



Sutton Courtenay Parish Council

Minutes for the Parish Council meeting held on Tuesday 4th January 2022 in the Village Hall, Sutton Courtenay commencing at 7.15pm

Present: Councillors: Eileen Daw (Chair), Rita Atkinson, Teresa Field, Father Morkos, Hugo Raworth, joined by Antony Willott and Jason Warwick upon his co-option.

Clerk: Helen Savery

1 member of the public

2022/001 Apologies for Absence
Apologies were received from Cllrs Butler and Hemamda

2022/002 Declarations of Interest
(a) Cllr Atkinson declared an interest in Village Hall matters but as the appointed Council representative it was deemed that she could take part in any discussions.
Cllr Field declared an interest in Agenda Item 11(b) Buckles Yard Drayton Road planning application as she lives in very close proximity to the site.
(b) There were no requests for dispensation.

2022/003 Admission of the Press and Public
There were no matters on the agenda which required the exclusion of the press and public.

2022/004 Public participation
There were no matters raised other than a request for councillors to remember to go through the Chairman during discussions.

Here Councillor Willott joined the meeting.

2022/005 Co-option of Councillor
It was proposed by Councillor Atkinson, seconded by Councillor Field, agreed unanimously and

RESOLVED THAT Jason Warwick be co-opted onto the Council.

Councillor Warwick signed his Declaration of Acceptance of Office and having been furnished with an agenda pack prior to the meeting joined in the meeting as a Councillor.

2022/006 Emergency Scheme of Delegation
It was discussed and

RESOLVED THAT a scheme of delegation be put in place to allow the clerk, in consultation with a quorum of Councillors via email, to continue

the work of the Council in the event of the Council being unable to meet.

- 2022/007 County and District Councillors report
No report was available and the District and County Councillor was not in attendance to provide a verbal report.
- 2022/008 Minutes of the Meeting held on Tuesday 7th December 2021
The minutes were approved as drafted and signed by the Chairman.
- 2022/009 Accounts
(a) The accounts were approved for payment.
(b) Cllrs Atkinson and Daw were appointed to authorise the payments. The clerk confirmed it was hoped that Councillor Willott will be confirmed as a signatory by the next meeting and Councillors Raworth and Father Morkos had signed the paperwork.
(c) The accounts for the year to date were received and noted
(d) The budget monitoring document was received and noted.
(e) The bank reconciliation for quarter 3 was received, noted and signed by the Chairman.
- 2022/010 Planning applications
(a) Decisions on previous applications.
There were none

Here Councillor Field having declared an interest left the meeting.

- (b) Applications for consideration at the meeting
P20/V3101/FUL – amendment No 1
Demolition and removal of 3 storage units and the erection of a new single storey storage unit (as amended by plans and Flood Risk Assessment received 9 December 2021)
Buckles Yard Drayton Road Sutton Courtenay
Comment: Council has no reason to change or add to its previous comments.

Here Councillor Field rejoined the meeting.

- 2022/011 Reports and updates from working parties
Cemetery working party
(a) The report was received
(b) The plans discussed and it was
RESOLVED THAT the planned proposals were agreed, in principle, subject to further costings being made available
(c) The costings were noted. It was confirmed that these were only very draft costing and liable to change.
- Footpaths and landfill restoration working party
It was discussed and
RESOLVED THAT this working party be disbanded.
The landfill element to be incorporated into the planning working party if formed. Residents to be asked if anybody would wish to join a non

council linked community group in relation to the same. Councillors Atkinson, Daw and Warwick to prepare wording for such a request to go into the Sutton Courtenay News.

Recreational Amenities working party

A verbal report was provided

(a) The plans were noted. These are to be forwarded to Councillors Warwick and Raworth

(b) The grant application was acknowledged. It was

RESOLVED THAT Councillor Atkinson could make any grant applications required to complete the works.

(c) The face to face consultation date was discussed. It was agreed that the date be put back to Saturday 26th February to allow Covid cases to fall. It was further agreed that a leaflet drop be prepared and made to all residents showing the plans, confirming the date of the meeting and other ways to get feedback.

Planning working party

It was discussed and

RESOLVED THAT a planning working part be re-formed.

The purpose of the working party is to review large planning applications and prepare a report for Full Council members to consider the same at a Full Council meeting. Such working group will also deal with landfill restoration issues. Terms of Reference to be prepared. Cllrs Atkinson and Raworth agreed to form this working party.

2021/012 Vale of the White Horse Planning application

A long discussion took place in relation to the timing of such a proposal. It was finally agreed and

RESOLVED THAT the newly formed planning working party would consider the same and report back to Council.

2021/013 HIF updates

The documents forwarded by Councillor Atkinson had been considered. Council agreed that a cap on the level of spending each council is liable for should be in the document as well as the agreed quotation for this phase of the work. It was considered that the Parish Council would have the opportunity to confirm its own particular issues in the individual meetings with each involved Council so amendment to this was not needed.

The clerk is to refer the corrupted document to OCC with a request for an amended document and an extension to the consultation deadline.

2021/014 Neighbourhood Plan

The quotation for the Neighbourhood Plan work was approved.

2021/015 Recreation Ground

(a) No report was provided.

(b) Cllr Daw agreed to be the inspector for the next month

2021/016 Millennium Common

Council reviewed the report prepared by the Committee. It was agreed that the same would be forwarded to the resident with the query for information.

2021/017 Village Hall

The email from the Village Hall Management Committee was considered and it was

RESOLVED THAT the clerk write to the Vale of the White Horse District Council in relation to the possibility of the release of the relevant S106 monies.

2021/018 Correspondence

- (a) 20s plenty campaign – to be passed to NAG to consider.
- (b) Vale of the White Horse District Council regarding deep clean – areas for particular focus include Bradstocks Way, Barratts Way and Tyrells Way, the area from Appleford Road to Culham Bridge and around the recreation ground
- (c) RWE regarding face to face meetings – noted.
- (d) VOWH regarding notice of next years community governance review - noted.
- (e) Resident regarding obstacles on the grass – refer to Highways
- (f) Monitoring officer regarding Code of Conduct – noted
- (g) Abingdon upon Thames Neighbourhood Plan consultation – Noted
- (h) Resident regarding HGV learner drivers in the village – clerk to see who should be notified of the same and report.
- (i) Tree roots – resident to refer to County Council
- (j) Harwell Site Stakeholders Group regarding AGM and consultation on business plan - noted.
- (k) Proposed footpath closures – noted
- (l) TTRO – Drayton Road – noted. Clerk to see if more definite dates can be provided.
- (m) LLC update December 2021 – noted.

2021/019 Matters raised by Councillors

Councillor Atkinson requested confirmation that the CPRE could be provided with anecdotal evidence on the flooding in the village. This was agreed.

2021/020 Date of next meeting

The date of the next meeting will be Tuesday 1st February 2022.