

SUTTON COURTENAY PARISH COUNCIL

A meeting of the Parish Council was held in the Village Hall, Sutton Courtenay on Tuesday 2nd April, 2019 at 7.30 p.m.

Present: Councillors: Rita Atkinson, Christopher Campbell, Jennifer Corrigan
Karl Gebhart, David Hignell, Martin Howell, Michael Jenkins (Chairman),
Claire Myerson
Clerk: Mrs. L. Martin
Cllr. Gervase Duffield (Vale of White Horse District Council), Cllr. R. Webber
(Oxfordshire County Councillor)
2 members of the public

- 2019/78 Apologies for absence
Apologies for absence had been received from Cllrs. David Butler and Ms. Teresa Field.
- 2019/79 Declarations of Interest
There were no declarations of interest at this point in the meeting. Cllr. Jenkins during the meeting declared an interest in the planning application P19/V0706/D Removal of section of off site discharge pipeline Churchmere Road to Appleford Road.
- 2019/80 Minutes of the meetings held on 5th March, 2019
These were agreed and signed as a true record of the proceedings.
- 2019/81 Matters Arising from the Minutes of the meetings held on 5th March, 2019
- Appleford Road – Relocation of speed limit sign
This had been referred to the County Council
- Village Green – Drains
Council noted that the drains had been cleared
- Milton Road – Bus Shelter graffiti
A second quotation had been received, and a contractor selected and instructed, in accordance with the delegated powers agreed last meeting.
- Appleford Rail Station – Sunday Train Service
A letter had been written to the Appleford Rail Group to support the restoration of the Sunday train service at Appleford station.
- Didcot Garden Town Board
The Council's latest letter regarding a seat on the Board had been acknowledged and a response would be given as soon as practicable, given the election process.
- River – Boat mooring
The matter of long term mooring was being investigated by the

Environment Agency and planning enforcement at the Vale of White Horse District Council.

Neighbourhood Plan – Landscape and Character Appraisal

A member queried whether these had been completed as the minutes of the March meeting had recorded that the draft of the landscape and character appraisal would be available on 18th March. The Council's representatives on the steering group said a response to that question would be given under the agenda item relating to Neighbourhood Plan.

2019/82

Public Participation

Neighbourhood Plan – Community Consultation Workshop 2nd March

Reference was made to what was considered to be poor advertising of the Consultation Workshop, and the comment at the last Council meeting that the Chairman would raise the matter at the steering group meeting. Cllr. Mrs. Atkinson confirmed that the matter had been discussed by the steering group, and it was aware of concerns that the public did not realise there was a presentation of the results of the survey. Leaflets about the event had been posted through the doors of all households and the intention had originally been for a short introduction. Information about the survey and the results, as well as the minutes of the Consultation Workshop event on 2nd March, were on the Parish Council's website. The public queried whether there was the relevant information on the website. Members checked, during the meeting using their mobile phones, and confirmed that the information requested was on the Parish Council's website, and indicated to those present, the relevant sections and where to find the documents. A query was made regarding a recording of the Consultation event being available for the public. The Chairman confirmed there was no recording as such of the meeting which was available to the public, but the written minutes were on the website.

A further query was raised regarding a statement in the April edition of Sutton Courtenay News saying that Sutton Courtenay was at saturation point, and that the neighbourhood plan would not allocate housing sites. The member of the public believed this not to be correct, and was concerned that there was a mindset that if the parish was at rock bottom as far as housing was concerned then the parish would be fine. The Chairman confirmed that the survey revealed that residents would accept infilling, but no new large sites.

2019/83

District Councillor's Report – Cllr. Gervase Duffield

Science Bridge – A meeting had taken place but there was no decision as yet

Road network / Expansion – The Council was encouraged to think about the combined long term effect of local proposals such as the Oxford/Cambridge Expressway, the threatened million houses, the housing proposal for Culham, the authorised funding for the new bridge across the river Thames and the expansion of Didcot. A question mark for the overall pattern of development was raised.

Elections - Cllr. Duffield confirmed that he would not be seeking re-election to the District Council in May, and placed on record his thanks to the Council for being helpful and co-operative in joint working for the community and his thanks to the Clerk for keeping him informed.

2019/84

County Councillor's report – Cllr. Richard Webber

Housing Infrastructure Fund – Funding has been provided in the Chancellor's Spring Statement for local road improvements. The allocation of funds may affect the County Council and its position on housing, should new roads in the locality be built.

