

## Sutton Courtenay Parish Council

### Planning Applications for consideration on Tuesday 1<sup>st</sup> October 2024

Application no	Comments deadline	Location	Proposal	Link to view online
P24/V1714/FUL	26 <sup>th</sup> Sept. (extended)	Didcot Power Station, Didcot, OX11 7HH	New security fence	<a href="https://data.whitehorsedc.gov.uk/java/s...">https://data.whitehorsedc.gov.uk/java/s... (RA)</a>
P24/V1836/S73	30 <sup>th</sup> Sept. (extended)	19 Harwell Road, Sutton Courtenay	Section 73a application (retrospective) to vary Condition 2 (approved plans) and Condition 3 (external materials) on P17/V1770/FUL - to regularise new dormer window and ridge height variation to ancillary outbuilding. (Extension to ancillary building to form a granny annexe and carers room.)	<a href="https://data.whitehorsedc.gov.uk/java/s...">https://data.whitehorsedc.gov.uk/java/s... (PG)</a>
P24/V1536/HH	9 <sup>th</sup> Oct.	15 Brook Street, Sutton Courtenay	Erection of a single car port.	<a href="https://data.whitehorsedc.gov.uk/java/s...">https://data.whitehorsedc.gov.uk/java/s... (not allocated)</a>

### Additional Planning Correspondence:

MW.0065/24 additional information <a href="https://myeplanning2.oxfordshire.gov.uk/Planning/Display/MW.0065/24">https://myeplanning2.oxfordshire.gov.uk/Planning/Display/MW.0065/24</a>	<p>Planning application by Heidelberg Materials UK for planning permission: Details pursuant to Condition 27 (Industrial Area) of planning permission no. (MW.0039/15) at Sutton Courtenay Landfill Site, Appleford Sidings, Sutton Courtenay</p> <ul style="list-style-type: none"> <li>- Noise Protocol – Proposed</li> <li>- Appleford Coffin Area Dust Suppression Measures</li> </ul> <p>The Parish Council previously objected to the application due to the lack of information provided regarding noise and dust pollution.</p>
--	---

### Decision lists:

Application no	Location	Proposal	Decision
MW.0004/20	Bridge Farm Quarry, Sutton Courtenay	Section 73 application to continue the development permitted by planning permission no. P18/V2145/CM (MW.0093/18) for proposed new stockpile area to be used in conjunction with mineral extraction permitted by planning permission no. P16/V2694/CM (MW.0127/16) for the storage of approximately one month supply of mineral to enable continuous supply in case of flooding for a period of up to three years from date of commencement of extraction under planning permission no. P16/V2694/CM (MW.0127/16) to vary condition 1 to enable vehicles to transport remaining sand and gravel from the stockpile to the plant site.	APPROVED
MW.0008/20	Bridge Farm Quarry, Sutton Courtenay	Section 73 application to continue the development of the extraction of sand and gravel and restoration using in situ and imported clay materials to create a wet woodland habitat as permitted by MW.0094/18 (P18/V2171/CM) without complying with conditions 1 and 16, in order to remove the remaining stockpile of sand and gravel by road rather than conveyor. And to vary conditions 2 and 32 for the substitution of an updated restoration plan.	APPROVED

MW.0067/22	Bridge Farm Quarry, Sutton Courtenay	Section 73A application to continue the development permitted by planning permission no. MW.0049/19 (P19/V1273/CM) (for small extension to Bridge Farm Quarry to extract sand and gravel and restoration to agriculture and lakes with reed fringes) without complying with conditions 2, 39 and 42 to extend the date for final restoration and to reflect the relevant amended restoration design.	APPROVED
P24/V1469/HH	137 Drayton Road, Sutton Courtenay	Extend drop kerb.	GRANTED
P24/V1535/HH	34 Harwell Road, Sutton Courtenay	Formation of habitable rooms in roof space with front and rear dormers and gable build up.	GRANTED
P24/V0331/FUL	120 High Street, Sutton Courtenay	Proposed construction of new single family detached dwelling with new vehicular crossover on land adjacent to 120 High Street. (As amended by drawings received 4 April, 12 June and 2 August 2024).	GRANTED
P24/V0586/FUL	4A Bradstocks Way, Sutton Courtenay	Replace one first floor window with a double door and replace an existing asbestos roof with a flat fibreglass roof (part retrospective). (Amended plans received 29 August 2024.)	REFUSED



# The Planning Inspectorate

Temple Quay House  
2 The Square  
Bristol  
BS1 6PN

Direct Line: 03034445670  
Customer Services:  
0303 444 5000

Email:  
[RIGHTSOFWAY2@PLANNINGINSPECTORATE.GOV.UK](mailto:RIGHTSOFWAY2@PLANNINGINSPECTORATE.GOV.UK)  
[www.gov.uk/planning-inspectorate](http://www.gov.uk/planning-inspectorate)

Notified Parties

Your Ref:  
Our Ref: ROW/3332262

26 September 2024

Dear Sir/Madam,

Wildlife and Countryside Act 1981 - Section 53  
Order Making Authority: Oxfordshire County Council  
Title of Order: Sutton Courtenay Public Footpath No. 33 Modification Order 2021

Please note that the Council has already consulted/notified you about the making of the above mentioned Order(s). This letter is for your information only. If you are a statutory undertaker, any concerns about your apparatus should be addressed to the Council directly.

I refer to the above mentioned Order which has been submitted to the Secretary of State for confirmation.

The Order will be determined following a local inquiry which is due to be held at 10.00am on 18 February 2025, at Sutton Courtenay Village Hall, 9 Hobbyhorse Lane, Abingdon OX14 4BB. The inquiry is scheduled to last 2 days.

Whilst most inquiries will be completed within the scheduled period, some may be shorter and some need to be extended, depending on the amount of evidence produced or the number of people wishing to be heard. It is therefore very important that if you wish to speak, give evidence or contribute to the inquiry in any way, that you attend on the opening day.

It would be useful for the Inspector if you could confirm whether or not you will be attending the inquiry. You should notify me immediately if your circumstances change or you change your mind nearer the date of the inquiry.

It is open to anyone who has made an objection or representation and anyone else with an interest in the Order to attend the Inquiry. However, we expect anyone who has asked us for an inquiry to be there (or send a representative<sup>[1]</sup>).

All parties to the local inquiry procedure are expected to abide by The Rights of Way (Hearings and Inquiries Procedure) (England) Rules 2007, which can be found at Annex A

of our booklet *Guidance on procedures for considering objections to Definitive Map and Public Path Orders in England*. The procedure, which is also summarised in section 4 of the booklet, sets out the timetable for the submission of statements of case and proofs of evidence. Your attention is also drawn to section 6 of the booklet which identifies the various matters to be considered by the Secretary of State or Inspector in deciding whether or not to confirm an order. This booklet can be found on our website at <https://www.gov.uk/government/publications/rights-of-way-guidance-booklet> . Hard copies are also available on request.

The enclosed notice, which will appear on our website, contains information about the Order, where queries about the Order should be directed, when and where documents relating to the Order can be inspected by the public and the timetable for sending statements of case and proofs of evidence. Please ensure you read the notice carefully.

