



Sutton Courtenay Parish Council

Minutes for the Parish Council meeting held on Tuesday 7th March 2023 at the Village Hall Sutton Courtenay, commencing at 7.15pm.

Present: Councillors Rita Atkinson (chairman), David Butler, Robert Dalby, Eileen Daw, Teresa Field, Lyn Hodder, Father Morkos, Joanna O'Callaghan and Jason Warwick.
In attendance: Jennie Currie, Clerk; County & District Councillor Richard Webber; 2 members of the public.

- 2023/036 Public Participation
The Village Hall Management Committee Trustees advised the Council that they should have a new tenancy agreement to be signed at the April meeting.
- A resident wished to correct a statement made at a previous meeting: Oxfordshire County Council is only responsible for the maintaining the surface of the Right of Way on Hobbyhorse Lane. (item 2023/027, February)
- 2023/037 Apologies for absence
Apologies for absence were received from Councillors Hugo Raworth and Antony Willott.
- 2023/038 Declarations of Interest
Cllr Daw declared an interest in planning application P23/V0363/HH, 10 High Street, Sutton Courtenay, as she has an interest in a nearby (non-adjacent) property.
- 2023/039 Minutes for the meetings held on Tuesday 7th February 2023
RESOLVED that the minutes of the meeting held on Tuesday 7th February 2023 were a true and accurate record and would be signed by the Chairman.
- 2023/040 **RESOLVED** that item 6 Memorial Bench, Frilsham Street, would be brought forward.
- 2023/041 Memorial Bench, Frilsham Street
RESOLVED that the Parish Council would insure and maintain a memorial bench to be installed outside 28 Frilsham Street, Sutton Courtenay.
The bench would be selected by and funded by the family of Jack Bristow, who was resident of Hobbyhorse Lane. Jack was tragically killed during Storm Eunice in February 2022.

2023/042 Planning applications

(a) Planning applications to be considered

RESOLVED that the following observations would be submitted:

P22/V2593/FUL 5 Ginge Brook, SC – the documents are incomplete (Design & Access Statement, is for a previous application) therefore an extension would be requested to consider the application once the documents were provided. Based on the current documentation the Council would object.

P23/V0301/HH Hulgrove Barn, Drayton Road, SC - Support

P23/V0253/HH 15 The Green, SC - Support

P23/V0194/HH Atwood House, 1 Appleford Road, SC – Support

Cllr Daw took no part in the discussion for the following application.

P23/V0363/HH 10 High Street, SC - Support

MW.0027/23 CEMEX Landfill Site, South of Bassett Lane, Sutton Wick – No comment.

MW.0034/23 Sutton Courtenay Landfill Site, Appleford - Defer to the April meeting.

County & District Cllr Webber joined the meeting at 7.36pm.

Cllr Field joined the meeting at 7.39pm.

(b) Additional planning correspondence

Notice of landowner declarations under section 31(6) of the Highways Act 1980 and section 15A(1) of the Commons Act 2006. Land at The Culham Estate, Culham (OCC ref 2057) – Noted.

Members noted the decisions on previous applications

R3.0156/22 Drayton Highways Maintenance Depot, Milton Road, Drayton – Approved.

2023/043 HIF1

(a) Didcot to Culham Thames Bridge Scheme and Side Roads Order

RESOLVED that the attached letter (drafted by the Planning Working Party) would be submitted.

(b) Next steps following a lack of response from the County Council regarding traffic modelling and underlying data

Members noted the report from the Planning Working Party.

2023/044 Reports

(a) County Councillor

Cllr Webber reported that the County Council's traffic modelling for the HIF1 project was not very detailed and had looked at traffic entering and exiting the wider area rather than specific road sections. The Planning Committee had not considered the application and it was unlikely that the matter would be included in the April meeting.

Cllr Webber advised there was a delay with the Councillor Priority Fund payments.

(b) District Councillor

Cllr Webber advised that he would not be standing as a candidate in the 2023 District Council elections, as he wanted to concentrate on his County role. He gave his apologies for the April meeting.

On behalf of the Council, the Chairman, thanked Cllr Webber for his efforts.

2023/044 Reports continued
(c) Parish Councillors
Cllr Butler raised a concern regarding work taking place behind Wharf Barn, 43a Church Street. It appeared to be work to reinforce the bank and asked the Clerk to check. **Clerk**

County & District Cllr Webber left the meeting at 7.59pm.

