



## Sutton Courtenay Parish Council

### Minutes for a meeting of the Parish Council held on Tuesday 2<sup>nd</sup> July 2024 at Sutton Courtenay Village Hall, commencing at 7.15pm.

Present: Councillors Rita Atkinson (chairman), Robert Dalby, Father Morkos, Joanna O'Callaghan Ian Pratley and Jason Warwick.

In attendance: Jennie Currie, Clerk; 2 members of the public.

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#### 2024/119 Public Participation

Issue: New benches on Bradstocks Way. Complaint that the grass is not being cut; the seating is attracting anti-social behaviour, and littering. The resident objected to the planning application (P23/V2375/FUL) but did not receive a response from the Planning Authority. The resident stated that the benches are not positioned as the planning application states. (After the meeting it has been clarified that the position of the benches is correct to the amended plan LOC B1005A.)

Response: The Chairman replied that the grass cutting contract had been an issue and the contractor was being closely monitored. The Parish Council could consider installing a litter bin at this location. The Chairman also explained the Art Trail process and funding.

Issue: Having read the notices on the (wooden) seating on the Village Green, the resident would like to see both benches replaced and they would like to have seating at the (Bradstocks Way) bus stop.

Response: The wooden seating at the Village Green and potentially a new shelter with seating for the Broadstocks Way westbound stop (on Milton Road) would be considered at the September meeting.

The Community and Friends Officer, from the Friends of Reducing the Risk of Domestic Abuse (charity 1120244) gave a presentation on the work the charity and asked people to promote the charity to those who might be able to volunteer as a friend and those who might benefit from their support.

Response: The Chairman thanked them for their presentation and promotional materials were shared.

#### 2024/120 Apologies for absence

Apologies for absence were received from Councillors Teresa Field, Paul Galliver, Lyn Hodder, Hugo Raworth and Fiona Wolveridge.

#### 2024/121 Declarations of Interest

No declarations of interest were received.

#### 2024/122 Minutes for the meeting held on Tuesday 4<sup>th</sup> June 2024

**RESOLVED** that the minutes of the meeting held on Tuesday 4<sup>th</sup> June 2024 were a true and accurate record, and would be signed by the Chairman.

2024/123 Planning applications

(a) Planning applications to be considered

**RESOLVED** that the following observations would be submitted:

P24/V0826/HH - 1A Drayton Road, Sutton Courtenay - No objections, comment: the Parish Council is concerned that as the access to the site was underwater during flooding in early 2024 that any hard surfacing should be permeable.

*District Councillor Stevens joined the meeting at 7.38pm.*

P24/V0865/HH - 49 Milton Road, Sutton Courtenay - No objections.

MW.0065/24 - Sutton Courtenay Landfill Site, Appleford Sidings, Sutton Courtenay - Objection due to the lack of information provided regarding noise and dust pollution.

P24/V1237/HH - 28 Appleford Road, Sutton Courtenay - No objections.

(b) Additional planning correspondence:

- P24/V0899/HH - 49 Milton Road, Sutton Courtenay - Amended plans.

Members noted the amended plans and that the decision had been made (see below).

- P24/V0331/FUL - 120 High Street, Sutton Courtenay - Amended plans. Noted.
- P23/V2698/DIS - Land at Former Amey Works, Appleford Road, Sutton Courtenay - Verification report. Noted.
- Members noted the decisions on previous applications:

MW.0014/24 - Hanson Aggregates, Appleford Road, Sutton Courtenay - APPROVED

P24/V1124/FUL - Dq 190 Didcot Quarter, Sutton Courtenay - GRANTED

P24/V0899/HH - 49 Milton Road, Sutton Courtenay - GRANTED

(c) Response to request concerning the discharge of planning conditions on application P21/V2682/O

Members noted the response from the District Council. The Planning Working Party would prepare a response detailing which conditions the Parish Council were particularly interested in.

**Planning WP**

2024/124 Reports

(a) County Councillor

Peter Stevens attended as the newly elected County and District Councillor.

(b) District Councillor

See item 2024/124a.

(c) Parish Councillors

Members reported the following items:

- Cllr O'Callaghan highlighted the positive feedback she had received with regards to replacing the wooden benches at the Village Green and nearby bus stop.
- Cllr O'Callaghan advised that Hanson/Heidelberg had closed the gate blocking the access road from Appleford Road, heading south pass the Millennium Common, to Public Right of Way 373/12/40. Please would the possibility of putting in pedestrian access be raised at the next liaison meeting.
- Cllr Dalby had attended the FCC liaison meeting, the foul odour from the site was discussed having been identified as leachate water that would need to be collected in tankers and removed from the site. The Environment Agency had taken notice following the complaints and potentially a plant to process the leachate water would be installed onsite. The leachate water was particularly bad this year due to the heavy rain full over winter.

2024/124

## Reports

### (c) Parish Councillors continued

- Cllr Father Morkos asked why the Parish Council had not changed the grounds maintenance contractor, item 2024/113 from the June meeting was recapped.
- Cllr Prately had spoken with the local angling club who used a contractor who would be interested in the grounds maintenance contract. He would pass on their details to the Clerk.
- Cllr Prately asked if the welcome to Sutton Courtenay signs could be improved. The Clerk advised that the signs were the responsibility of Highways (County Council) and that the sign on Appleford Road would be moved to Sutton Bridge. Cllr Prately would research what else could be done.
- Cllr Atkinson raised concerns about the condition of the Public Right of Way (footpath) 373/27/10. She asked that people report it to Oxfordshire County Council via the Rights of Way map - available on the homepage of the Parish Council website.

### (d) Clerk

The Clerk advised Members of the OALC AGM on Monday 15<sup>th</sup> July, at County Hall, Oxford, with a drinks reception from 6pm and the meeting starting at 7pm.

