

SUTTON COURTENAY PARISH COUNCIL

A meeting of the Parish Council was held in the Village Hall, Sutton Courtenay on Tuesday 2nd July, 2019 at 7.00 p.m.

Present: Councillors: Rita Atkinson, David Butler, Jennifer Corrigan, Michael Jenkins (Chairman), Merouan Hemamda.

Aron Wisdom, Principal Infrastructure Planner, Oxfordshire County Council
Cllr. Richard Webber (County Councillor and District Councillor)

Clerk: Mrs. L. Martin

20 members of the public

Joined by Parish Councillor Eileen Daw

Prior to the commencement of formal business, Mr. Aron Wisdom provided information in regards to the proposed new river crossing. From 2013 with speculative and planned growth in the area, the County Council, in partnership with the District Councils, had looked at a number of options for relieving transport stress points on the highway. The County Council had built its own microsimulation model for the Didcot Garden Town area, and simulated cases for the river crossing. The Government's Housing Improvement Fund became available, and the County Council, along with 70 other councils, had lodged a bid for funding. It was awarded £218 million out of a £234million scheme. Initial transport schemes were examined in the Local Plans, and were consulted upon in 2018. The County Council was now developing the schemes and formal and statutory consultation would follow.

Parish Councillor Eileen Daw joined the meeting.

Various questions on transport modelling, housing numbers, and employment were raised, as well as modelling for human behaviour, which was impossible to do accurately. If the forecast models needed to be re-written, then an approach to the Department of Transport would be required. Mr. Wisdom confirmed that the HIF funds had to be spent by 2024, and that the new river crossing scheme was not part of the Oxford Cambridge Expressway proposals. Matters were at the early stages of development, but Mr. Wisdom confirmed he would check to see what further information could be released to the Parish Council, particularly the risks identified as being associated with the project. He confirmed that the Milton Park's 2040 vision had not been included in the modelling, but the Local Development Order area had.

The Chairman thanked Mr. Wisdom for attending, and emphasised that the Parish Council did not want to be consulted after discussions had been concluded, but wished to be included from an early stage.

Mr. Wisdom and 15 members of the public left the meeting at 7.50 p.m.

- 2019/175 Declaration of Acceptance of Office
Merouan Hemamda, having been co-opted at the last meeting, had signed his Declaration of Acceptance of Office before commencing as a Councillor.
- 2019/176 Apologies for Absence
Apologies for absence had been received from Teresa Field
- 2019/177 Declarations of Interest
There were no declarations of interest.

- 2019/178 Minutes of the meeting held on 4th June, 2019
 Cllr Jennifer Corrigan stated that minute 2019/158 2002 Festivities had been incorrectly recorded. It stated that she had found slides and would arrange for these to be digitised. She had in fact been given slides and would not arrange for them to be digitised
 The minutes in all other respects were accepted as a true and accurate record of the meeting.
- 2019/179 Matters Arising from the Minutes of the meeting held on 4th June, 2019
Appleford Road – Relocate 30 mph sign / VAS
 Council noted that the relocation of the 30 mph sign would be carried out as part of the housing development phase 2 works, and was being handled by the County Council’s Roads Agreement Team. Cllr. Webber was asked to monitor the situation.
- 2019/180 Public Participation
Conduct at meetings
 A member of the public stated that at the last meeting the public had made a statement that there should be no cross talking, and addressing the meeting by councillors should be through the Chairman. They stated that the chairman had confirmed this, but such confirmation had not been shown in the minutes.
Appleford Road – bus stop area approximately opposite The Fish Public House
 It was reported that the concrete bus waiting area in the verge and tree growth in the vicinity needed cutting back.
- 2019/181 County Councillor’s and District Councillor’s report – Cllr. Richard Webber
County Council matters
Openness and transparency
 There were concerns regarding the openness and transparency in principal councils, and that Oxfordshire County Council had signed a confidentiality agreement with Central Government regarding the funding of the Oxford Cambridge Expressway. There should be a requirement for the public to understand how it was funded. Cllr. Webber had visited Cambridge and engaged with the politicians. There was much congestion at the Oxford end, and there was little confidence that problems could be resolved by the Expressway, although there were recognised improvements at the Cambridge end.
Growth Deal and Growth Board
 Political changes at District Councils following election had put the growth deal in doubt. Changes in planning, to avoid piecemeal planning were being proposed. The Growth Board had a useful function to perform.
District Council Matters
Local Plan
 If the District Council started again with the Local Plan, the 5 year land

supply would be reduced to 1 year. The Inspector dealing with the Oxford City Plan has announced that the Oxford City housing figures were wrong. This has an effect on the Vale of White Horse figures, as those included some of the housing requirement needed to be provided by Oxford City. The Vale of White Horse District Council was progressing cautiously.

