



Sutton Courtenay Parish Council

Minutes for the Parish Council meeting held on Tuesday 9th January 2024 at Sutton Courtenay Village Hall, commencing at 7.15pm.

Present: Councillors Rita Atkinson (chairman), Robert Dalby, Teresa Field, Lyn Hodder, Joanna O'Callaghan, Hugo Raworth, Jason Warwick and Fiona Wolveridge.

In attendance: Jennie Currie, Clerk; County & District Councillor Richard Webber; 1 member of the public.

-
- 2024/001 Public Participation
Issue: Asked that plans of major developments (HIF1) are published in Sutton Courtenay news.
Response: That the plans can be viewed online and that Sutton Courtenay news is an independent publication which has limited capacity for printing plans. The publication is also normally published too late for residents to then comment on applications.
Issue: They believe the Halls Garage SID is in a poor location and one is needed on Appleford Road.
Response: This is included in the meeting and their comments would be considered.
Issue: Drivers have ignored road closure signs and entered flood water, which forced water into properties.
Issue: Whilst the Parish Council is sympathetic this is a police matter and should be reported to Thames Valley Police.
- 2024/002 Apologies for absence
Apologies for absence were received from Councillors Paul Galliver and Father Morkos.
- 2024/003 Declarations of Interest
No declarations of interest were received.
- 2024/004 Minutes for the meetings held on Tuesday 5th and 19th December 2023
RESOLVED that the minutes of the meetings held on Tuesday 5th and 19th December 2023 were a true and accurate record and would be signed by the Chairman.
- 2024/005 Co-option of Councillors
Members noted that there was one vacancy to be filled.
- 2024/006 Planning applications
(a) Planning applications to be considered
RESOLVED that the following observations would be submitted:
P23/V2682/HH – 71 High Street, Sutton Courtenay - No objections.
- Cllr Hugo Raworth joined the meeting at 7.26pm.*
Cllr Teresa Field joined the meeting at 7.28pm.

- 2024/006 Planning applications
 (a) Planning applications to be considered continued
 MW.0167/23 – Sutton Courtenay Waste Management Site, Appleford Sidings, Sutton Courtenay – Objection: the Parish Council will be providing a detailed response addressing its concerns regarding the movement of vehicles in and out of the site; odour issues which have increased in recent months; increase in volume of waste on site and impact on adjacent paths and sightlines; and proximity to new housing.
RESOLVED that the Planning Working Party would prepare the detailed response for MW.0167/23 which would be submitted by the Clerk. **Planning WP**
 MW.0170/23 – Oday Quarry, Oday Hill, Sutton Wick – No objections, comment that no further extensions should be applied for.
 (b) Additional planning correspondence
 Atwood House, Appleford Road - tree removal concerns. The most recent application, P23/V0194/HH, stated that the trees should be retained.
RESOLVED that the Parish Council would write to the District Council detailing its concerns regarding the conflicting planning permissions and subsequent tree removal.
HR & Clerk
- Members noted the decisions on previous applications:
 Appeal P21/V2682/0 - Hobbyhorse Lane North - APPEAL ALLOWED
- 2024/007 HIF1 update
 The Joint Committee (NPC-JC) have registered as a Rule 6 party. The Statement of Case submitted - the Planning Working Party submitted its contribution to the Statement of Case - particularly around the proposed roundabout on B4016 and the knock-on impact on traffic through Sutton Courtenay, particularly the Drayton Road, Church Street, Appleford Road. Would now include the High Street as Hobbyhorse Lane North appeal granted, potential gridlock at the triangle as well.
 The Parish Council has not been successful in finding a traffic consultant who could support a proof of evidence and expert witness on traffic modelling local to Sutton Courtenay & Appleford.
 The deadline is 23rd January for submitting proof of evidence but Charlie Hopkins needs the details by 14th January. Anything submitted would need a named expert witness to answer questions at the inquiry. A Culham member of the NPC-JC has offered to present the local perspective on traffic.
 The Inquiry is due to start on 20th February 2024.
- 2024/008 Hobbyhorse Lane North P21/V2682/O appeal
 M. Gove's office acknowledged the Parish Council's letter.
 Members discussed the need to monitor applications and to hold the District Council to account on all planning conditions and ensure that enforcement action is taken. The Planning Working Party would draft a letter to be sent to the District Council regarding the enforcement of conditions. **Planning WP**
- 2024/009 Reports
 (a) County & District Councillor
 Cllr Webber advised that the Sutton Courtenay experts involved in the HIF1 Inquiry would need to be mindful of what Sutton Courtenay wants to get out of the scheme if it does go ahead.

2024/009

Reports

(a) County & District Councillor continued

Cllr Webber advised that all councils needed to approach central government to bring in stricter penalties for breaches of planning permissions and conditions. He would be preparing a case for this.

Flooding - Drayton Road and Sutton Bridge had been closed for multiple days after heavy rain and swollen river levels caused issues from Friday 5th January. The County Council is now responsible for responding, this was different in 2007.

Parish Councillors explained that over 10 vehicles had been damaged/abandoned at the Ginge Brook bridge on Drayton Road, that the water in the Thames was higher than 2007 and 216 tonnes of water per second had gone through the Culham monitoring station.

Photos of flooded areas would be collated by the Clerk.