All parties must keep to the timetable to ensure that statements of case are with us on time. If you plan to attend and give evidence, you will need to submit a statement of case, along with copies of any documents you wish to submit in evidence and a list of those documents. Late documents will be returned. As I have given details of the timetable, I will not send you reminders.

Please ensure our case reference number is quoted in all correspondence.

Notified parties only (not prescribed organisations) – unless you inform us that you have an interest in this Order, we will not contact you again. In due course the Inspector's decision will be available to view/download at

<https://www.gov.uk/guidance/rights-of-way-online-order-details>

We are encouraging local authorities to retain pdf copies of their submission bundle to the Planning Inspectorate. If you would like to receive a copy, please contact Oxfordshire County Council to find out if one is available.

---

[1] Please refer to paragraphs 4.11 and 8.4 of our booklet *Definitive Map and Public Path Orders*

Yours sincerely,

***Ian Aston***

Ian Aston

<https://www.gov.uk/government/publications/planning-inspectorate-privacy-notice>

Definitions:

Statement of case – *a written statement containing full particulars of the case which a person proposes to put forward at a hearing or inquiry; it includes copies of any supporting documents which that person intends to refer to or put in evidence, and a list of those*

*documents.*

We expect statements of case to be paginated, labelled, indexed and submitted in a clear order. Appendix E of our guidance booklet refers. <https://www.gov.uk/government/publications/rights-of-way-guidance-booklet>

*Proof of evidence - a document containing the written evidence which a person at a public inquiry will speak about. It should not rehearse all of the available evidence but should focus on the matters in dispute. It should not contain supporting documents.*

INQ 7 notified

# NOTICE OF ORDER

## Wildlife and Countryside Act 1981 Section 53(2)(b)

Oxfordshire County Council  
Sutton Courtenay Public Footpath No. 33 Modification Order 2021

Notice is hereby given that the above referenced Order has been submitted to the Secretary of State for Environment, Food and Rural Affairs for determination. An Inspector will be appointed by the Secretary of State to determine the Order.

The **start date** for the above Order is **01 October 2024**

Consideration of the Order will take the form of a public local inquiry.

The Inquiry will be held at **Sutton Courtenay Village Hall, 9 Hobbyhorse Lane, Abingdon OX14 4BB** at **18 February 2024** at **10.00am**.

The effect of the Order, if confirmed without modifications, will modify the Definitive Map and Statement for the area by adding to them a footpath from Sutton Courtenay Bridleway 3 at SP 5059 9417, running (generally) east-south-easterly for approximately 275m, then running south-south-westerly for approximately 196 metres to the junction with Sutton Courtenay Footpath 12.

Any queries relating to this Order should be referred to Ian Aston by email: [ian.aston@planninginspectorate.gov.uk](mailto:ian.aston@planninginspectorate.gov.uk) quoting reference numbers **ROW/3332262** on all correspondence. Alternatively, queries may be sent in writing to The Planning Inspectorate, Rights of Way Section, Room 3/A Eagle Wing, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN. Telephone: 0303 444 5670.

Any person wishing to view the statements of case and other documents relating to this Order may do so by appointment at: Oxfordshire County Council Countryside Records, County Hall, New Road, Oxford, OX10 1ND. Contact: [jayne.gray@oxfordshire.gov.uk](mailto:jayne.gray@oxfordshire.gov.uk) 01865 328946

### **Timetable for sending in statements of case and proofs of evidence**

**Within 8 weeks of the start date [by 26 November 2024]**

The Order Making Authority must ensure their statement of case is received by the Secretary of State. As soon as possible after the deadline, the Secretary of State will send a copy (excluding copies of any supporting documents - these will be available to view at the Authority's offices) to everyone who has made an objection or representation and the applicant and any other person who has written to us in respect of the Order.

### **Within 14 weeks of the start date [by 07 January 2025]**

Everyone who has made an objection or representation and anyone who wishes to give evidence at the Inquiry must ensure their statement of case<sup>1</sup> is received by the Secretary of State. As soon as possible after the deadline, the Secretary of State will send full copies to the Authority. Copies will also be sent to the applicant, every person who has made an objection or representation and any other person who has written to us in respect of the Order (excluding copies of any supporting documents - these will be available to view at the Authority's offices).

Within the same period the applicant (if applicable) must ensure their statement of case is received by the Secretary of State. As soon as possible after the deadline, the Secretary of State will send a full copy to the Authority. Copies will also be sent to everyone who has made an objection or representation and any other person who has written to us in respect of the Order (excluding copies of any supporting documents - these will be available to view at the Authority's offices).

### **4 weeks before the date of the inquiry [by 28 January 2025]**

The Authority, everyone who has made an objection or representation, the applicant (if applicable) and anyone who wishes to give evidence at the Inquiry must ensure their proof of evidence (together with any summary) is received by the Secretary of State. As soon as possible after the deadline, the Secretary of State will send copies of:

- i) the Authority's proof of evidence to everyone who has made an objection or representation, the applicant and anyone who has submitted a statement of case (including copies of any supporting documents - although none should be submitted with a proof of evidence);
- ii) the applicant's proof of evidence to the Authority, everyone who has made an objection or representation and anyone else who has submitted a statement of case (including copies of any supporting documents - although none should be submitted with a proof of evidence); and
- iii) all other proofs of evidence to the Authority, the applicant, everyone who has made an objection or representation and anyone else who has submitted a statement of case (including copies of any supporting documents - although none should not be submitted with a proof of evidence).

All parties must keep to the timetable set out above and ensure that statements of case and proofs of evidence are received by the Secretary of State on time. Late documents will be returned.

We cannot accept any inflammatory, discriminatory or abusive comments. Any documents containing such comments will be returned.

Notice of order for inquiry

---

<sup>1</sup> If you wish to make a legal submission, this should be submitted at the same time as your statement of case. Otherwise legal submissions will have to be submitted in writing on the day of the inquiry.

Wildlife and Countryside Act 1981

Definitive Map and Statement of Public Rights of Way for Oxfordshire

**The Oxfordshire County Council  
Sutton Courtenay Footpath No. 33 Modification Order 2021**

This Order is made by the Oxfordshire County Council under section 53(2)(b) of the Wildlife and Countryside Act 1981 ('the Act') because it appears to that authority that the Definitive Map and Statement of Public Rights of Way for Oxfordshire require modification in consequence of the occurrence of an event(s) specified in sections 53(3)(c)(i) of the Act, namely, the discovery by the authority of evidence which (when considered with all other relevant evidence available to them) shows-

that a right of way which is not shown in the map and statement subsists or is reasonably alleged to subsist over land in the area to which the map relates, being a right of way such that the land over which the right subsists is a public path, a restricted byway or, subject to section 54A, a byway open to all traffic;

The authority has consulted with every local authority whose area includes the land to which the order relates. The Oxfordshire County Council hereby orders that: -

1. For the purposes of this order the relevant date is 18 August 2021.
2. The Definitive Map and Statement of Public Rights of Way for Oxfordshire shall be modified as described in Part I and Part II of the Schedule and shown on the map attached to the Order.
3. This order shall take effect on the date it is confirmed and may be cited as the Oxfordshire County Council Sutton Courtenay Footpath No. 33 Modification Order 2021.

