



## Sutton Courtenay Parish Council

To: All Members of the Council

You are hereby summoned to attend a meeting of the Parish Council to be held at the Village Hall, Sutton Courtenay, on Tuesday 3rd March 2020 at 7.00pm

*H Savery*

Mrs H Savery  
Clerk designate to the Council

10 Sovereign Place  
Wallingford Oxon  
OX10 9GF

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Prior to commencement of formal proceedings, a presentation to the Parish Council will take place by members of the Sutton Courtenay Neighbourhood Plan Steering Group.

- 1 Apologies for Absence  
To receive apologies for absence
- 2 Declarations of Interest
  - (a) To receive declarations of interest from Councillors on items on the agenda under consideration at this meeting
  - (b) To receive written requests for dispensations for discloseable pecuniary interests.
  - (c) To grant any requests for dispensation as appropriate
- 3 Minutes of the meeting held on Tuesday 4<sup>th</sup> February 2020 & Tuesday 18<sup>th</sup> February 2020  
To approve the minutes as a correct record of the proceedings
- 4 Matters arising from the Minutes of the meeting held on Tuesday 4<sup>th</sup> February 2020 & Tuesday 18<sup>th</sup> February 2020

Outstanding matters with Oxfordshire County Council - the clerk has been in correspondence with Highways and these matters are being dealt with.

The work to be carried out by TVERC and Bluestone in relation to the Neighbourhood Plan has been authorised by the clerk in consultation with the Chairman.

The due diligence in respect of the Locality Plan has been completed by the Clerk and we await the funds in our bank account.

- 5 Public Participation  
An opportunity for the public to bring parish matters to the attention of the Council
- 6 County Councillor's Report  
To receive a report on County Council matters from Cllr. R. Webber.
- 7 District Councillor's Report  
To receive a report on District Council matters from Cllr. R. Webber.
- 8 Matters raised by the Councillors for information
- 9 Police Matters/Neighbourhood Action Group Matters

a) To note any police issues for the area

10 Didcot Garden Town

- (a) To consider the correspondence from the Didcot Garden Town Board dated 5<sup>th</sup> February 2020 in relation to a Representative on the Board and
- (i) Decide whether Council wish to nominate a representative and, if so,
  - (ii) Decide who that representative should be
- (b) To consider the correspondence from the Didcot Garden Town Board dated 10<sup>th</sup> February 2020 in relation to the Sounding Board Meetings and
- (i) decide on the two points of contact for Sounding Board correspondence
  - (ii) decide if a Councillor rather than the Clerk is to attend the Meetings and, if so which Councillor
  - (iii) Agree on the most suitable dates and times when the representative would be available to attend meetings and, in particular, any dates which should be avoided.

11 Sutton Courtenay Art Trail

To consider the correspondence received in relation to the Section 106 monies and

- (a) To agree and resolve that the Council wishes to accept the funds
- (b) Confirm that Council understands and agrees to the terms set out in the letter dated 3<sup>rd</sup> February 2020
- (c) To confirm that the clerk may sign the form and any further paperwork on behalf of the Council to allow funds to be released.

12 Letter from Sutton Courtenay Primary School

- (a) To suspend Standing Orders number 7 in accordance with the advice provided by OALC
- (b) to discuss the correspondence received from Sutton Courtenay Primary School in respect of the grant from the Parish Council which they currently hold.
- (c) To confirm the reinstatement of Standing Order number 7 prior to continuing the meeting.

13 Cemetery Rules

To confirm the members of the Cemetery Working Group and request they meet to review the cemetery rules.

14 Adoption of BT phone box

To review the adoption paperwork received from BT and decide whether Council wish to adopt the phone box for the sum of £1.00 to house a defibrillator.

15 Community Infrastructure Levy payment

To resolve whether the Council would wish to have any CIL payments paid to them or retained by Vale of White Horse District Council.

16 Planning applications

(a) Decisions on previous applications

P19/V1555/FUL Variation of condition 2 (approved plans) of P17/V2202/FUL - Erection of 1 dwelling and detached garage including access and parking (amendment to withdrawn planning application P17/V0371/FUL)  
51 High Street Sutton Courtenay Abingdon OX14 4AT  
Approved 14<sup>th</sup> November 2019

P19/V3178/FUL Alteration to approved planning P17/V1770/FUL - enlargement of ancillary building roof to form granny annex and carers room  
19 Harwell Road Sutton Courtenay Abingdon OX14 4BN  
Withdrawn by applicant 7<sup>th</sup> February 2020

(b) Applications for consideration at the meeting

P20/V0308/HH – single side storey extension  
90 Bradstocks Way

P20/V0402/FUL - Rebuild the north gate pier of the west gate and increase the width of the gateway.

All Saint's Church

P20/V0395/HH – Retrospective application for planning permission for a close board boundary fence at the rear of a listed building

4-5 The Green

(c) Notification of a Permitted Development Rights request

VOWH are considering whether the following will require planning permission or will be allowed under the Permitted Development Rights. No views or comments allowed from Council, only owners/occupiers of adjoining properties.

P20/V0410/PDH – erection of a single storey extension

79 The High Street

17 Recreation Ground

(a) To receive the report on the weekly inspection by parish councillors.

(b) To receive the quarterly monthly inspection by Advent Solutions

(c) To appoint the play area inspection person for the next month

18 Correspondence

(a) Correspondence received from Oxfordshire Fire & Rescue in relation to Emergency Planning Survey

(b) Correspondence from VOWH regarding the naming and numbering of 2 units.

(c) Letter from local resident regarding bonfires on the Village Green

19 Accounts

(a) To receive and approve accounts for payment as per list circulated for members

(b) To receive and note the budget update

(c) To receive and note the accounts to date

(d) To receive and note the January bank reconciliation

20 Items for Sutton Courtenay news

To consider items for inclusion in the Sutton Courtney News.

21 Date of Next Meeting

The next meeting of the Council will be Tuesday 7<sup>th</sup> April 2020 at 7.00pm, incorporating the Annual Parish Meeting.