



Minutes for the Parish Council Meeting held on Tuesday 5th October 2021 at the Village Hall, Sutton Courtenay at 7.15pm

Present: Cllrs Atkinson, Daw (chair), Field, Hemamda, Lazare
Clerk: Helen Savery
5 Members of the Public

- 2021/221 Apologies for absence
(a) Apologies were received from Cllrs Butler, Stewart, Thurman and Willott
(b) It was discussed and
RESOLVED THAT apologies from Cllr Butler be accepted for a period of longer than 6 months to allow him to retain his place on the Council.
- 2021/222 Declarations of Interest
There were no Declarations of Interest
- 2021/223 Admission of the Public and Press
There were no matters deemed to be confidential.
- 2021/224 Public Participation
A member of the public brought to Council a suggestion of buying part of areas of land at Hobbyhorse Lane, Harwell Road and Christchurch in an attempt to prevent planning applications, possibly by the use of crowdfunding. This is to be added to the next agenda for discussion.

Here County and District Councillor Webber joined the meeting.

A member of the public requested information on the proposed Drayton Road buildout. The Parish Council confirmed this was a County Council issue and referred this matter to Councillor Webber as County Councillor. Councillor Webber confirmed it was hoped that the buildout would be completed by next Spring.

Councillor Webber also confirmed that he was looking into other speed prevention measures and further details would be made available as and when he had more information. Presently he was considering using his Councillor Priority Funding to provide a mobile Vehicle Activated Sign within three parishes.

Councillors raised concerns that it appeared that funding for the Drayton Road buildout appeared to be coming from Section 106 monies from developments

on Appleford Road, which has its own speeding issues which need addressing. It was noted that a holistic approach to speeding throughout the village was required.

2021/225 Minutes for the meeting held on Tuesday 7th September 2021

It was

RESOLVED THAT the minutes be a true and correct record of the meeting and be signed by the Chairman.

2021/226 Clerk's Notes

The clerk ran through updates on matters not on the agenda. Cllrs requested that the following be added to the updates:- removal of bin at the play area at the recreation ground, removal of gravel bags from Church Street, HIF minutes and information chase up, site selection substantive response.

2021/227 County and District Councillors Report.

Councillor Webber confirmed that he has called in the Hobbyhorse Lane development application. It was confirmed by the Parish Council that the company were due to present to the Parish Council prior to the November Council meeting and that they had obtained an extension to the date of the planning application response date until Friday 4th November.

Cllr. Webber confirmed that he had already mentioned the VAS in public participation. The Council confirmed it would also be accepting a report from NAGs in relation to the collection of data on speeding later in the meeting and Cllr Webber asked if he would be allowed to have any data, if Council agreed to such spending.

Cllr. Webber raised the issue of the Millennium Common path and Council's opinion on the same. This to be added as an agenda item for the next Council meeting.

It was raised by Cllr Lazare that there appears to be consultation between Highways and Developers prior to applications being made but that no consultation took place in relation to other forms of access such as footpaths.

Cllr Webber confirmed that the planning application in relation to the new river crossing was due in the next two weeks. Council, again, expressed its disappointment in relation to the lack of information provided by the County Council and lack of effective consultation.

Here Councillor Webber left the meeting

2021/228 Accounts

(a) The payment list circulated was received and it was

RESOLVED THAT the payments on the list were approved to be paid.

(b) Cllrs Atkinson, Daw and Lazare to deal with payments for the month of October.

(c) The accounts for the year to date were received and noted.

- (d) The bank reconciliation for the period June to September 2021 was received and noted. The Clerk confirmed that the two refunds from Novell Tullett and Didcot Plant Hire had now been received.
- (e) The budget monitor document for the year to date was received and acknowledged.
- (f) It was

RESOLVED THAT Councillors Antony Willott and Councillor Teresa Field be added as signatories to the Parish Council's website.

- (g) The previous clerk's leaving gift was considered. It was agreed that John Lewis vouchers were appropriate and that, if presented in person, a bottle of wine and flowers would also be appropriate. The previous clerk to be asked to attend the next Annual Meeting of the Electors. If this was not suitable, Cllr Atkinson would arrange to deliver the same.