Cllr Atkinson had attended the RWE liaison meeting on 27th February. Potentially there would be a sale of land where the data centres are being built and RWE are looking at reducing their carbon footprint including building a decarbonisation plant.

(d) Clerk

Compost bin: The bin had been emptied and removed from the cemetery. The original contractor had been unable to complete the job as he broke his arm but the Clerk found another firm to do it at a slightly lower cost. Shortly into the job they advised the Clerk that due to the amount of plastic waste in the bin the job would take twice as long and therefore the price was likely to be doubled as the estimated amount of waste was originally 1 ton. The Clerk had approved the work and inform the Chairman.

SID poles: The 6 poles had been installed by the County Council's contractor. One pole had been installed in the wrong location resulting in a complaint from a resident. The contractor rectified their error and move the pole to its correct location.

Welcome signs: The County Council were looking at installing a welcome sign on Sutton Bridge as there was no suitable location on the roadway or pavement.

The graffitied welcome sign near Skylark Fields needed to be replace and the County Council would arrange to do this in the 2023-24 financial year.

Didcot Local Cycling and Walking Infrastructure Plan: A first stage consultation was launched on 27th February but the Council was informed on 6th March. It is an open-feedback exercise, asking for comments regarding walking and cycling within any location within the LCWIP area. This stage will close on Sunday 19th March 2023.

Councillors were concerned about cycleways and paths through villages especially where existing infrastructure leaves little space for cyclists and pedestrians. Councillors requested an extension for comments and advised that the link in the email was not correct. **Clerk**

Sutton Courtenay Youth Football Club: A request to hold a presentation day on Saturday 17th June at the Recreation Ground had been received. It would include a bouncy castle and BBQ. At that time of year, the Cricket Club has the licence to use the Ground. Councillors were happy to agree to the event if the Cricket Club confirmed that they would not be using the site that day.

2023/045 Consultations
(a) RAF Brize Norton Airspace Change Proposal

RESOLVED that the following comments would be submit:

Previously the Parish Council has received concerns regarding noise pollution and we are unable to judge from the design principles' document whether the situation will be worse or better than current.

- 2023/046 Annual Electors' Meeting
The meeting would be held on Tuesday 4th April at 7.15pm ahead of the Council meeting. The format would be the same as previous years.
- 2023/047 Conservation Area Appraisal
RESOLVED that the District Council would be requested to complete a Conservation Area Appraisal for Sutton Courtenay.
- 2023/048 Coronation Celebrations
(a) Request to use the Green on 7th May 2023
RESOLVED that the PCC would be permitted to use the Green on 7th May 2023
(b) Organising a community event
Members discussed ideas for a community event to be held on Monday 8th May 2023. The matter would be discussed further at the April meeting.
- 2023/049 Litter and Dog Waste - Community Litter Pick update
The Clerk had received confirmation that the District Council would provide the equipment for the Litter Pick on Saturday 25th March. RWE had agreed to award a grant of £100 to cover refreshments at the event.
- 2023/050 Parking on pavements and verges
(a) Across the village
Members agreed that there was a problem with parking on pavements and verges. The following suggestions were made:
 - To include a article in the newsletter highlighting the difficulties inconsiderate parking creates.
 - Placing notices on cars in the autumn and 6 months later.
 - Placing notices in houses near to problem areas.
 - Posting notices to all households.
Members asked the Clerk to include the issue in the April newsletter. **Clerk**
(b) At the cemetery
Members discussed the possibility of installing large rocks or post and chain fencing to protect the grass. They asked the Clerk to obtain quotes. **Clerk**
- 2023/051 Recreation Ground (Recreational Amenities working party)
(a) New combined football / rugby goal posts
Following a site meeting with the contractors and the Football Club, concerns had been raised by Members about rugby balls hitting the Clubhouse. The Football Club Chairman had highlighted that the windows had protective grills.
RESOLVED that the combined football / rugby goal posts would be installed and if the clubhouse were damaged by rugby balls, then the situation would be reviewed.
(b) Welcome sign
Members were happy with the draft design for a welcome sign.
(c) Cricket practice strips
RESOLVED that the Council would investigate using S106 funds to refurbish the cricket practice strips. The Working Party would meet with the Cricket Club and seek feedback from residents.
- 2023/051 Recreation Ground (Recreational Amenities working party) continued

(d) Correspondence regarding the pump track

Members noted the correspondence from resident advising that the pump track was unsuitable for their young children. They queried the specification, design standards and whether the track had been an afterthought as other costs overran.