Oxford Cambridge Expressway – At a meeting of the County Council on 2nd April out of 63 councillors only 4 were pro expressway. A motion for proper consultation was successful, although a motion to object was lost on the basis that there was a need to talk to Government in the first instance.

Climate Change – The County Council had signed the Declaration of Climate Emergency, and had therefore committed to reducing carbon footprint by 2030. A commitment firstly by individuals, then organisations and larger bodies produced the required upward pressure for results.

2019/85

Cllrs. Webber and Duffield left the meeting at 7.50 p.m.

2019/86

Proposed River Crossing

Council noted a response from the County Council. At the time of the response, a bid had been made to Government to secure funding for the Didcot Transport Improvements (widening of A4130 from Milton Interchange towards Didcot, Science Bridge, Culham to Didcot river crossing and Clifton Hampden Bypass. If secured, the next stage was to work on the detailed design for each scheme. As part of the process and to go through planning consent consultation would take place on each scheme separately. If funding became available the programme for each scheme would be looked at and the required public consultation considered. Members expressed concern with this. It was noted that perhaps the response had been poorly worded, but it appeared that whilst it was thought that the first stage consultation had been defective and would be re-done, this was not the case. Questions were raised as to how work on the detailed design could be undertaken when it was not known what the preferred option was. The pros and cons of each scheme had not been considered, and plans had not been in the public domain. It was not clear where the options would connect in regards to the river crossing and Clifton Hampden Bypass. Any feedback on the first consultation was not available. A previous statement that the earlier consultation was inadequate and would be re-done seemed no longer relevant.

RESOLVED:

that a letter of vigorous objection be sent to the County Council enquiring as to

what information was currently available regarding the river crossing, and seeking clarification as to how a decision was reached, what the criteria for assessment were, and what were the results of the assessment for other sites.

2019/87

Matters Raised by Members for information
George and Dragon Public House - Lighting

A report was given that the lighting at the George and Dragon Public House was still causing a problem and dazzling drivers. A letter had been written to the tenant, but as he had recently left, it was thought that another letter needed to be sent. An "A" frame advertising board had been laid on the village green on its side and could damage the grass. The Clerk was asked to also include a statement that advertising was not permitted on The Green.

Village Green

There was a "no parking" notice on The Green which was not legible, also a post without a sign on it. Discussion took place on how fines were imposed and changes to the sum involved. A new Council, after the elections, would need to look at the village green signage, and review fines for breaches, such as parking on the green. The Clerk confirmed that Falcon Signs had been approached regarding the "no parking" sign for the Green and the Recreation Ground

The posts around the green would be repaired or replaced in the near future. Comments were made that the white lining to indicate parking spaces had been successful, and drivers were no longer blocking accesses. The area needed to be swept regularly to keep leaves away. The clearing of the drain gulleys too had been successful, and there was now improved drainage, and people did not get wet feet when getting out of cars.

Defibrillator

It was reported that there was likely to be a slight shortfall in available expenditure for the defibrillator. Quotations from electricians were being sought. This would be an issue for the new Council.

High Street – markings

Questions were asked as to why the High Street was covered with paint markings. It was thought to be Thames Water. A presentation on drainage plans for the village had been expected at the March meeting, but had been delayed. It was anticipated that a report from them would be available soon.

Village Green - parking

It was suggested that if there was no action or prosecution for parking on the village green then it should be made more difficult to access the green. Support was for repairs to the posts.

Sutton Courtenay Primary School – Academy

It was reported that Sutton Courtenay Primary School was now an Academy.

Barretts Way – Parking and garage block

Questions were asked as to the progress on measures to ease parking congestion. The Clerk reported that Sovereign Housing Association had confirmed that they had a quote for creating parking areas at Barretts Way in front of the flats, and had submitted an estate improvement bid to their Senior Management Team who approved all 2019/20 estate improvements proposals across Sovereign's operation areas. The Vale of White Horse District Council which owned land opposite had outsourced its estate function along with 4 other councils with whom it had entered into a joint contract. The contract had ceased and the Vale of White Horse District Council was setting up an estates section internally who would consider converting an open amenity area into parking.