2021/229 External Audit report

- (a) The external audit report and comments therein for the year 2021/22 were received and noted.
- (b) It was noted that the Notice of Conclusion of Audit Form was published on both the Noticeboard and website.

2021/230 Planning Applications

(a) Application process

It was proposed by Cllr Atkinson, agreed and

RESOLVED THAT the following procedure for dealing with planning applications be as follows:-

- Extension to be requested until after the next Council meeting (if required)
- If not extended, clerk be delegated to deal with the same in consultation with all Councillors by email.
- Should the response by Councillors not be unanimous or in the case of large development applications an Extraordinary Meeting of the Council be called.

(b) Decisions on previous applications

The decisions on previous applications were noted.

(c) Applications considered 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

Comments – Council objects for the same reasons as stated in previous applications as well as harm the residential amenities of occupiers of neighbouring and nearby properties by reason of noise, disturbance from increased activity on site and increased vehicle generation. The Heritage assessment makes no mention of the significantly reduced operations at Cross Tree Farm and describes the High Street as “lightly trafficked”, reports provided by the District Council suggest that they have met their 5 year Housing Supply so this development is not needed, the damage to the

Conservation Area. No more development should be allowed until such time as Thames Water confirm that there will be no more release of sewerage into the watercourses (eg, ensure that the sewerage system is able to cope with further housing). Request that screening hedgerows remain in place.

P21/V2401/FUL – Proposed Liquefied 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

Comment: Council is unable to consider this application as no emergency zone/blast zone information is provided therefore the affect of the application on residents cannot be considered fully.

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

Comment: Council has no objection.

2021/231

Updates from working parties

(a) Footpaths and Landfill Restoration Working Party

- (i) Council felt that specific individuals should not be named, just everybody who had volunteered their time to help.
- (ii) The written report was noted. Cllr Lazare provided a verbal update on potential free gravel from Hanson and storage which has developed since the report was prepared. Footpaths that such gravel should be used on were identified as “priority footpaths” in the report. Cllr Atkinson requested that a “debrief” of the works at Church Street works be undertaken and asked to be invited to attend the next Footpaths & Landfill Restoration Working Party meeting to discuss the same.

(b) Recreational Facilities and Amenities Working Group

- (i) The terms of reference were adopted save for the deletion of the quorum for the working group. As it had no delegated powers, no quorum was needed.
- (ii) The draft plans were provided which had been provided to Council were noted. Various comments were mentioned by Councillors. It was agreed that the plans be uploaded to the website for the public to see but with confirmation that these were only draft plans in relation to possible facilities and layout but would be discussed further going forward.
- (iii) The verbal report on the meeting with the Cricket Club and the meeting with ASA Landscape Architects was provided. Plans awaited from the Cricket Club before meeting with ASA could be made. Dates for both the next meeting of the RF&A and the meeting with ASA would be provided to all Councillors in advance.
- (iv) It was discussed and

RESOLVED THAT the clerk write to the Cricket Club regarding

the request to remove the containers from the recreation ground as soon as possible. A deadline of 16th October for the plans to be provided was also requested.

(c) Finance and General Purposes

- (i) The Dignity at Work and Equality Policies were approved save for ensuring that 14.8 of the Dignity at Work Policy refer to the grievance policy and the Equality Policy be renamed Equality, Diversity and Inclusion policy.
- (ii) The written update confirming dates for the relevant meetings was received and noted.

(d) Arts Trail

- (i) The notes were received and noted. It was
RESOLVED THAT Joanna O'Callaghan be a member of the working party.
- (ii) It was discussed and
RESOLVED THAT all remaining earmarked S106 funds in relation to public art be drawn down to allow the trail to progress.

(e) Cemetery

- (i) No councillors wished to become members of the working party.
- (ii) Terms of reference are deferred at the present time.
- (iii) The survey being received was noted. The clerk confirmed that the invoice has now been received and is on this month's payment list.
- (iv) The date of the next meeting with the architect was noted. Cllr Daw and the clerk will be in attendance.