The river crossing funding had to be spent by 2024, yet the next Local Plan went to 2031.

Neighbourhood Plan

There were 40 neighbourhood plans within Oxfordshire. An organisation had been established to support parishes with neighbourhood plans, and it was suggested that Sutton Courtenay access the organisation in due course.

Sutton Courtenay Forum

Cllr. Webber was trying to arrange for the Forum to continue in some form. He would chair the meetings if necessary.

Questions were put to Cllr. Webber. A point was made that if Oxford City Council's figures were wrong then the original figures, and how they, and the current figures were arrived at, should be considered.

2019/182

Oxfordshire County Council - Proposed River Crossing

Council discussed general points from the presentation. Points noted were:

The need to be realistic in regards to modelling

Restrictions over the Sutton bridge

Consideration of any link between the Oxford Cambridge Expressway and the river crossing needed to take place

Clarification about the dates for construction was required, when the cut off point for funding was in about 4 years time.

A project plan was required

Consideration should be given to a By Pass for Appleford and Sutton Courtenay.

Consultation on the river crossing scheme should be at the earliest opportunity, and not regarded as a done deal.

A member of the public wished to raise a point.

RESOLVED:

that an opportunity be afforded to the public to make a statement

A member of the public stated that the Expressway would generate more traffic in the area, particularly going to Harwell Science areas. and asked for clarification about the route. Council noted the comment, and the Chairman advised that the precise route of the Expressway was not known, and only a "corridors" where further studies were taking place were known.

2019/183

Didcot Garden Town Board

Council noted that a meeting of the Vale of White Horse District Council's Cabinet was due to be held on 12th July, when the

arrangements for the governance structure were due to be ratified. Council was not satisfied that the responses received from the District Council, which just indicated that the governance structure now proposed was different from the original intention when local parishes had a representative on the Board. Council discussed making a statement at the Cabinet meeting.

RESOLVED:

that Cllr. Rita Atkinson attend the Cabinet meeting on 12th July and make a statement on behalf of the Council.

2019/184

Matters raised by Councillors for information

OALC – Circular – Training for new Councillors

Cllr. Jennie Corrigan stated that she wished to attend the training for new members.

Tree Charter

Reference was made to the Tree Charter and mass tree planting on 30th November. It was asked whether there was space within Sutton Courtenay, possibly the millennium common. The Clerk would approach the Chairman of the Millennium Common committee and seek further information.

Defibrillator

A member referred to the fact that an invoice for the defibrillator for installation outside of The Fish public house had been received, and the project could now go ahead.

The Weirs – Boat's diesel engine

A diesel engine had been left on the river bank close to a boat. Questions were asked as to whether this could be removed.

Footpath 27 – Removal of discharge pipe

Comments were made regarding footpath clearance, as pipes were sticking out, and the area was in need of compacting. Members were unsure what was happening with the area.

Footpaths

Reference was made by a member that whilst walking the footpaths in the Hobbyhorse Lane area, that people not appropriately dressed for the weather had been seen acting suspiciously. This would be monitored, and reported to the Police.

Appleford Road – Bus Stop

The area where the bus stop was located was overgrown. Residents were put off using the buses. A pedestrian crossing near the bus stop was suggested.

2019/185

Police Matters/Neighbourhood Action Group Matters

There were no matters arising.