Dated this 20<sup>th</sup> day of September 2021

**THE COMMON SEAL OF THE OXFORDSHIRE COUNTY COUNCIL**  
was hereto affixed in the presence of:-



County Solicitor/Designated Officer



1305/21



**SCHEDULE**

**PART I  
Modification of Definitive Map**

**Description of path or way to be added**

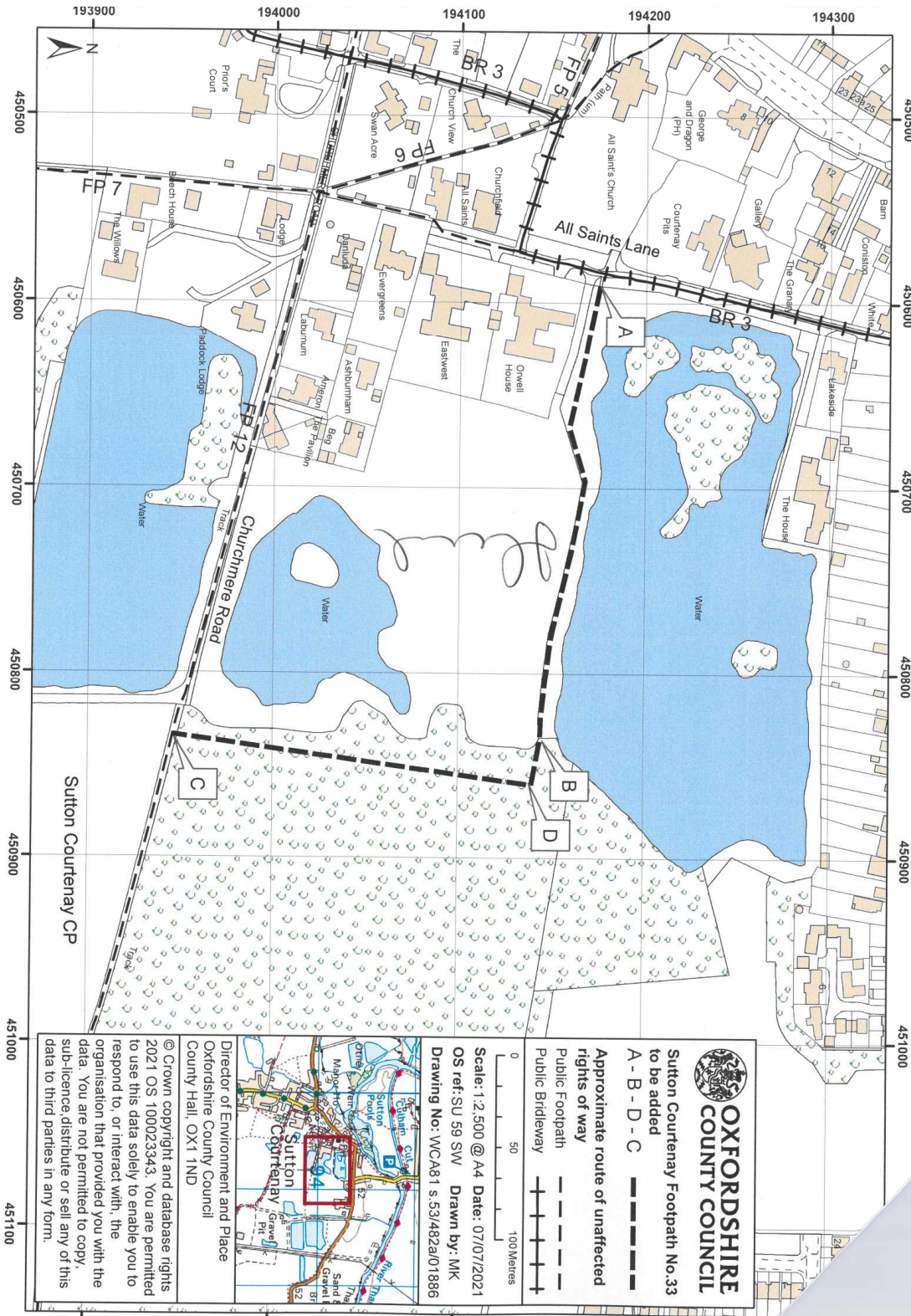
<b>Path Number</b>	<b>Status</b>	<b>Position</b>	<b>Length</b>	<b>Width</b>
33	Footpath	From Sutton Courtenay Bridleway 3 also known as All Saints Lane at grid reference SP 5059 9417 (point A on the order plan), running [generally] east for approximately 275 metres to the Millennium Common at SP 5086 9413 (point D on the order plan) then running [generally] south for approximately 196 metres to the junction with Sutton Courtenay Footpath 12 also known as Churchmere Road at grid reference SU 5083 9394 (point C on the order plan).	471 metres	2 metres

**PART II**  
**Modification of Definitive Statement**  
**Variation of particulars of path or way**

**A new statement for Sutton Courtenay to be added**

Number	Status	Description	Width	Conditions & Limitations
33	FP	From Sutton Courtenay Bridleway 3 also known as All Saints Lane at grid reference SP 5059 9417 (running [generally] E for approximately 275 metres to the Millennium Common at SP 5086 9413 then running [generally] S for approximately 196 metres to the junction with Sutton Courtenay Footpath 12 also known as Churchmere Road at grid reference SU 5083 9394 .	2 metres	<ol style="list-style-type: none"> <li>1. The right of the owner to erect and maintain a gate at point A</li> <li>2. The right of the owner to erect and maintain a kissing gate at point D</li> </ol>

The Oxfordshire County Council, Sutton Courtenay Footpath No. 33 Modification Order 2021



Sutton Courtenay Footpath No. 33 to be added

A - B - D - C

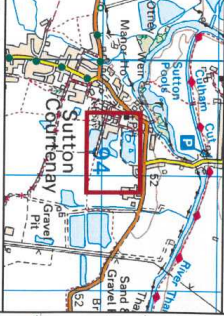
Approximate route of unaffected rights of way

Public Footpath

Public Bridleway

Scale: 1:2,500 @ A4 Date: 07/07/2021 OS ref: SU 59 SW Drawn by: MK

Drawing No: WCA81 s.53/482a/01886



Director of Environment and Place  
Oxfordshire County Council  
County Hall, OX1 1ND

© Crown copyright and database rights 2021 OS 100023343. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-licence, distribute or sell any of this data to third parties in any form.

Having contacted 6 different firms, I am only able to present one quote for the tree works.

9<sup>th</sup> July 2024 contacted:

A. D. Maclean Tree Management Ltd. – Replied to say they could not undertake the work at present (we have previously used them.)

ODS Tree Service – Confirmed receipt of email

Elm Park Tree Services – no response

15<sup>th</sup> August 2024 contacted:

First Class Tree Surgeons - QUOTED

Altom Tree Care – Expressed an interest but did not quote

Arbo Care – Confirmed receipt of email

Having met Jamie onsite and discussed the work with him, I am happy to recommend First Class Tree Surgeons whose quote is below. This would include him submitting the application for tree works in a conservation area (Village Green) and coning off the Green's parking area ahead of the work.

