



## Sutton Courtenay Parish Council

### Minutes for the Parish Council meeting held on Tuesday 1<sup>st</sup> March 2022 in the Village Hall Sutton Courtenay commencing at 7.15pm

Present: Cllrs Eileen Daw (Chair), Rita Atkinson, Jason Warwick and Antony Willott (joined later by Cllr Teresa Field and District and County Councillor Richard Webber)  
The Clerk: Helen Savery  
1 member of the public

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- 2022/047     Apologies for absence  
Apologies were received from Councillors Butler, Hemamda, Raworth and Fr Morkos.
- 2022/048     Declarations of Interest  
(a) Councillor Atkinson declared an interest in the planning application at 11b relating to the Sutton Courtenay Primary School. She would not leave the meeting but would not comment on the same.  
(b) There were no written requests for pecuniary interests.
- 2022/049     Admission of the Press and Public  
There were no matters deemed confidential.
- 2022/050     Public participation  
The member of the public confirmed that, in their opinion there has been a misunderstanding regarding the role of the council as custodian trustee of the village hall and the works to be undertaken and that council should support the action. Council agreed to write to support any works.  
  
The member of the public complained about the state of the bridleway 373/24. Cllr Atkinson will walk the bridleway to discuss the same.  
  
The member of the public asked for the documents for meetings to be made public as other councils did. The clerk confirmed that this is not a legal requirement but that the council were looking into it for the sake of transparency going forward.
- 2022/051     Minutes for the meeting held on Tuesday 1<sup>st</sup> February 2022  
It was                             **RESOLVED** THAT the minutes of the meeting were approved as drawn. The same to be signed by the Chair at the next meeting or before if appropriate.
- 2022/052     Clerks notes  
The updates were noted.
- 2022/053     County and District Councillors report  
These were deferred until Cllr Webber arrived.

- 2022/054 Accounts  
 (a) It was **RESOLVED** THAT the payment list be approved for payment.  
 (b) Councillors Willott and Daw were appointed to authorise the payments.
- 2022/055 Training  
 It was **RESOLVED** THAT the clerk may attend the Charity Law course.
- 2022/056 Planning Applications  
 (a) Decisions on previous applications  
 P21/V3271/HH - Variation of condition 2 (Approved Plans) in application P21/V0254/HH  
 4 Town Close Sutton Courtenay  
 Granted: 9<sup>th</sup> February 2022  
 (b) Applications for consideration at the meeting.  
 Application for a Certificate of Lawfulness for Proposed Use or Development (CLOPUD) to upgrade the existing dewatering bays within the highways maintenance depot as set out in drawing 395020-SKA-HGN-Drayton-DR-CH-0021, used to stockpile material that is collected from highway drainage activities and tipped into existing dewatering bays, as shown on drawing 395020-SKA-HGN-Drayton-DR-CH0020, and stockpiled prior to being disposed of. Enable construction of new concrete bays which are offset further into the depot, compared with the existing and incorporate longer bay walls of precast concrete blocks. In addition, a new, easily maintainable drainage system, including a smart filter chamber, will be installed to ensure all gully waste is contained within the de-watering bay extents. Landscaping will be completed in accordance with proposals approved under permission P17/V0865/CM Depot & Premises Divisional Surveyors Offices, Milton Road  
 Comment: No objection  
 P21/V2885/FUL - New perimeter fence against the current site boundary lines. Replace brick wall to carpark with close board fencing taken from the eastern alleyway, to be used to replace the chain link fencing to the western side of the school road entrance.  
 Sutton Courtenay Primary School, Bradstocks Way, Sutton Courtenay  
 Comment: No objection  
 P22/V0174/FUL - Proposed extension to workshop 2. In addition Workshop 2 is being reclad and re-roofed. Extension to hardstanding area to give access to the new extension.  
 Pipaway Engineering Ltd Milton Road Drayton  
 Comment: No objection  
 P22/V0260/HH - Addition of artist's garden studio

Jordans Barn Drayton Road

Comment: No objection but request condition that studio cannot be used as a dwelling.

*Here Councillor Field joined the meeting*

P22/V0320/HH - Demolish the existing rear conservatory and erect a single storey rear extension.

25 High Street Sutton Courtenay

Comment: No objection

2022/057

Reports and updated from working parties

(a) Finance and General Purposes Working Party

It was discussed and

**RESOLVED** THAT the procurement card should be obtained for use by the clerk for everyday expenses.

(b) Recreation Amenities working party

(i) It was **RESOLVED** THAT the ASA invoice be approved for payment.

(ii) A verbal update was provided to Council, based on the written notes prepared since the agenda was issued. Resolutions to be made at an EGM of the council in relation to the MUGA fence and skate park following receipt of the quarterly inspections and Cllr Butler's inspections the previous month.

Cllr Daw confirmed that she would carry out the play area inspections for the next month.

(c) Art Trail

(i) It was **RESOLVED** THAT the invoice was approved for payment.

(ii) A verbal report was provided to Council

(d) Planning Matters working party

A verbal update was provided, an EGM would be called to make resolutions relating to the update.

*County and District Councillor Webber entered during the above agenda item. The deferred agenda items were taken at this point.*

2022/058

County Councillors report

Councillor Webber updated the council on the meeting he had attended in relation to the bridge crossing "HIF" meeting. This will be heard at the June planning committee meeting and not the April one.

Councillor Atkinson and Willot raised a query regarding whether, if the application was significantly amended, whether a second consultation would be required and when consultees would be advised of any amendments given the work being done by the joint parish council committee and the costs being incurred. Cllr Webber to raise the issue and report back.

Councillor Field requested an update on the Drayton Road buildout. She confirmed that a resident of the road she had received no consultation

as yet. Cllr Webber to chase the same. It was commented that the County and District Councils need to work together on this to prevent applications which would be affected by the buildout to be granted by the District Council prior to the County Council application being submitted.

- 2022/059 Annual Parish Meeting of Electors  
It was agreed that given that this be held prior to the April Parish Council meeting on 5<sup>th</sup> April 2022 at 7.00pm.
- 2022/060 Correspondence  
(a) Email from resident regarding Millennium Common report and draft response wording – approved to send.  
(b) Minutes from the FCC/Hanson Community Liaison Group meeting of 10<sup>th</sup> January 2022 – noted.  
(c) Email from the Vale of the White Horse regarding renaming of property – noted.  
(d) Culham Neighbourhood Plan – boundary map – noted.  
(e) Local Transport and Connectivity Plan consultation – noted.
- 2022/061 Neighbourhood Plan  
It was **RESOLVED** THAT the invoice be approved for payment.
- 2022/062 Matters raised by Councillors for information  
Councillor Warwick suggested that a digital infrastructure working party be formed. This to go onto May's agenda when working parties are considered.  
  
Councillor Willott suggested that the Council should consider what the views of the Council as a body are in relation to matters of sustainability etc, to assist in discussions regarding planning applications.  
  
Councillor Atkinson confirmed that the Neighbourhood Plan was nearly ready for council approval.
- 2022/063 Date of next meeting  
The date of the next meeting will be Tuesday 5<sup>th</sup> April 2022 at .7.15pm.