2019/186

Planning Applications

a) Decisions on previous applications

P18/V2277/FUL Development of Data Centre campus comprising two data centre units, back up diesel generators, storage of diesel, erection of sub-station, landscaping and car parking
Permitted 14th June, 2019

P19/V0769/HH Alterations to front to extend bedroom and relocate bathroom
139 Drayton Road
Permitted 20th June, 2019

MW.0127/16 Allow removal of material by haul road in place of conveyor and change to order of phased working
Bridge Farm Quarry
Withdrawn 4th June, 2019

MW.0039/19 Erection of 3 ISO containers for the storage of equipment, tools and spare parts
Waste Transfer Station, Sutton Courtenay landfill area
Permitted 20th June, 2019

MW.0097/18 Part change of use to allow development of a building materials hub, import and storage of primary and secondary aggregates, with related and pre packed building and cement based products prior to onward distribution
Hanson Aggregates Site, Sutton Courtenay
Permitted 13th June, 2019

b) Applications dealt with prior to the meeting

P19/V1188/LB Replace existing floor standing boiler with condensing boiler
The Old New Inn, 44 High Street
Comments: Council had no objections provided any new flue did not impact on the users of the public footpath to the South, or impact on the listed building and conservation area.

c) Applications considered at the meeting

P19/V1472/FUL Variation of condition 4 of P15/V1304/O to substitute amended plan (alternative route for road through the site) for the approved parameter plan
Mixed use redevelopment comprising 400 dwellings, Class A1, A3/A4, B2 and B1 and C1 hotel with link road, related open space, landscaping and drainage infrastructure and Science bridge.
The Clerk was asked to make enquiries about s. 106 and/or CIL from the development.
Comments: Council had no objections to the relocation of the road.

MW.0074/18 Notice of submission of further information accompanied by Environmental Statement (Reg25 T & CP (EIA) Regs
Fullamoor Plantation – Quarry Proposal, Clifton Hampden
Hills Quarry Products Ltd

The impact on Sutton Courtenay was the same, and the view of the Council was as previously stated

Comments: The view of the Parish Council had not changed. Council supported the views of the parishes most affected by the application. The road network in the vicinity was congested and in the case of Sutton bridge at capacity at certain times of the day. Council requested a routing agreement consistent with those on the Sutton Courtenay gravel extraction and landfill sites.

2019/187

The Bridge, Abingdon – Annual General Meeting 13th June, 2019

Cllr. Rita Atkinson gave a report on the Annual General meeting of The Bridge that she had attended. The organisation had been nominated for an award by Abingdon Town council and had been successful. In addition Gary Hibbins, Manager at The Bridge, had been recognised by the High Sheriff of Oxford for an award.

2019/188

Magnox Restoration of footpaths

Members had previously raised the issue of footpath 27 now being very wide, and vehicles could get down it. The Clerk advised on the powers of a parish council in regards to a footpath. A closure order was about to commence as further works were required. Information as to the restoration of the footpath 27 was expected.

It was noted that the land in All Saints Lane belonging to the Parish Council had been used for storage of materials required. The Chairman would remind Magnox that it should be restored as soon as possible.

RESOLVED:

- (i) that should action on the footpath be required, then the Clerk in consultation with Cllr. Riata Atkinson progress the matter.
- (ii) that an article be placed in Sutton Courtenay News advising that if there are any concerns regarding the state of the footpaths following restoration, then the County Council's footpaths Officer should be contacted.

2019/189

Neighbourhood Plan

The draft reports on the character and landscape were available. The Greenspace assessment was awaited, and was likely to be available at the end of September. There was a need to join the reports.

Payment for the reports was discussed.

RESOLVED:

- (i) that the terms of the quotations be reviewed to see if payment at the end of the submission of the final report had been agreed, or whether an interim payment was possible.
- (ii) that an interim payment be

negotiated, if permitted within the quotation terms, for work already undertaken

- (iii) that any interim payment not exceed 80% of the total sum due
- (iv) that the agreement of an interim payment be delegated to the Clerk in consultation with Cllr. David Butler

2019/190

Recreation Ground

The springy bike which was loose now appeared satisfactory. The edging of the safety surface was coming away, and shrinking back from the wooden edge. The litter bin was overflowing. The Clerk would check the frequency of the emptying, and it should increase during the Summer months. The cricket sight screens were in the hedging and were in need of clearing. Cllr. David Butler would speak to the Cricket Club. It was reported that the recreation ground was generally in need of an upgrade. A meeting of the working party would be required, then meetings with the Cricket Club and Football Club could take place, to develop a strategy. Once the strategy was clear, then support could be sought from the Oxfordshire Playing Fields Association who had offered to meet with Members.

Cllrs. Mermouan Hemamda and David Butler requested to join the working party.

Council considered the quotation for the replacement posts at the Multi-Use Games Area, and for the CCTV equipment and installation. It was suggested that the police be asked for data for recorded incidents in Sutton Courtenay.