There is £5,000 in the budget for tree works and therefore this is sufficient to cover the work.

Jennie Currie  
Clerk & RFO

**First Class Tree Surgeons**

10 panters road  
 Cholsey  
 OX10 9NY  
 Quote@firstclasstreesurgeons.com  
 www.firstclasstreesurgeons.com  
 VAT Registration No.: 359022110

**Quote**

ADDRESS  
 Jennie  
 Village Green  
 And  
 Recreation Ground

QUOTE 1746  
 DATE 12/09/2024  
 EXPIRATION DATE 12/10/2024

ACTIVITY	DESCRIPTION	QTY	AMOUNT
Services	<p>RECREATION GROUND</p> <p>1.) LINE 14. Remove the fallen horse chestnut next to compost pile leaving logs for a habitat pile.</p> <p>2.) LINE 14a. Remove the horse chestnut adjacent to the footpath gate to ground level.</p> <p>3.) Remove 4 silver poplar tree on the footpath that has wind blown at the roots and is a high risk as they are leaning over the footpath.</p> <p>4.) Side the blackthorn away from the South Gate.</p> <p>5.) Remove the dead mountain ash next to the fence.</p> <p>VILLAGE GREEN</p> <p>1.) Clear the power line along all parking spaces.</p> <p>2.) sever ivy on all tree for further inspection in the future.</p> <p>3.) yew tree next to number 18 side branches away from the building.</p> <p>4.) Remove and dead elm trees in that area along the parking spaces.</p> <p>5.) Remove all shrubs and ivy covered dead elm to ground level from the dog bin to the parking spaces.</p> <p>6.) Re pollard 9 horse chestnut trees on the village green back to the previous knuckles.</p> <p>7.) Remove the dead cherry next to the church.</p> <p>8.) large sycamore next to the abbey sever the ivy fir a further inspection as the tree is covered in ivy making it impossible to inspect.</p>	1	3,000.00

Plus VAT	INCLUDES VAT TOTAL	500.00
	<b>TOTAL</b>	<b>£3,000.00</b>

**VAT SUMMARY**

	RATE	VAT	NET
--	------	-----	-----

Payment should be made by bank transfer to the account number and sort code provided below.

Account Number: 23795101

Sort Code: 20-65-20

VAT @ 20%

500.00

2,500.00

Accepted By

Accepted Date

Payment should be made by bank transfer to the account number and sort code provided below.

Account Number: 23795101

Sort Code: 20-65-20

Page 2 of 2

From	To	Councillor	Matter resolved	Work ordered / Clerk to action	Outstanding	Referred to Rec Am WP	Closed
25-Sep-23	08-Oct-23	Teresa Field	08-Oct	Fence by double wooden gate is down (WORK QUOTED)			
09-Oct-23	22-Oct-23	Fiona Wolveridge	14-Oct	Pothole at entrance to car park			
01-Jan-24	14-Jan-24	Robert Dalby	01-Jan	Main Field - the gate in the South West corner of the field does not latch (WORK QUOTED)	Car Park - self-close mechanisms on the gates have failed so that the gates either don't close at all or stop half way	Fenced play area - Some graffiti on the bin on the field side - could be offensive to some	
01-Jan-24	14-Jan-24	Robert Dalby	01-Jan	Southern Footpath.- there is a length of steel tubing loose on the ground - TFM			Closed
15-Jan-24	28-Jan-24	Rita Atkinson	27-Jan	Concerns raised about vegetation growth on southern footpath (currently being refurbished by TFM)			Closed
26-Feb-24	10-Mar-24	Lyn Hodder	06-Mar	Public comment: It would be good if dog walkers didn't let the dogs run loose and poop in the field.			
11-Mar-24	24-Mar-24	Father Morkos	16-Mar	Car park - grass and moss encroaching from main field	MUGA - grass encroaching onto outer edge		
	21-May-24	Inspection report		Overhead rotator - The bearing on the unit is dry and is not rotating -Kompan inspected 15th August and advised new bearings to fitted (under warranty) on 16th Oct			
	21-May-24	Inspection report		Three toadstools (tall ones) are loose in the foundations -Kompan to fix FOC - August caps removed due to damage, replacement item to be installed 30th Sept.			
	21-May-24	Inspection report		MUGA - There are fixings missing on the item - Kompan to fix 15th August			Closed
20-May-24	02-Jun-24	Robert Dalby	01-Jun	Car park gate next to football clubhouse is not self closing reliably.	Grass around the skate area is quite long	The latch mechanism on the gate at the south west corner of the field is not latching properly. (WORK QUOTED)	
26-Jun-24	26-Jun-24	Rita Atkinson	26-Jun	Damaged fence panel at play area - booked for September due to lead time on panel. - AES			Closed
15-Jul-24	28-Jul-24	Father Morkos	31-Jul	Weeds around car park.			
26-Aug-24	08-Sep-24	Hugo Raworth	08-Sep	Tree down on east side (TREE WORKS QUOTED)	Damaged gate post SE corner (WORK QUOTED)	Old sports equipment (cricket) in western tree line	
09-Sep-24	22-Sep-24	Jason Warwick	xx				
23-Sep-24	06-Oct-24	Rita Atkinson					
07-Oct-24	20-Oct-24	Robert Dalby					
21-Oct-24	03-Nov-24	Teresa Field					
04-Nov-24	17-Nov-24	Paul Galliver					
18-Nov-24	01-Dec-24	Lyn Hodder					

**Meeting date:** 1<sup>st</sup> October 2024

**Agenda item:** 10c

**Author:** Miss J. Currie, Clerk

## **First registration for the Recreation Ground**

### **1. Purpose of report**

This report is to provide an update on the worked agreed at the 5<sup>th</sup> March 2024 meeting and to discuss the findings to date.

### **2. Background information**

The Recreation Ground needs to be recorded with Land Registry. To enable the registration to take place an accurate survey was required. Terrain Geomatics Ltd have been contracted to complete the survey and they have supplied the topographical survey. They have already quoted £290 to complete the Land Registry plan and a further £450 to stake/mark the boundaries.

### **3. Boundary queries**

(See the topographical survey attached.)

The surveyor has reported:

On the east, south and west sides, you'll see the boundary that would be registered in red.

These lines are outside the current fences into the surrounding land extent.

The western boundary with the cemetery is a surprise, as it is a straight line within the cemetery some distance west from the current recreation ground fence. I guess this is not an issue, as you own both.

The southern boundary is in the field to the south. The eastern boundary is in the scrub land to the east of the wooded strip on that side.

The northern boundary is the area with the most queries. It depends upon what you wish to register in this area. The red line that I have drawn here is on the southern edge of the track (BOAT), as I was not able to find a continuous fence along the track edge due to vegetation growth. I think that we need to have a conversation about this.

If we are to place pegs on the south and east boundaries, we may need permission to be on that land, as it will not be possible from Parish land. I did not notice any pegs at the time of survey that had been placed by anyone else for these boundaries. Some of the boundary on the east side is within undergrowth, so peg placement may not be possible.