2019/88 Police Matters
There were no matters raised

2019/89 Planning Applications

a) Decisions on previous applications

P19/V0003/LDP works comprising rear extension, front porch, insulation and rendered finish, replacement windows.
Confirmation that the proposal falls within Classes A and D of Part 2 of Schedule 2 of the Town and Country Planning Act 1990 and Certificate of Lawful Development to be granted 1st March, 2019

P18/V3158/HH Re-align pitch and unify roof to East side of property to create covered walkway and adjust wall to enable access.
13 Brook Street
Permitted 6th March, 2019

P18/V2839/HH Proposed retrospective application for consent for a 2.4 high close board boundary fence
Mill House, Appleford Road
Permitted 21st March 2019

P19/V0170HH Single storey conservatory to the rear
58 Lady Place
Permitted 14th March, 2019

P19/V0244/LB Installation of new structural members within rear barn to supporting existing walls, floor and roof structure
4 Church Street
Permitted 27th March, 2019

P19/V0086/HH Single storey rear and single story rear and side extension
16 Appleford Road
Permitted 1st April, 2019

P19/V2771/LB Part conversion of existing outbuilding to create independent unit

Buckridges, 13 High Street
Permitted 28th February, 2019

P18/V2770/FUL Part conversion of existing outbuilding to create independent unit.

Buckridges, 13 High Street
Refused 28th February, 2019

Appeal APP/V3120/W/3214090 conversion of agricultural building to dwellinghouse

Peewit Farm, 95 Drayton Road
Dismissed 26th March, 2019

b) Applications dealt with prior to the meeting

P19/V0205/HH Erection of car port
83 Drayton Road
Comments: The Council had no objection

P19/V0525/HH Demolish existing garage in rear garden and erect single storey rear extension. Change existing rear facing bedroom window to Juliet balcony. Render front and side elevations

58 Milton Road
Comments: Council had no objections

c) Applications considered at the meeting

P19/V0619/HH 30 Harwell Road
Erection of flat roofed garage to side of existing bungalow
This application had been withdrawn, and was therefore not considered by Council.

P19/V0420/HH Removal of existing conservatory and construction of single storey extension

125 Drayton Road
Comments: Council had no objections

P19/V0572/HH Single storey rear extension

Jasmine Cottage 6 Abingdon Road
Comments: Unneighbourly and dominant, residents at Lavender Cottage would feel hemmed in with sunlight cut out. There was flooding in the area yet the Environment Agency had not been a consultee. More development might impact on the parking, and there were no drawings to indicate how parking was to be sorted. It was a general overdevelopment of the site.

P19/V0573/HH Single storey rear extension

Rosemary Cottage, Abingdon Road
Comments: Unneighbourly and dominant, residents at Lavender Cottage would feel hemmed in with sunlight cut out. There was flooding in the area yet the Environment Agency had not been a consultee. More development might impact on the parking, and there

were no drawings to indicate how parking was to be sorted. It was a general overdevelopment of the site.

P19/V0539/HH Erection of two storey and single storey extensions to existing dwellinghouse and associated alterations including replacement of existing roof

14 Abingdon Road

Comments: Council had concerns in that times of flood, water currently went between the house and garage, and water flow would be impeded in future. The Environment Agency had not been invited to comment.

P19/V0702/LB Minor proposal to supplement existing listed building consents

Tudor House, 20-22 Church Street

Comments: Council had no objections

P19/V0580/HH and P19/V0581/LB Demolition of rear projection. Erection of new two and single storey extensions. Insertion of new window on west elevation. Removal of brick wall.

Cross Trees, 1 Church Street

Comments: Council had no objections

Cllr. Jenkins declared an interest in the following application

P19/V0706/D Removal of section of off site discharge pipeline

All Saints Lane (between Churchmere Road and Appleford Road)

Members suggested that photographs of All Saints Lane, particularly the Council's land in that location, be taken before and after.

Comments: Council had concerns regarding the closure of Appleford Road and any impact on traffic movements, and that trees along All Saints Lane could be affected.

2019/90

Neighbourhood Plan

Council received a report from its representatives on the steering group. At the last meeting of that group there had been discussion on the Plan document and the format that it should take. Templates were being assessed to see which would best fit the Sutton Courtenay data.

Landscape and Character appraisals had been carried out, but by different people who were in contact with each other to co-ordinate their findings. The date of 18th March was not a milestone of delivery, but of feedback to the steering group. Discussion had taken place at the steering group meeting regarding workshops for the appraisals and presentations to the steering group from those undertaking the appraisals. The neighbourhood plan officer at the Vale of White Horse District Council was being approached for guidance on the inclusion of areas within the parish, but outside of the neighbourhood plan boundary, and information as to housing need. Consideration was being given as to a current traffic survey or the use of the survey previously undertaken by the County Council. Threads were being drawn together and a start made on drafting policies.