2021/232 The meeting being now in excess of two hours, it was
RESOLVED THAT standing order 3x be suspended to enable the meeting to be concluded.

2021/233 Recreation Ground

- (a) The report was received, the clerk is to obtain a quotation for the strimming of the grass in the play area and chase up removal of the metal bin.
- (b) Cllr Hemamda agreed to be the play area inspection person for the next month.

2021/234 HIF Funding

Oxfordshire County Council to be chased again for the methodology – Head of Planning to be involved. Council agree in principle to the joint funding but on the basis that such advice also focuses on the junction in Sutton Courtenay and not just the overpass.

2021/235 Urban Tree Funding

This matter was deferred to November as Councillor Stewart was not in attendance.

2021/236 Freedom of Information Request.

- (a) The information contained therein was noted.

(b) The clerk to respond to say that the legal documents requested have not been provided.

2021/237 FCC Liaison Committee meeting
The minutes and notes were received and noted.

2021/238 Neighbourhood Action Group
(a) The report from the Neighbourhood Action Group was received.
(b) It was discussed and
RESOLVED THAT in principle, the Council agreed to the spending in relation to the speeding data collection. Exact positions and quantity to be confirmed.
Councillors Lazare and Field to try and attend the NAG meeting on 11th October to provide input on the same.

2021/239 Correspondence from Milton Parish Council regarding MEPC LDO
This would be discussed at the next Milton Park Liaison meeting and reported back. Council agreed to the wording prepared by Cllr Stewart by way of response.

2021/240 Correspondence
(a) Civil Parking Enforcement information from Oxfordshire County Council – noted
(b) Be Free Young carers newsletter – noted
(c) Correspondence from South and Vale waste services regarding fee increase and bin emptying – noted
(d) Precis of email from resident regarding the implementation of Vehicle Activated Signage in the village. – discussed above.
(e) Document from resident regarding access to Millennium Common – to be forwarded to the Management Company for comment.
(f) Emails and Letters from Narrow Mark Films Limited regarding filming at Sutton Bridge – noted.
(g) Plan of development names and numbering – noted
(h) Email from insurance broker regarding claim for repairs to the cemetery entrance wall – noted. Clerk confirmed funds now in.
(i) Email from resident (and response from Clerk) regarding the painting of the pickleball court onto the MUGA without consent. It was discussed and
RESOLVED THAT retrospective consent be provided and the pickleball lines may remain on the MUGA until the refurbishment is completed.

2021/241 Parish Council Noticeboard
Clerk to contact Michael Jenkins regarding the noticeboard removed from Costcutter. Quotations for new noticeboard to be obtained by the clerk and brought to council. Once quotations obtained Council will consider whether to replace the none council owned one on the other side of the door so that they match. Clerk to contact owners once Council have decided the same.

2021/242

Matters raised by Councillors

Cllr Field raised the issue of the wooden/plastic benches. The clerk confirmed that 7 councillors would be required to write to clerk requesting overturning of resolution and arrange for the matter to be reconsidered.

Cllr Field raised why this was further down the agenda. Clerk confirmed it was to ensure that matters further on in the agenda were not raised.

Cllr Atkinson raised the following for information.

- Allotments – there are discussions taking place as to how to deal with the allotment waiting list. The committee will update the council in due course. They will be issuing weed warnings to some owners.
- Accident on Sustrans cycle way – this had been reported to Sustrans and they have provided some repair works to make the area safer.
- Tree roots on Milton Way – these are coming through the pavement – residents advised to report the same on Fix My Street as the more reports, the better.
- Neighbourhood Plan – the District Council have suggested some amendments and this will be reported back by the steering group in due course. A slight delay in the timelines reported is expected.

Cllr Lazare had a list of comments on the Hobbyhorse Lane application. The clerk confirmed that an extension had been granted until after the November meeting.

2021/243

Date of Next meeting

The date of the next parish council meeting will be Tuesday 2nd November 2021 at 7.15pm. The meeting will be preceded by a presentation from Roebuck Homes regarding the Hobbyhorse Lane development.