I then queried whether footpath 373/7/30 was within the area marked by the red boundary line. The surveyor replied:

From the information I can find, the footpath appears to be within the extents, but on an alignment not currently possible/easy due to the wooded nature of that eastern side. Obviously, people take the easy unofficial route on the grass to the gate in the bottom southeast corner.

I contacted the Rights of Way team at Oxfordshire County Council to ask and they replied:

As far as I can tell the footpath is not on the PC's land. Looking at the Land Registry site (and I presume this is what might be confusing you) it seems that the footpath runs in its own corridor which would then remain unregistered between your land and your neighbours.

Our surveyor has advised that we could register the footpath as part of our land. We would then be responsible for maintaining it. There is nothing in the original conveyances to assist. I have obtained a copy



of title register for the adjacent land and no mention of rights of way are in the title (there are other Rights of Way on the land and these are not included either). Alternatively, we could just register to the existing fence lines on both the southern and/or eastern boundaries.

#### **4. Financial considerations**

Whilst there is no immediate cost to the proceedings, Members need to be aware that the Parish Council would be responsible for the maintenance of all areas under its registration. The official route for footpath 373/7/30 is obscured by undergrowth and there is no fence between the path and the adjacent land.

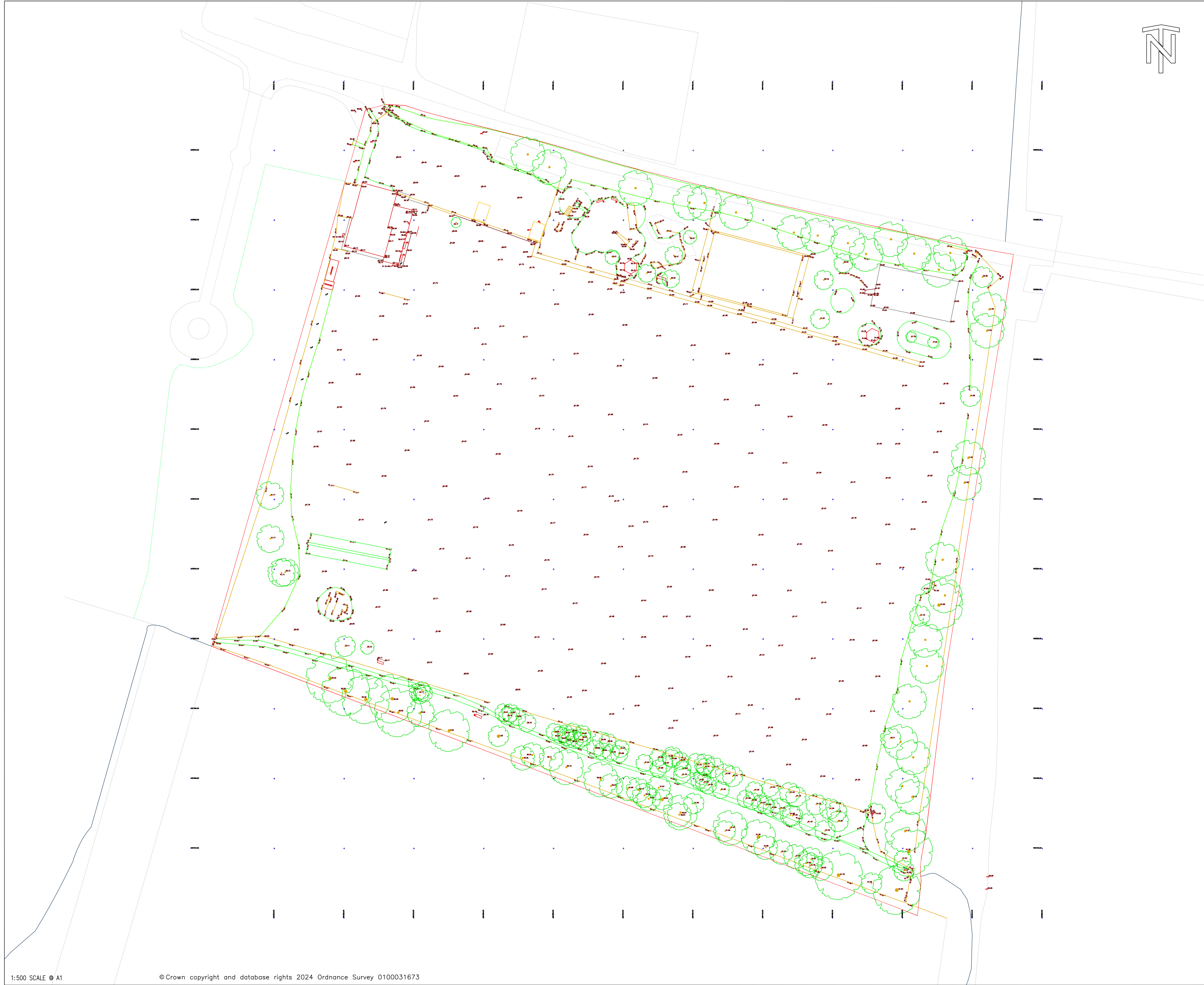
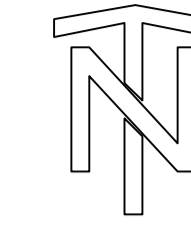
#### **5. Legalisation**

Local Government Act 1972, s.111 Power to do anything that will facilitate, be conducive to or incidental to the discharge of its powers and functions.

Highways Act 1980, ss.43, 50 Power to repair and maintain public footpaths and bridleways in the council's area.

#### **6. Recommendations**

That the Parish Council registers the land marked on the plan with the red line (apart from at the southern boundary where it should register to the existing fence line), on the northern boundary this would be to the edge of Old Wallingford Way and on the eastern boundary this would include footpath 373/7/30. The Parish Council might wish to consult with the adjacent landowners before proceeding.



Notes:  
 COPYRIGHT OF TERRAIN GEOMATICS LTD DO NOT REPRODUCE

Revision	By	Checked	Approved	Date	Description
----------	----	---------	----------	------	-------------