(b) Parish Councillors

Members reported the following items:

- Cllr Warwick queried which Council was responsible for providing sandbags.
- Cllr Field reported that the site opposite her home, which has planning consent, is flooded, she asked whether this would affect the planning permission. Cllr Atkinson advised the permission would not be overturned but could be reported as an individual.
- Cllr Field asked what was involved in requesting a TPO, the process was briefly covered.
- Cllr O'Callaghan advised that the monitoring of the water level in the Ginge Brook at Steventon did not reflect the real-life situation at Sutton Courtenay.
- Cllr Atkinson requested that all images of flooding are collated by the Clerk and then forwarded to the MP with a request to attend a meeting.

(c) Clerk

The Clerk had no additional items to report.

Cllr Richard Webber left the meeting at 8.28pm.

2024/010

Art Trail update

Four backless and three backed benches had been completed. The remaining benches and noticeboards were in production. The maps had been printed. The Planning authority had requested more detailed plans. The Clerk had met with Rodas from Oxford Oak and Cllr O'Callaghan to agree the plans, which the Clerk would submit before the end of the week. **Clerk**

Despite having written permission from an Officer in the Highways department following the Planning application the Clerk had learnt that an application would need to be made to Highways licensing. The Clerk had emailed the team to ask what was needed.

2024/011

Neighbourhood Plan

Cllr Atkinson reported that the inspector had replied, advising that modifications would need to be made. The majority of these related to green gaps although most of the green spaces would be included.

RESOLVED that the Neighbourhood Plan Steering Group would prepare the response.

- 2024/012 Open Spaces - 2023 Tree survey
Members noted the tree survey dated November 2023, the items requiring work were all graded as a low priority. The Clerk would obtain quotes for the work to be completed in the next financial year. **Clerk**
- 2024/013 Recreation Ground
(a) Fortnightly checks
Members reviewed the items which had been reported. The Clerk would address items in the report. **Clerk**
(b) 2023 Annual inspection
Members noted the annual inspection. The Clerk would follow up issues with Kompan. **Clerk**
- 2024/014 Rights of Way S106 Project
The Recreation Ground's southern footpath had started to be cleared, ahead of drainage and surfacing works. The remainder of the S106 funding had been received.
- 2024/015 Traffic management
(a) Report on current locations
No matters were raised.
(b) Additional locations for SID poles
Five new locations were suggested:
 - Milton Road between the junctions with Bradstocks Way and Asquith Park
 - Appleford Road between The Fish and Abingdon Road (closer to the latter)
 - Church Street near The Manor House
 - Bradstocks Way near the school
 - Drayton Road near number 3
The public would be asked for suggestions via the newsletter and the matter considered at a future meeting.
- 2024/016 Policies - Parish Council Plan
Cllr Dalby agreed to take the lead on this project and to arrange a meeting of the working party. **RD**
- 2024/017 Consultations
(a) Joint Local Plan, Vale of the White Horse District Council
This item would be deferred to the February meeting.
(b) Oxfordshire Council Charter, Oxfordshire County Council
This item would be deferred to the February meeting.
- 2024/018 Working Parties and Outside bodies
RESOLVED that Cllr Galliver would be appointed to the Planning Working Party.
- 2024/019 Finance
(a) Cyber insurance
RESOLVED that due to the high premium in comparison to the risk to the Council that a cyber insurance policy would not be arranged at this time.

2024/019 Finance continued
 (b) Receipts and Payments report

RESOLVED that the following payments would be authorised:

Receipts for December 2023

S&R Childs Funeral Services	SC018			£400.00
Oliver & James Wantage	SC020			£150.00
S106 funds - PRoW project	VoWHDC			£24,264.60
Abingdon Marathon donation	Donation			£200.00
Total receipts				£25,014.60

Direct Debits and pre agreed payments

Unity Trust Bank	Quarterly bank charge	Fee	119	£18.00
Subtotal				£18.00

BACS & Cheque Payments to be agreed in January 2024

The Whole Tree Company	Tree survey PC & VH	9965	120	£935.00
OALC	Procurement training	4553	121	£36.00
Charlie Hopkins - Consultant	Neighbouring PCs Joint Committee	CVH/HIF1/23/01	122	£375.00
Community Heartbeat	Installation of new cabinet	18012	123	£50.00
Oxford Oak	2nd delivery payment	915	124	£8,415.00
Shield Maintenance Ltd	Litter & dog waste bins Dec	7215	125	£130.00
Tactical Fac Man Ltd	Grds Maintenance Dec	1128	126	£697.50
J Currie	Mileage Dec 2023	mileage	127	£100.10
HMRC	Tax and NI	Month 10	129	£447.28
Subtotal				£11,185.88

Standing orders for January 2024

J Currie	Salary	Month 10	128	£1,437.00
Oxfordshire Pension Fund (new amount)	Clerk's Pension	Month 10	130	£506.56
J Currie	Office Allowance	Month 10	mins	£26.00
Subtotal				£1,969.56
Total payments				£13,173.44

(c) Councillors to authorise payments

RESOLVED that Cllrs Atkinson and Raworth would authorise payments online. **RA & HR**

(d) Budget and Reserves report

Members noted the reports.

Close of meeting

It was noted that the next ordinary meeting of the Council would be held at 7.15pm, on Tuesday 6th February 2024. There being no further business the Chairman declared the meeting closed at 9.06pm.

Signed

Dated