A member made comments regarding governance and as the document would be a community neighbourhood plan, suggested having a template status report which could be regularly updated and uploaded to the website. This comment was noted.

2019/91

S.106 Arts Funding

The members of the working party summarised a meeting with Abigail Brown, arts officer at the Vale of White Horse District Council. Discussion had taken place on the history to date, article in Sutton Courtenay News requesting suggestions from residents for ideas, and the agreed projects ratified by Council in the Summer of 2018 (village trail, stained glass window for the Church community room, and youth arts project in the recreation ground). It had been thought that trail items in stone, to be long lasting, would be of benefit. Abigail Brown was preparing a brief for the artist, and work was being undertaken with the Damascus Youth Project in regards to the recreation ground artwork and feeding into the village trail. Once the artist's brief had been accepted, probably at the May meeting, the timetable to progress items to completion, other than the stained glass window for the Church room, was approximately one year.

2019/92

Recreation Ground

Cllr. Rita Atkinson had undertaken checks within the recreation ground. She reported on her findings. The posts in the multi-use games area on the side facing Old Wallingford Way were in need of repair or replacement, and the join line in the rubber surface in the toddler area was splitting with weeds coming through. The Clerk was pursuing quotations for the multi-use games area posts, and would ask the handyman to deal with the weeds

Council noted that a meeting was being arranged with the Police PCSO to discuss cctv and security at the car park.

Council considered a request from Sutton Courtenay Football Club to hold a 6 aside tournament on Saturday 8th June between 11-30 a.m. – 4.00 p.m. This was when the Cricket Club had priority use of the area. Council had no objections provided the cricket club agreed. The Chairman would speak to the Chairman of the Football Club

RESOLVED:

that permission be granted to Sutton Courtenay Football Club to hold a 6 aside tournament on Saturday 8th June provided a risk assessment and insurance were in place, and there were no objections from the Sutton Courtenay Cricket Club

2019/93

Correspondence

a) Oxfordshire County Council Road Closures:

- (i) Harwell Road for approximately 6 days from 25th May to allow for gas main replacement works.
- (ii) Church Street for approximately 5 days from 20th May during off peak hours (9.00 – 15.00) to allow for structural patching.
- (iii) All Saints Lane – Bridleway 373/7 Churchmere Road to Appleford Road for approximately 6 weeks to allow for removal of section of redundant underground discharge pipe.

b) MEPC Liaison Committee meeting 9th April at 10.00 a.m. on Milton Park

- c) Harwell Stakeholder Group meeting Thursday 25th April at 10.00 a.m. in the Satellite Applications Catapult, Fermi Avenue, Harwell Campus
- d) Ridgeway Events Calendar
- e) Police Crime Commissioner Report
- f) Thames Valley Air Ambulance – Invitation to send two representatives to a “Thank You “ event at The Rectory Rooms, Chinnor RFC, Thame on Friday 26th April 2.00 p.m. – 4.00 p.m. in appreciation of support during 2018. Regrettably no member could attend. The Clerk would send apologies on behalf of the Council.
- g) OALC Circular for March
- h) Fly the ensign for Merchant Navy Day 23rd September.

2019/94

Accounts

Council noted the cheques to be signed and authorised payments totalling £ 4222.35 in respect of administration costs, dog waste bin emptying, and first stage repairs to village green posts. This work had not been fully completed and the Clerk would retain the cheque until it had been.

Cllr. Rita Atkinson stated that she had purchased refreshments for the Neighbourhood Plan Consultation Workshop event and would submit receipts for reimbursement of the cost.

2019/95

Items for inclusion in Sutton Courtenay News

The Clerk would prepare an article for the next issue of Sutton Courtenay news. This would include the Chairman’s report for the annual meeting of electors, and reference to the Council’s website and the useful information that it contained.

2010/96

Date of Next Meeting

A Parish Council election was due on Thursday 2nd May and if it were uncontested, the first meeting of the new Council would be held on Tuesday 7th May, but if it were contested, then a future date would be agreed. The Chairman placed on record his thanks to the outgoing District Councillor and Parish Councillors, and confirmed too that the Clerk continued to press Thames Water to attend a future meeting regarding the drainage plans for the parish.

The meeting closed at 9.10 p.m.

Signed Date