To receive and note the financial spreadsheet for the year to date.
- (c) To receive and note the bank reconciliation dated 30<sup>th</sup> June 2020 and the Chairman to sign the same at the next physical meeting of the Council
- (d) To note the budget monitor document.

22 Items for Sutton Courtenay news

To consider items for inclusion in the Sutton Courtney News.

23 Allotments

To receive a report regarding the upkeep of the allotments

24 Access to Weirs

To discuss the potential fencing off of the unofficial pathway access to the weirs.

25 Date of Next Meeting

The next meeting of the Council will be Tuesday 1<sup>st</sup> September 2020. A meeting of council will need to be called prior to this to sign off the accounts for 2019/2020 once the internal auditor's report has been received.