SURVEY LEGEND	
AB	AIR BRICK
AV	AIR VALVE
B	BOLLARD
BB	BELISHA BEACON
BD	BOUNDARY
BH	BOREHOLE
BL	BED LEVEL
BRK	BRICKWORK
BS	BUS STOP
BM	BENCH MARK
BW	BRICK WALL
BWF	BARBED WIRE FENCE
CBF	CLOSE BOARDED FENCE
CL	COVER LEVEL
CLF	CHAIN LINK FENCE
CONC	CONCRETE
CP	CONCRETE POST
CPF	CONCRETE PILING FENCE
CR	CYCLE RACK
CTV	CABLE T.V. MANHOLE
CUL	CULVERT
DK	DROP KEYS
DL	DECK LEVEL
DP	DOWNPIPE
DPC	DAMP PROOF COURSE
DR	DRAIN
DWB	DIG WASTE BIN
EA	ENVIRONMENT AGENCY
EB	ELECTRICITY BOX
ECP	ELECTRIC CABLE FENCE
ECPIT	ELECTRICITY CABLE PIT
EMH	ELECTRICITY MANHOLE
EP	ELECTRICITY POLE
ER	EARTHING ROD
ETL	ELECTRICITY TRANSMISSION LINE
FB	FLOWER BED
FBR	FOOTBRIDGE
FM	FIRE HYDRANT
FHM	FIRE HYDRANT MARKER
FL	FLOOR LEVEL
FP	FENCE POST
FWM	FOUL WATER MANHOLE
G	GULLY
GL	GROUND LEVEL
GP	GATE POST
GM	GAS MARKER
GV	GAS VALVE
HW	HEAD WALL
IC	INSPECTION CHAMBER
IL	INVERT LEVEL
IRF	IRON RAILING FENCE
IRFV	INTERLOCKED FENCE
JB	JUNCTION BOX
KG	KEYS INLET GULLY
LB	LEFT BANK
LFB	LIFEBUOY
LP	LAMP POST
MB	MULTI BOLE TREE
MF	MISCELLANEOUS FENCING
MH	MANHOLE
MKR	MARKER
MOR	MOORING PILE
MRF	METAL RAILING FENCE
MS	MILE STONE
NB	NOTICE BOARD
NBA	NATIONAL ROVERS AUTHORITY
OHC	OVERHEAD CABLE
OS	ORDNANCE SURVEY
OSR	OPEN STEEL RAILINGS
P	PILL
PB	PILLAR BOX
PM	PARKING METER
PO	POST
PRF	POST & RAIL FENCE
PTM	PARKING TICKET MACHINE
PWF	POST & WIRE FENCE
RB	RIGHT BANK
RE	RODDING EYE
RS	ROAD SIGN
RTW	RETAINING WALL
RWP	RAINWATER PIPE
SC	STOP COCK
SDP	STAND PIPE
SK	SKAMMAY
SL	SOFTTT LEVEL
SMH	SURFACE WATER MANHOLE
SMP	SHEET METAL PILING
SP	SIGN POST
STN	STATION
SV	SUICIDE VALVE
SVP	SOIL VENT PIPE
SWF	SHEEP WIRE FENCE
TBM	TEMPORARY BENCH MARK
TCP	TELEPHONE CALL BOX/POST
TC	TELECOM CABINET
TMH	TELECOM MANHOLE
TL	THRESHOLD LEVEL
TL	TRAFFIC LIGHT
TLB	TRAFFIC LIGHT BOX
TP	TELEGRAPH POLE
TRS	TIMBER RUBBING STRIP
TS	TREE STUMP
TSR	TUBULAR STEEL RAILINGS
VP	VENT PIPE
WB	WASTE BIN
WL	WATER LEVEL/WATER LINE
WM	WATER METER
WMF	WIRE MESH FENCE
WP	WOODEN POST
WPR	WOODEN POST & RAIL FENCE
WV	WATER VALVE
YG	YARD GULLY

(Abbreviations apply to survey data only)

STN	CO-ORDINATES	LEVEL	STN	CO-ORDINATES	LEVEL
S1	450342.18	19.3632.75	52.43		
S2	450370.91	19.3627.38	52.34		
S3	450333.31	19.3608.18	52.13		

NATIONAL GRID	BENCH MARKS USED:
GRID REFERENCE	VALUE(M) TYPE
	N/A

Client  
 SUTTON COURTENAY PARISH COUNCIL

TERRAIN GEOMATICS LIMITED  
 10 WARRINGTON CLOSE, TADLEY,  
 HAMPSHIRE, RG26 3TW  
 TEL: +44 (0) 118 981 4614  
 MOBILE 07811 719 734  
 E-MAIL: INFO@TERRAINGEOMATICS.COM  
 WWW.TERRAINGEOMATICS.COM



Project  
 RECREATION GROUND  
 TOPOGRAPHICAL SURVEY

Site  
 SUTTON COURTENAY  
 RECREATION GROUND

Surveyed by D.M.B.	Date: AUG 24
Checked by D.L.B.	Date: SEP 24
Drawn by D.M.B.	Date: SEP 24

Drawing No. TGL/1494/1 Revision

Drawing Scale: 1:500 TGL Ref: TGL1494  
 CAD Filename: T1494A.dwg Plot Scale: 1=1

## Replacement fence for the Recreation Ground

The Recreational Amenities Working Party met and considered quotes for a new fence. There were quotes for repair and replacement of the fence, but no like-for-like quotes. The Working Party agreed the following specification:

- To replace all the wooden posts
- To retain and reuse the two pedestrian gates
- To include a separate line to replace the double gate if it was felt it good not be reused
- Where possible to reuse as much of the wire as possible
- To ensure all waste material was removed from site and recycled where possible

The Working Party had narrowed down the contractors to:

ORM Fencing Ltd (Thomas Mooring) – based in Sutton Courtenay

Carl Adcock Fencing Ltd – based in Abingdon, previously a parishioner

AES Ltd – based in Beenham, Reading, completed work in the play area this year

The Clerk then contacted the contractors for amended quotes which are attached.

ORM Fencing Ltd £6,410

AES Ltd £7,300

Carl Adcock Fencing Ltd £7,715

All contractors advised that in replacing all the wooden posts it would be necessary to replace all the wire fencing.



This photograph, taken in October 2023, shows the double wooden gates that would be reused.

### Notes from Clerk:

Finance:

The current maintenance budget for the 2024-25 year has been spent. There is an ear marked reserve of £8,560. I would suggest allocating this expenditure against the maintenance budget and therefore it would come from the general reserves.

**Additional work:**

The fence line continues to the north/south fence separating the Recreation Ground from Right of Way 373/7/10. There is a kissing gate at the entrance and the adjoining fence has been broken down (probably deliberately to enable easy access for cyclists) and is now used as the main route. The quotes do not include repairing the north/south fence line.

I would recommend allocating an additional £1,000 to repair the fence and to have the kissing gate altered to become a standard gate. On placing the main order which the chosen contractor, I would ask for a quote for this additional work so that it can be completed at the same time.

Below are two photographs of the area taken in October 2023



The photo on the right shows the route taken by most users, bypassing the gate.

**Legal power:**

Public Health Act 1875, s.164 Power to provide and maintain land for public recreation



## ORM Fencing Ltd 15472156

Thomas mooring  
07384224295  
ormfencing@gmail.com

29a Tyrrells Way  
Ox14 4df  
Sutton courtenay  
orm-fencing.co.uk

TO

**Jennie currie**

44 Harrington close

Newbury

Rg14 2rq

info@suttoncourtenay-pc.gov.uk

ESTIMATE

EST0183

DATE

27/08/2024

TOTAL

GBP £7,692.00

DESCRIPTION	RATE	QTY	AMOUNT
QUOTE ONE (replace like for like)	£6,410.00	1	£6,410.00
200m of 4ft stock fencing			
4 rolls of 3ft tornado wire			
1 roll of blank tornado wire = two top row wires			
Uc4 pressure treated 4inch round posts			
Sleeved posts guaranteed for 20 years			
5 7x7 gate post + postcrete			
Rehanging of 2 pedestrian gates			
Rehanging of central gate pair			
Clearance and disposal of all old fencing and growth on the line			
.			
3-5 days to completed this job			
Job will be completed to a high standard			

Possible extra cost if current gates in the centre are unusable  
2 2.1m Charlton 5 bar field gates £585 including VAT

All posts and fencing guaranteed for 20 years minimum.