A thank you letter from Home Start Southern Oxfordshire had been received, acknowledging the recent grant awarded by the Parish Council.

The Clerk had received a number of emails asking the Parish Council to replace both the wooden bench at the Church Street bus stop and the wooden bench on the Village Green. These comments would be included in the report for the September meeting along with quotes for recycled plastic benches to replace the deteriorating benches.

The Bus Infrastructure Officer from Oxfordshire County Council (OCC) had confirmed that the Parish Council could install a bus shelter at the Bradstocks Way westbound stop (on Milton Road) and there was funding available in OCC's budgets to pay for a hardstanding and path from the main pavement.

The Clerk had received reports of bags of dog waste being left near a property on Appleford Road. The Clerk had asked the resident for the house number and details of how long it had been an issue and how frequent it happen. The Parish Council could then consider whether an education campaign would be affective.

Another resident had asked about resurfacing the car park area at the Village Green and cutting back the area around the bins (the litter bin is District Council's, the dog waste bin is Parish Council's). The car parking resurfacing is on the Parish Council plan and the Clerk would look to get the overgrowth cut back.

2024/125

### Art Trail update (S106 funded)

The planning application for the final bench and two maps should be decided the week beginning 8<sup>th</sup> July.

2024/126

### Communication Working Party update

The Working Party had developed a new website [www.suttoncourtenay.org](http://www.suttoncourtenay.org) which could be trialled over the summer and promoted to a group of residents via the WhatsApp group SuttonCourtenayLocals. The website was developed using WIX.

**RESOLVED** that the £12 per month fee to WIX would be paid by the Council and that the website [www.suttoncourtenay.org](http://www.suttoncourtenay.org) and associated app would be trialled.

- 2024/127 Community policing  
Members noted the Clerk had added contact details for Thames Valley Police under 'Useful Links' on the Parish Council's website. The item would remain on the agenda.
- 2024/128 Open Spaces - cutting of verges  
The Clerk had sent out the scope of work to contractors but as present had received no quotes. The Clerk would try to company suggested by Cllr Prately and the contractors for Steventon.
- 2024/129 Recreation Ground  
(a) Fortnightly checks  
The fortnightly checks report had been circulated. The skate park repairs had been completed and the additional matting had been installed in the play area. The Clerk was liaising with contractors to address the problems with the 4 person spinner and to replace the fence panel. The fence panel had been badly damaged, possibly by a motorbike/trailbike getting stuck in the fence.  
(b) Football Club requesting additional sessions  
**RESOLVED** that the Football Club could use the main pitches in July and August 2024 on Wednesdays 6-9pm and Saturdays 12-4pm. The training pitch (with permanent goals) is not to be used by the club so that members of the public are able to use them.
- 2024/130 Southern footpath S106 Project  
No further update at present.
- 2024/131 Traffic management (SIDs)  
The SID on Drayton Road could not be set at 40mph, Cllr Warwick needed to liaise with the manufacturer during their office hours. **JW**
- 2024/132 Village Hall CIO - Draft constitution  
**RESOLVED** that the draft constitution as prepared by the Parish Council's solicitor would be adopted without any changes.
- 2024/133 Consultations  
(a) Oxfordshire County Council Local Flood Risk Management Strategy  
**RESOLVED** that the Planning Working Party would respond, the deadline is 23<sup>rd</sup> August. **Planning WP**  
(b) Oxfordshire County Council to designate certain streets as traffic-sensitive  
Members noted the report.  
(c) Thames Water South East Strategic Reservoir Option  
**RESOLVED** that the Parish Council would reiterate its objection to the project.

2024/134 Finance

(a) Receipts and Payments report

**RESOLVED** that the following payments would be authorised:

				<b>Receipts</b>			
<b>Invoice</b>		<b>Name</b>	<b>Description</b>		<b>Amount</b>	<b>Totals</b>	
1		A B Walker	Cemetery fees		1,450.00	<b>1,450.00</b>	
				<b>Payments</b>			
<b>Voucher</b>	<b>Method</b>	<b>Name</b>	<b>Description</b>	<b>Invoice</b>	<b>Amount</b>	<b>Totals</b>	
56	CARD	Royal Mail	Postage		2.10		
58	CARD	B&Q	Stationery		5.99		
60	CARD	HP Inc UK Ltd	Ink		11.99		
61	CARD	EE	Phone		4.50		
							24.58
57	BACS	Tactical Facilities Management Ltd	Grounds maintenance	1745	976.39		
59	BACS	Clark & Kent Contractors	Maintenance	110624	1,800.00		
62	BACS	Vision ICT	Email hosting	18569	22.00		
63	BACS	AES Ltd	Play area resurfacing	INV-5757	2,856.00		
64	BACS	Tactical Facilities Management Ltd	Grounds maintenance	SI-1860	976.39		
65	BACS	Shield Maintenance Ltd	Waste collection	7766	130.00		
66	BACS	J Currie	Mileage	Month 4 mileage	52.00		
67	BACS	HMRC	NI & Tax	04 HMRC	437.52		
68	SO	Oxfordshire Pension Fund	Pension	04 Pension	521.45		
69	SO	J Currie	Salary	04 Salary	1,505.00		
70	SO	J Currie	Office Allowance	04 Office allowance	26.00		
71	DD	Unity Trust Bank	Bank fee	ac 20434449	18.00		
							9,320.75
							<b>9,345.33</b>

(b) Councillors to authorise payments

**RESOLVED** that Cllrs Father Morkos and O'Callaghan would authorise payments online.

**FM & JO**

(c) Budget and reserves reports

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 3<sup>rd</sup> September 2024. There being no further business the Chairman declared the meeting closed at 9.06pm.

Signed .....

Dated .....