Council noted that Hot Air Balloon launching was postponed owing to the weather conditions which were not suitable for flying

RESOLVED:

- (i) that Councillors Merouan Hemamda and David Butler join the Recreation Ground working party
- (ii) that the quotation in the sum of £1000 be accepted for the replacement posts
- (iii) that the recreation ground working party look at security when considering the redevelopment of the recreation ground.
- (iv) that the football club be advised that the cctv would be reviewed in due course

2019/191

The duration of the meeting had been 2 hours and Council resolved to suspend standing order no. 1a in order to allow business to be continued.

2019/192

Correspondence

- a) Studio Theatre Club Advertisement for “London Assurance” at Unicorn Theatre 17th -20th July
- b) Letter of thanks from Damascus Parish for the grant awarded for River room
- c) Trailer Training UK – Safe Towing Campaign. Invitation to join the campaign and help advertise safe towing
- d) Nuclear Decommissioning Authority – Invitation to regional event London 16th July, at 10.30 a.m.
- e) Oxfordshire County Council – Invitation to Open Day at the County’s Drayton Depot on Saturday 20th July, at either 10.00 a.m. or 1.00 p.m.
- f) Keep Britain Tidy – Love Parks week 12th - 21st July
- g) Oxfordshire County Council – Public Transport Representatives Meeting 1.30 p.m. 3rd July at County Hall Oxford
- h) Oxfordshire County Council - Notification of night time closures of Stert Street Abingdon between 22nd July - 26th July for new water main connections
- i) Ridgeway Officer – Ridgeway Summer newsletter
- k) Oxfordshire Community First – AGM 19th July Heyford Park, Upper Heyford at 11.30 a.m.
- l) Oxfordshire Association of Local Councils – AGM Warwick Hall, Church Green, Burford Monday 1st July at 7.30 p.m. (refreshments 7.00 p.m.)
- m) Vale of White Horse District Council – Chairman’s Community Awards - Lunch for Award recipients Sat 28th September. Deadline for receipt of nominations

2019/193

Accounts

Council considered the Internal Audit Report and Observations of the internal auditor. These related to the order of approval of the Governance Statements and Accounting Statement, and detailed publication of the External Audit report and Notice of Conclusion production of the original signed employment contract with the Clerk, regular review of asset register, and inclusion of any petty cash details within the AGAR account statement.

The website had been redesigned and was with a new host company as from February 2019. Not all documents had been carried forward.

RESOLVED:

- (i) that the Internal Audit Report and Observations be noted.
- (ii) that a separate minute recording the approval of the Governance Statement prior to the Accounting Statement be recorded in future
- (iii) that the External Audit Report and Notice of Conclusion of Audit be added to the website for 2018/19.
- (iv) that the External Audit Report for 2017/18 be added back onto the new website.

- (v) that no action be taken in regards to the Clerk's contract, as the Clerk was leaving the Council's employment.
- (vi) that the asset register be reviewed on a regular basis.

2019/194 Items for inclusion in Sutton Courtenay News
 The Clerk would prepare an article for the next issue of Sutton Courtenay news. This would include reference to the River Crossing Report following the discussion with Aron Wisdom, Principal Infrastructure planner at the County Council, Appleford Road bus stop and the Parish Council action that was being taken, the Tree Charter and tree planting on 30th November, should residents wish for trees to be planted.

2019/195 The Chairman moved in accordance with standing order 1c that in view of the confidential nature of the business about to be transacted it was advisable in the public interest that the public be temporarily excluded and they should be instructed to withdraw

RESOLVED:

that in view of the confidential nature of the business about to be transacted, that the public and press be temporarily excluded to permit discussion on appointment of new Clerk, uses of village green, and allotment uses at the village hall site.

2019/196 Part II
 Council discussed the appointment of a new Clerk and

RESOLVED:

that Helen Savery be appointed Clerk with effect from 1st September.

Council discussed the use of the village green area near to the George and Dragon public house

Cllr. Rita Atkinson declared an interest in the following item
 Council noted information from the Village Hall Management Committee, that action may follow in regards to breaches of the allotment tenancy agreement.

2019/197 Date of Next Meeting
 Council agreed that the next meeting of the Council would take place on Tuesday 3rd September, 2019, at 7.15 p.m. in the village hall.

The meeting closed at 10.00 p.m.

Signed Date