Re used gate can't be guaranteed as they're not supplied by us, but they're in good condition and will last many years still.

VAT QUOTE 1	£1,282.00	1	£1,282.00
TOTAL			GBP £7,692.00

Please leave a rating/review on

[https://search.google.com/local/writereview?placeid=ChIjnZo22v4fn6IRfkRdMR4n2ZE&source=g.page.m.ia.\\_&laa=nmx-review-solicitation-ia2](https://search.google.com/local/writereview?placeid=ChIjnZo22v4fn6IRfkRdMR4n2ZE&source=g.page.m.ia._&laa=nmx-review-solicitation-ia2)

Please check with us before deciding to pay in cash.

Kind regards  
Thomas mooring  
ORM Fencing Limited

Agricultural and Estate Services  
Unit 3 Field Barn Farm  
Beenham Hill  
Beenham  
Reading  
RG7 5LT



TO: JENNIE CURRIE  
DATE: 12<sup>th</sup> SEPTEMBER 2024  
REF: **QN04755/SCPC/RA** (please quote in all correspondence including purchase orders)

**CONFIRMATION OF QUOTATION**

<b>1a.</b>	Minor crown lifting (where required) to facilitate the works Supply and install 3 new end strainers (complete with diagonal struts) Supply and install new gate posts and hang existing gates Supply and install approx. 65no new (UC4) intermediate posts and attach to existing wire. Replace 2 damaged sections of wire (approx. 50 mtrs)	<b>£4,785 + VAT</b>
<b>1b.</b>	Minor crown lifting (where required) to facilitate the works Take down existing fence and dispose of materials. Supply and install approx. 200 linear mtr's of new stock fencing to include (UC4) intermediate posts at 3mtr ctr's, new strainers (complete with diagonal struts)  Supply and install new gate posts (150mm x 150mm) and gates (1no double leaf @ 20ft & 2no 4ft pedestrian)	<b>£7,750</b>
<b>2a.</b>	Supply and install 1no new 4ft wide single leaf (metal) gate	<b>£100</b>
<b>2b.</b>	Supply and install new 20ft wide double leaf (metal) gates	<b>£250</b>

**Terms**

Our standard terms and conditions apply a copy of which is available on request.

**Payment**

Payment must be received within 30 days from the invoice date.

**Delivery and Installation Dates**

Delivery will coincide with the date of installation.

The date of installation will be arranged by agreement between us.

If I can be of any further assistance, please do not hesitate to contact me.

Yours Sincerely,  
*Mike Skinner*  
MIKE SKINNER



# QUOTE

Jennie Currie Clerk to Sutton Courtenay Parish Council  
44 Harrington Close  
Newbury  
West Berkshire  
RG14 2RQ  
GBR

**Date**  
29 Aug 2024

**Quote Number**  
QU-0597

Carl Adcock Fencing &  
Landscaping Services  
carl@carladcockfencing.co  
m  
www.carladcockfencing.co  
m  
07885288130

Description	Quantity	Unit Price	Amount GBP
200m of 1m High Stock Fencing with single wire 110 x 4inch machine round UC4 pressure treated posts guaranteed by supplier for 12yrs (spaced at 2m apart) 5 x 6inch 7ft pressure treated pointy top gate posts to be concreted in 3ft into the ground Rehang x 2 pedestrian gates & pair of double kissing 5 bar field gates 4 sets of hook and eye bands 20 Bags of remix Old existing fence to be removed and recycled Fence line to be cleared where needed and all debris to be deposited of	1.00	7,715.00	7,715.00
		Subtotal	7,715.00
		TOTAL VAT 20%	1,543.00
		<b>TOTAL GBP</b>	<b>9,258.00</b>

For x2 new double kissing field gates as well as ironmongery £580 +VAT on top of original quote.

## Terms

This quote includes all labour and materials costs.

This work will be under guarantee for 2 years.

Please feel free to contact me with any queries.

Best wishes,

Carl Adcock



## **New website and email provider**

So the two quotes, from two companies recommended by other Parish Councils, are:

1. Parish Online have offered a 30% discount on their fees as we are already a (Mapping) customer, so they are saying £420 ex VAT per annum. As you pointed out they are highly regarded in the PC community. Their subscription includes the App/mobile friendly version as well as the website. They offer all the functionality we want, e.g. simple doc uploading, adherence to all regs. They say they can be up and running 3-4 weeks from instruction. We wouldn't pay until we saw the mock up and had agreed terms/design etc. They also provide out of the box integration to the mapping tool we subscribe to.
2. Netwise. Their Premium Plus Service, £440 pa plus £699 setup fee - complete with FlexMail, an MS365 email alternative

My recommendation is Parish Online. We are already a customer of theirs and they do not appear to be charging a set-up fee (I am triple checking). An example of their current sites at: <https://www.parish-online.co.uk/services/parish-council-website-package#examples>

Regards, Ian

### **Notes from Clerk:**

Current budget £550 per year for domain registration, website and email hosting. £315 remains in the 2024-25 budget.

We are with Vision ICT, I would not recommend staying with them, the support has dropped and whilst they response to emails within 48 hours there is no direct telephone support anymore. They use a phone answering service.

Email hosting is paid until April 2025, web hosting is paid until January 2025. We aren't in a contract.

### **Legal power:**

Local Government Act 1972, s.142 Power to provide a website to give information about the council, its services and the services provided in the area by other local authorities, government departments, charities or other voluntary organisations.

Oct-24

			Receipts			
Voucher	Name	Description	Amount	Totals		
11	Vale of White Horse DC	Precept	46,400.00			
12	SSEN	Wayleaves	12.00			
					<b>46,412.00</b>	
			Payments			
Voucher	Method	Name	Description	Invoice	Amount	Totals
105	CARD	HP Inc UK Ltd	Ink		11.99	
106	CARD	EE	Phone		4.50	
109	CARD	Royal Mail	Postage		2.10	
113	CARD	Land Registry	Legal fees		3.00	
114	CARD	Royal Mail	Postage		2.10	
115	CARD	Ebay	Stationery		5.97	
				Card payments		29.66
104	Cheque	Sutton Courtenay Cricket Club	Grant	Grant returned	-500.00	
107	BACS	OALC	Training	W-3501	60.00	
108	BACS	Terrain Geomatics Limited	Surveys	TGL/105/1494a	2,136.00	
110	BACS	AES Ltd	Maintenance	INV-5811	912.00	
111	BACS	Shield Maintenance Ltd	Waste collection	8039	130.00	
112	BACS	Tactical Facilities Management Ltd	Grounds maintenance	2345	1,014.60	
116	S/O	Unity Trust Bank	Bank fee	service fee	18.00	
117	BACS	J Currie	Mileage	07 mileage	80.60	
118	S/O	J Currie	Salary	07 salary	1,505.00	
119	S/O	Oxfordshire Pension Fund	Pension	07 pension	521.45	
120	BACS	HMRC	NI & Tax	07 HMRC	437.52	
121	S/O	J Currie	Office Allowance	07 office allowance	26.00	
				To be paid		6,341.17
						<b>6,370.83</b>
Transfer	BACS	From Unity	To prepayment card		29.66	

