**Minutes for the Parish Council Meeting held on Tuesday 3rd September 2019 at the Village Hall, Sutton Courtenay at 7.15pm**

Present: Councillors: Michael Jenkins (Chair), Rita Atkinson, Eileen Dawe, Merouan Hemamda, Teresa Field, David Butler.
Clerk: Mrs L Martin
Clerk Designate: Mrs Helen Savery
7 Members of the Public

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2019/198 Apologies for Absence
Apologies for absence were received from Councillor Jennifer Corrigan

2019/199 Declarations of Interest
(a) From Councillors: Councillor Teresa Field declared an interest in Agenda Item 13(c), Planning Permission P19/V1746/HH.
(b) Written requests for dispensations for disclosable pecuniary interests: None received
(c) To grant any requests for dispensation as appropriate: None applicable

2019/200 Vacancies for Members on the Parish Council
There was one application from Simon Lazare.
The application was accepted unanimously and

RESOLVED nem con:
that Simon Lazare be co-opted to the Council to fill one of the vacant seats remaining after the election in May.

2019/201 Declarations of Acceptance of Offer
Simon Lazare having been co-opted onto the Council, signed his Acceptance of Offer.

2019/202 Minutes for the Meeting held on Tuesday 2nd July 2019
Cllr Atkinson stated that she would like it recording that the section at the start of the meeting from Mr Aron Wisdom include that it was agreed that the County Council would include consideration of the risks a roundabout may have if added.
The minutes in all other respects were accepted as a true and accurate record of the meeting.

2019/203 Matters arising from the Minutes of the Meeting held on Tuesday 2nd July 2019
Thames Water – Drayton Road sewage pipe works - Council asked if confirmation could be obtained as to the size of the pipe to be installed and to request regular updates as to the plans for works to be carried out to High Street.

2019/204 Public Participation
Damascus Parish. Janet Knowles spoke on behalf of the Damascus Parish in respect of their letter dated 2nd September 2019 requesting that Councillors consider supporting the further claim from the Section 106 art funds.

2019/205 County Councillor's Report

The County Councillor was not present so no report was made.

2019/206 District Councillor's Report

The District Councillor was not present so no report was made.

2019/207 Didcot Garden Town Board.

A report was made by Councillor Atkinson in respect of her addressing the Cabinet Meeting of Didcot Garden Town Board on 12th July 2019. Cllr. Atkinson confirmed that she had attended the meeting and her statement had been received and acknowledged but no formal response had been received. It was noted that the Garden Town Proposal included a third of the parish in their plan and which would be covered by the Sutton Courtenay Parish Neighbourhood Plan.

RESOLVED:

That a letter be written to the Board as a follow up and confirming that part of the land in master plan was part of the Sutton Courtenay Neighbourhood Plan.

2019/208 Matters raised by Councillors for information

Land on High Street – Cllr. Dawes mentioned that a resident had mentioned that the grass area on the High Street was becoming damaged by cars parking on it and wondered whether this could be dealt with. As this was a County Council issue it was agreed that a letter should be written to them raising this issue.

Tree along Footpath – Cllr. Hemamda wished it to be noted that the tree has been cut down and thanked the member of the public who had done this.

Sutton Courtenay East – It was discussed whether it could be requested that the District Council remove the land as a potential development site. Cllr Atkinson queried whether discussions should be made with Milton Park about providing recreational facilities on the land as this was designated as recreational land in the Neighbourhood Plan.

Art Project – Cllr. Atkinson suggested that this should now be moved forward by Abigail Brown.

RESOLVED:

That Abigail Brown may carry forward the plans for the Youth artwork and Village trail.

Appleford North Planning Application – Cllr Atkinson raised (on behalf of Cllr Corrigan who was not present at the meeting) whether the Parish Council would be willing to buy this land for recreational use. It was confirmed that this land was not for sale and the Council, in any event, were unlikely to have the funds for such a purchase.

Bench by Memorial - Cllr. Butler reported that the bench near the War Memorial had a couple of broken slats.

Footpath 27 - Cllr. Butler queried whether the a response had been received from the County Council in respect of the state of Footpath 27 following the Magnox works. It was confirmed that it had been but that the path was due for closure again. The clerk

is to write to the County Council regarding the signing off of the path following the completion of the works due to safety issues.

Works at Drayton Road – Concern was raised by Cllr. Field that a lot of work was being carried out at Drayton Road which did not require planning permission and querying whether the Enforcement Officer was aware of the works. Cllr. Field to provide photographic evidence of the work to be raised with the District Council.

Parking at the Recreation Ground – Cllr Jenkins confirmed that the Council had been asked to look at the parking at the Recreation Ground, possibly a barrier. The insurance will need looking at in respect of any claims made in the event of an accident. It was suggested the Football Club may have people who could assist with no big cost to the Council.

2019/209 Police Matters/Neighbourhood Action Group Matters

There were no matters arising save for confirmation that a report from the Neighbourhood Action Group would be available by the October Council Meeting.