RESOLVED that the following response would be given:

Thank you for taking the time to contact the Parish Council and for the feedback when your young children tried to use the pump track.

The pump track was always part of the plans for the new facilities at the Recreation Ground. The track was originally considered in terms of two options:

1) Loose but compacted stone, finished to provide a facility that would be suitable for BMX bikes and generally older children; the surface can be tweaked by the users making it a dynamic and evolving track which the users take ownership of.

2) A sealed surface, this would have been a fixed design and suitable for small wheeled scooters as well as BMX but would have been much more expensive to construct.

Following public consultation, the pump track was not as high on the priority list as the play area and MUGA and so the funds available for the pump track were limited. Lengthy discussions were held with the Council and contractors during the tendering process. The selected contractor was Kompan Ltd. The Council, and the landscape architect that it had contracted to oversee the project, were satisfied that Kompan had a proved track record of delivering high quality, safe installations of a range of play and outdoor fitness equipment.

The Parish Council has agreements in place with the Cricket and Football Clubs for use of part of the Recreation Ground which limits developing the main section of the field, which has had an impact on the scale of the new facilities.

It was felt that Option 1 was a good compromise, that if it proved to be popular and if users wanted it to be developed further then this could be a future project. The original 2013 pump track at Upton was a larger version of what has been installed at Sutton Courtenay.

All the equipment on site will be subject to quarterly safety inspections including an annual inspection to comply with the recommendations of the British and European safety standard BS EN1176 and the Health and Safety Executive.

2023/052 Finance

(a) Reserves

RESOLVED that the following changes would be made to ear marked reserves:

Ear marked reserve title	Action / Notes	Balance
Cemetery upgrade	-	£21,230.00
Defibs	Add £3,005	£3,005.00
LM Leaving present	Close	Close
Neighbourhood Plan	-	£7,347.23
Office equipment	Potential cost of printer to be deducted from £1,416.	£1,266.02
Professional advice (£1.6k held for Joint Parish HIF1 work)	-	£26,750.33
Recreation Ground	Add £1,400	£1,400.00
Signs/SIDS/Noticeboards	Add £463.95 from above.	£8,778.95
Village Hall	-	£15,000.00
Village leaflet	Close, transfer £736.05 to General to cover Art Trail, the rest £463.95 to Signs.	Close
CIL	Protected funds	£50,726.84
S106 Art Fund	Protected funds	£0
S106 Goal Posts	Protected funds	£5,931.00
	Total	£141,435.37

2023/052 Finance continued

(b) Printer for Clerk's use

RESOLVED that a printer would be purchased for the Clerk's use at a cost of £149.98.

(c) Receipts and Payments report

RESOLVED that the following payments would be authorised:

Receipts for February 2023

Total receipts				£0.00
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Direct Debits and pre agreed payments for March 2023

Unity	Quarterly bank charge	M12	105	£18.00
Subtotal				£18.00

Cheque & BACS Payments to be agreed in March 2023

Bluestone Planning	NHP	0936	96	£5,124.60
C-Through Windows	Bus shelter clean 31Jan	1654	97	£40.00
Shield Maintenance Ltd	Dog waste bins - February	6355	98	£20.80
Tactical Facilities Management	Cemetery compost bin removed	480	99	£924.00
J Currie	Salary	Month 12	100	£906.76
HMRC	Tax and NI - Months 10-12	Month 12	102	£942.89
Fair Fax PLC Equals card	Stationery, Phone, etc (No VAT)	p15-23	103	£70.29
ST Grounds Maintenance	Grounds maintenance - Feb	303884	104	£154.80
Fair Fax PLC Equals card	Prepayment for printer	p24	103	£179.98
Nuneham Courtenay PC	percentage of 5 parish joint committee invoice	NPCJC2022/18	105	£743.00
Subtotal				£9,107.12

Standing orders for March 2023

Oxfordshire Pension Fund	J Currie Pension	Month 12	101	£332.93
J Currie	Office Allowance	Month 12	mins	£26.00
Subtotal				£358.93

Total payments				£9,484.05
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(d) Councillors to authorise payments

RESOLVED that Cllrs Atkinson and Daw would authorise payments via the online banking software.

RA & ED

(e) Budget report

Members noted the report.

Close of meeting

It was noted that the next ordinary meeting of the Council would be held at 7.30pm, on Tuesday 4th April. There being no further business the Chairman declared the meeting closed at 8.57pm.