**Sutton Courtenay Parish Council**  
**Summary of Receipts and Payments**

30 September 2024 (2024 - 2025)

All Cost Centres and Codes

**Receipts**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
35	Precept	92,800.00	92,800.00					(0%)
36	OCC Verges	1,606.00	1,607.74	1.74				1.74 (0%)
37	Cemetery fees	2,000.00	2,000.00					(0%)
38	Interest	500.00	746.93	246.93				246.93 (49%)
47	Wayleaves		12.00	12.00				12.00 (N/A)
<b>SUB TOTAL</b>		<b>96,906.00</b>	<b>97,166.67</b>	<b>260.67</b>				<b>260.67 (0%)</b>

**Administration**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Clerk's Salary				32,000.00	17,252.29	14,747.71	14,747.71 (46%)
2	Office Allowance				312.00	182.00	130.00	130.00 (41%)
3	Audit				965.00	587.50	377.50	377.50 (39%)
4	Bank fees				72.00	36.00	36.00	36.00 (50%)
5	Chairman's Allowance				150.00		150.00	150.00 (100%)
6	Conferences & Training				500.00	50.00	450.00	450.00 (90%)
7	Election & Legal fees				1,100.00	38.00	1,062.00	1,062.00 (96%)
8	Insurance				3,800.00	2,770.11	1,029.89	1,029.89 (27%)
9	Software				1,140.00	1,139.00	1.00	1.00 (0%)
10	Stationery				400.00	173.38	226.62	226.62 (56%)
11	Subscriptions				950.00	856.43	93.57	93.57 (9%)
12	Travel				480.00	368.88	111.12	111.12 (23%)
13	Website				550.00	234.33	315.67	315.67 (57%)
<b>SUB TOTAL</b>					<b>42,419.00</b>	<b>23,687.92</b>	<b>18,731.08</b>	<b>18,731.08 (44%)</b>

**Cemetery**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
14	Bins				350.00	106.19	243.81	243.81 (69%)
15	Grass cutting				1,925.00	1,283.25	641.75	641.75 (33%)
16	Maintenance				4,000.00	450.84	3,549.16	3,549.16 (88%)
<b>SUB TOTAL</b>					<b>6,275.00</b>	<b>1,840.28</b>	<b>4,434.72</b>	<b>4,434.72 (70%)</b>

**Recreation Ground**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
17	Bins				832.00	591.43	240.57	240.57 (28%)
18	Grass cutting				1,820.00	966.00	854.00	854.00 (46%)
19	Inspections				1,700.00	869.44	830.56	830.56 (48%)
20	Maintenance				3,000.00	5,366.14	-2,366.14	-2,366.14 (-78%)

## Summary of Receipts and Payments

All Cost Centres and Codes

## SUB TOTAL

7,352.00

7,793.01

-441.01

-441.01 (-6%)

## Outside Spaces &amp; Assets

## Receipts

## Payments

## Net Position

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
21	Bench & Bus shelter cleaning				200.00	46.69	153.31	153.31 (76%)
22	Bins				286.00	60.69	225.31	225.31 (78%)
23	Defib maintenance				250.00	297.50	-47.50	-47.50 (-19%)
24	Grass cutting				1,980.00	1,851.66	128.34	128.34 (6%)
25	Maintenance				2,200.00	229.91	1,970.09	1,970.09 (89%)
26	Verge grass cutting				1,640.00	1,050.00	590.00	590.00 (35%)
27	Tree works				5,000.00		5,000.00	5,000.00 (100%)
28	War Memorial				500.00		500.00	500.00 (100%)
<b>SUB TOTAL</b>					<b>12,056.00</b>	<b>3,536.45</b>	<b>8,519.55</b>	<b>8,519.55 (70%)</b>

## Grants

## Receipts

## Payments

## Net Position

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
29	SC News				1,500.00	1,500.00		(0%)
30	Citizens Advice SO&V				3,000.00	3,000.00		(0%)
31	PCC				1,300.00	1,300.00		(0%)
32	Youth Project				4,000.00	4,000.00		(0%)
33	Village Hall				3,500.00	3,500.00		(0%)
34	Other				5,500.00	5,000.00	500.00	500.00 (9%)
<b>SUB TOTAL</b>					<b>18,800.00</b>	<b>18,300.00</b>	<b>500.00</b>	<b>500.00 (2%)</b>

## Earmarked Reserves (EMR)

## Receipts

## Payments

## Net Position

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
39	Cemetery							(N/A)
40	Neighbourhood Plan							(N/A)
41	Professional Advice							(N/A)
42	Recreation Ground					840.00	-840.00	-840.00 (N/A)
43	Village Hall					940.00	-940.00	-940.00 (N/A)
44	CIL		4,240.81	4,240.81		1,162.68	-1,162.68	3,078.13 (N/A)
45	S106 Art Trail		65,073.80	65,073.80		24,554.33	-24,554.33	40,519.47 (N/A)
46	S106 Paths							(N/A)
<b>SUB TOTAL</b>			<b>69,314.61</b>	<b>69,314.61</b>		<b>27,497.01</b>	<b>-27,497.01</b>	<b>41,817.60 (N/A)</b>

**Sutton Courtenay Parish Council**  
**Summary of Receipts and Payments**  
All Cost Centres and Codes

30 September 2024 (2024 - 2025)

**Summary**

---

<b>NET TOTAL</b>	<b>96,906.00</b>	<b>166,481.28</b>	<b>69,575.28</b>	<b>86,902.00</b>	<b>82,654.67</b>	<b>4,247.33</b>	<b>73,822.61 (40%)</b>
<b>V.A.T.</b>					<b>8,586.69</b>		
<b>GROSS TOTAL</b>		<b>166,481.28</b>			<b>91,241.36</b>		

**Sutton Courtenay Parish Council**  
**Reserves Balance**  
**2024 - 2025**

---

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
<b>Earmarked</b>					
Cemetery	24,230.00				24,230.00
Neighbourhood Plan	3,000.00				3,000.00
Professional Advice	11,585.13				11,585.13
Recreation Ground	9,400.00		840.00		8,560.00
Village Hall	10,864.80		940.00		9,924.80
CIL	101,453.68		1,162.68	4,240.81	104,531.81
S106 Art Trail	-50,983.33		24,554.33	65,073.80	-10,463.86
S106 Paths	2,768.00				2,768.00
<b>Total Earmarked</b>	<b>112,318.28</b>		<b>27,497.01</b>	<b>69,314.61</b>	<b>154,135.88</b>
<b>TOTAL RESERVE</b>	<b>112,318.28</b>		<b>27,497.01</b>	<b>69,314.61</b>	<b>154,135.88</b>
<b>GENERAL FUND</b>					63,948.19
<b>TOTAL FUNDS</b>					218,084.07