2019/210 Planning Applications

(a) Decisions on previous applications

P19/V0914/FUL Site Clearance Work in relation to the demolition of the Power Station
Didcot "A" Power Station
Permitted 3rd July 2019

P19/V1188/LB – replacement of boiler and water tank
The Old New Inn, High Street
Permitted 3rd July 2019

P19/V1114/HH single storey extension
23 Tyrells Way,
Permitted 24th July 2019

APP/V3120/X/ 18/3215945 – in relation to Planning Permission P18/V0266/LDE dated 31st January 2018 relating to the siting and occupation of a caravan
Pool Cottage, 6 Abingdon Road
Appeal allowed and Lawful Development Certificate issued: 7th August 2019

APP/V3120/C/3196055 – appeal against Enforcement Notice dated 15th December 2017
Unit 13, Cross Trees Farm, High Street
Dismissed and Enforcement Notice upheld 8th August 2019

P17/V1963/O Outline planning application for 200 dwellings plus related infrastructure
Land off Hobbyhorse Lane
Refused 9th August 2019

P15/V2933/O Outline Planning Permission for 93 dwellings and associated infrastructure
Land north of Appleford Road
Refused 22nd August 2019

P19/V1573/O – outline planning permission for the erection of a two storey dwelling
75 Bradstocks Way
Refused: 29th August 2019

(b) Applications dealt with prior to the meeting:

P19/V1584/HH Rear first floor extension with dormer window. Internal alterations. Addition of a roof lantern to existing flat roof, first floor bathroom window, rooflights, and bi-folding doors to replace existing doors and windows
75a High Street
Comments: Council had no objections

P19/V1573/O Erection of attached two storey dwelling with parking and amenity space, with alterations to existing access and parking arrangements. (amendments to parking lodged)
75 Bradstocks Way
Comments: Council objected on grounds of traffic impact, and requested the District Council be consistent with its determinations, as other new dwellings in the parish had been refused.

P19/V1682/FUL Office refurbishment and extension
A Ferry Ltd – Tomorrow Court, Appleford Road
Comments: Council had no objections

P19/V1783/FUL Relocate shed within the Churchyard
All Saints Church, Church Street
Comments: Council had no objections provided it was screened

P19/V1728/RM Erection of 91 dwellings (reserved matters)
Amey Site, Appleford Road
Comments: Concern expressed regarding traffic exiting onto Appleford Road outside of the 30 mph limit, which needed to be relocated. There was minimal landscaping between the site and Amey Close. Inadequate open space.

P19/V1825/HH Erection of front porch
1 Tullis Close
Comments: Council had no objection

P19/V1714/LB Reinstate attic space across bedrooms 2 and 3 and the stairwell. Create dormer window in rear elevation
Goslings, 3 Drayton Road
Comments: Council had no objections

MW.0064/19 Regularisation of planning position in relation to a number of small structure utilised in the management of the Southern landfill
Cemex Ltd – South of Bassett Lane, Sutton Wick
Comments: No objections, but expressed concern that the application was retrospective and had not been submitted before construction had commenced.

MW. 0060/19 Additional access into block recycling area off Corridor Road Hanson Quarry Products Ltd - Block Recycling Facility – Appleford Sidings
Comments: Council had no objections

(c) Applications for consideration at the meeting

P19/V1745/HH Erection of detached garden store and associated works
14 Abingdon Road
Comment: Council request that a condition be made that this may not be used for residential purposes.

P19/V1903/HH Retrospective change of use of agricultural land to provide combined agricultural and private access, and to expand curtilage
Lapwing Barn, 95A Drayton Road
Comment: Council request that previous applications should be considered. It is noted that the property is currently being marketed for sale with "planning permission for paddock"

P19/V1799/LB Installation of satellite dish
The Old New Inn, 44 High Street
Comment: The council has no objections

MW.0071/19 s.73 application to continue the development permitted by MW.0122/18 (for continued operation of an asphalt plant for a temporary period) without complying with condition 9 to retain the temporary asphalt plant in place until 31st December, 2021. (Condition 9 required the removal by April 2019)
Asphalt plant, Hanson Site, Appleford Sidings
Comment: The council has no objections for non-operational use.

MW.0076/19 Non material amendment to MW. 0142/18 to erect gas metering kiosk. Re-siting of kiosk.
Landfill Site, Appleford Road – Waste Recycling Group
Comment: The Council has no objection

R3.0072/19 Details pursuant to condition 3 salt barn colour and condition 4 boundary planting
Oxfordshire County Council Depot, Milton Road, Drayton
Comment: The Council has no objection

P19/V1992/FUL Demolition of pair of cottages and construction of new detached dwelling and detached garage.
3 and 4 Mill Lane
The Council objects on its former issues involving potential flooding and the impacy on the Highway.