Signed.....

Dated.....

Item 2023/043 a

To
The Secretary of State for Transport
National Transport Casework Team
Tyneside House
Skinnerburn Road
Newcastle Business Park
Newcastle upon Tyne
NE4 7AR

Tuesday 7th March 2023

SUTTON COURTENAY PARISH COUNCIL RESPONSE TO HIF1 BRIDGE & SRO

THE OXFORDSHIRE COUNTY COUNCIL (DIDCOT TO CULHAM THAMES BRIDGE) SCHEME 2022 (“THE BRIDGE SCHEME”)

THE OXFORDSHIRE COUNTY COUNCIL (DIDCOT GARDEN TOWN HIGHWAYS INFRASTRUCTURE – A4130 IMPROVEMENT (MILTON GATE TO COLLETT ROUNDABOUT), A4197 DIDCOT TO CULHAM LINK ROAD, AND A415 CLIFTON HAMPDEN BYPASS) (SIDES ROADS) ORDER 2022 (“THE SIDES ROAD ORDER”)

Sutton Courtenay Parish Council (SCPC) has objected strongly to the current HIF1 Planning Application (OCC Ref R3.0138/21) on the detailed grounds in the attached letter. From these and other objections it is clear that despite that the OCC claims (para 5.2 of the Order) that the scheme meets all the objectives at Table 2, it in fact fails to meet:

- Objectives 3 and 4 that the impact of the additional housing and increased employment on the transport network is acceptable and that the impacts on the transport network are adequately mitigated.
- Objective 6 with its requirement for future proofing.
- Objective 7 to minimise the need to travel and where it is necessary promote sustainable modes of transport.
- Objective 8 to minimise carbon emissions and noise impacts.

Site 12. Of particular concern to SCPC has been the belated addition of a junction on the B4016 (Sutton Courtenay to Appleford Road stretch) included in the Side Road Order Site 12. For over five years SCPC has sought assurance from OCC that the addition of this junction would reduce traffic through the village rather than attracting more through traffic to access the HIF1 scheme at Site 12. Despite frequent requests for the data underpinning the requirement, neither the above assurance nor access to that data has been received.

Moreover, it is clear from a detailed analysis of the available data that no allowance has been made for the ‘induced traffic’ the HIF1 scheme would attract. Although OCC does admit that even without including the ‘induced traffic’ factor, the congestion through the village would return to the current unacceptable levels within 8 to 10 years. Experts adding the ‘induced traffic’ factor into the equation, indicate that congestion would return to the current levels, much sooner and possibly even within 2 years, thus negating the primary rationale for the HIF1 Scheme of reducing congestion and mitigating the impact of the additional housing and employment opportunities in Objectives 3 and 4.

For that reason, SCPC urges the Secretary of State to reject the HIF1 Bridge Scheme and Side Roads Order at Site 12.

Site 4. SCPC also has grave concerns about the Science Bridge plan at Site 4. The elevation of this bridge is at extreme levels in order to cross both the railway and the adjacent 'Sutton Courtenay to Didcot' Road to the north of the railway. The design of the access to the south and the flyover over the B4130 exacerbate the difficulties of constructing the bridge and the traffic situation will be further aggravated by the single-lane arrangement necessitated by the elevation.

Site 13. The design of the new River Thames Bridge and the flyover requirements over the current gravel extraction pits within SCPC's parish boundary will have an adverse impact on the landscape of the area as well as posing considerable engineering and financial challenges. It is suggested that the Secretary of State reviews these arrangements very carefully and considers whether they can be delivered given the financial constraints and inflationary pressures.

Value Engineering. SCPC is also concerned at Oxfordshire County Council's decision to seek to control the budget through 'Value Engineering' not just post the Secretary of State approval of the Bridge and Side Roads Order, but also after its own Planning Committee consideration of the HIF application itself. SCPC does not consider this to be an acceptable practice, especially as it would adversely affect the already limited 'sustainable transport' provision of cycleways and footpaths and the other mitigation measures that the local parishes are seeking.

Review of the HIF Scheme. Finally given the congestion, pollution and landscape issues surrounding the HIF1 scheme, its failure to meet many of its stated objectives and doubts over whether it can be delivered within the finance available, SCPC also recommends that the Secretary of State orders an immediate review of the whole HIF1 scheme.

Encl: SCPC's response to Oxfordshire County Council objection to application R3.0138/21