*Here Cllr. Field having declared and interest left the room*
P19/V1746/HH Reinstate old attic space across bedrooms 2 and 3 and stairwell. Add dormer window in rear roof section above bed 2
3 Drayton Road
Comment: The council has no objections
*Cllr. Field returned to the room*

P19/V2078/LB Internal alterations and installation of in-tile vent in roof
Tudor Cottage, 20-22 Church Street
Comment: The Council has no objections.

2019/211 RWE – Power Station Liaison Committee meeting

(a) The report as received from Cllrs. Atkinson and Jenkins who attended the meeting
(b) The correspondence in respect of the demolition of the towers on 18th August was noted.

2019/212 Neighbourhood Plan

The plan is now ready for evidence as mentioned in the Newsletter. The steering group will need to hire professional help to draft the plan. The Councillors noted the 10% increase to 90% of the estimated cost and confirmed that most of the work has already been done.

2019/213 Village Hall Keys

The Council have reviewed the Agreement and the requirements of the Council and

RESOLVED:

That the clerk may sign the Agreement once the terms have been finalised.

2019/214 Barretts Way Parking

The Council noted the response from Sovereign Housing Association and confirmed that no further action was required from the council.

2019/215 Junction of Tyrrells Way and Bradstocks Way adjacent to the shops

The Parish Council considered the County Councils plan to tarmac the area and commented that appropriate restrictions would be required in terms of parking and stopping.

2019/216 Vale of White Horse District Council – Polling Places review

The Council had no comments to make and no problems or issues have been raised by members of the public.

2019/217 Recreation Ground

(a) Councillor Dawes has carried out the weekly inspection of the play area. The annual ROSPA inspection has been completed and a copy provided to the Council. It has raised several areas of concern. As the Council is looking to replace the play area in the next couple of years, it was considered whether minimum work should be done to ensure safety whilst looking into the new play area. This was delegated to the working party in consultation with the clerk.
(b) Cllr Butler is to speak to the relevant person at the Cricket Club (Paul King) regarding the mowing of the square. A request has also been made to ask that if the Club are not using it why this is.

2019/218 Correspondence

(a) Vale of White Horse District Council – planning training for councillors. Cllr Atkinson expressed an interest in attending the evening training and Cllr Lazare requested attendance at the afternoon session.
(b) Vale of White Horse District Council – Charity Quiz Night – the clerk to confirm the date.
(c) Harwell Stakeholder Liaison Meeting – It was noted that the meeting has been postponed
(d) Milton Park Liaison Committee – The next meeting is scheduled for Thursday 5th September but no papers have yet been received.
(e) Oxfordshire County Council – Footpath no 27 closure – The dates of closure of 30th September to 28th October was noted.
(f) Scottish and Southern Electricity Networks – Workshop Event. This meeting was noted.

(g) Vale of White Horse District Council – street naming. The name High View Court has been noted.
(h) Letters of thanks for grants awarded . noted
(i) BBOWT – the notification that the appeal has been dismissed was noted by the Council
(j) Oxfordshire County Council – salt for gritting information noted
(k) RAF Benson – Magazine
(l) Deputy Police and Crimecommissioner – Bulletin
(m) Oxfordshire Environmental Board – established to inform decision makers? Growth Board in regards to the natural environment
(n) Magnox – Area to the rear of the Church, owned by the Parish Council has now been restored. Correspondence received on the management strategy of Magnox sites.
(o) Police and Crime Commissioner – Thames Valley newsletter
(p) Notification from resident regarding the fly tipping in the garage block area in Barretts Way

RESOLVED

That the clerk will write a letter in support if required, copying the in Vale of White Horse District Council

(q) The Damascus Parish regarding extra funding for the River Room Window.

RESOLVED:

That this Council supports the release of a further £2500 from the s. 106 art funds available, to be used towards the River Room stained glass window, provided assurance can be given that sufficient funds remain for the remaining earmarked projects.

The clerk is to confirm this is writing.

(r) Allotment Agreement – signed by the Chairman

2019/219 Accounts

(a) The clerk reported that the budget was on target except for extra paid out for the removal of graffiti to the bus shelter.
(b) The auditors report for the financial year 2018/2019 was received by the Council
(c) The accounts for payment were approved by the Council.
(d) The difficulty in obtaining a cheque book from Santander was noted. It was agreed that the Council should continue to use Santander for the time being. The Clerk designate is to look into online banking.
(e) It was agreed that all Councillors should be signatories on the account to ensure availability. Councillor Field said she did not wish to be a signatory.

2019/220 Items for Sutton Courtenay news

The Clerk would prepare an article for the next issue of Sutton Courtenay news. This would mention Thames Water works road closure dates, grant deadline for consideration in December, recreation ground parking, thank yous to residents who help around the village to keep it looking neat and tidy.

2019/221 Confidential Matters

The Chairman moved THAT in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972, the public be excluded from the Meeting during consideration of the following items on the grounds that publicity would be prejudicial to the public's interest by reason of the confidential nature of the business to be transacted: -
Agenda Item 24 – use of the village green

Confidential minutes can be found on page 80.