



## Sutton Courtenay Parish Council

### **DRAFT Minutes for a meeting of Sutton Courtenay Parish Council (SCPC) held on Tuesday 2<sup>nd</sup> September 2025 at Sutton Courtenay Village Hall, commencing at 7.15pm.**

Present: Councillors Rita Atkinson (Chairman), Robert Dalby (Vice Chair), Paul Galliver (PG), Lia Plowman (LP), and Jason Warwick (JW)

Absent: Councillors Hugo Raworth (HR), Ian Pratley (IP), Joanna O'Callaghan (JOC), Cathy King (CK)

In attendance: Allison Leigh, Locum Clerk; District & County Councillor Peter Stevens; 5 members of the public.

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#### 2025/128 Public Participation

Five members of the public were in attendance.

- One member of the public raised a concern about motorbikes racing in the village late at night at and around the back of Milton Park. They have reported it to the police. The Chair suggested reporting each event and keeping a record, as it helps the police target their resources to stop such incidents. The Chair noted that the Council acknowledges this concern.
- One member of the public raised the issue of construction noise from the old Didcot A power station site and concerns about the extent of development that was being undertaken. They also raised concern about the BESS planning application over safety of the storage technology. The Chair noted that Parish Council had objected to the application and noted that residents can respond to applications as well.
- Another member of the public noted that it is useful to look at the minutes on the PC website – as they contain detailed information about how the parish council responds to planning applications.
- A member of the public commented on the Partridge Close Sutton Courtenay P25/V1671/73 application. The Chair suggested the resident and the District Councillor, Cllr. Peter Stevens, hold a discussion on this so that Cllr. Peter Stevens was up to speed with the long history of issues at the site.

#### 2025/129 Apologies for absence

Apologies for absence were received from Councillors Hugo Raworth, Ian Pratley, Joanna O'Callaghan and Cathy King.

#### 2025/130 Declarations of Interest

No declarations of interest were received.

#### 2025/131 Minutes for the meeting held on Tuesday 1<sup>st</sup> July 2025

**RESOLVED** that the minutes of the meeting held on Tuesday 1<sup>st</sup> July 2025 were a true and accurate record, and would be signed by the Chairman.

#### 2025/132 Planning applications

- (a) The Council noted the planning matters considered during the summer break under delegated authority.
- (b) Planning applications to be considered: **RESOLVED** that the following observations would be submitted:

- P25/V1671/S73 – Partridge Close, Sutton Courtenay, OX14 4FT: The Council **RESOLVED** to object and to also write a letter of objection to the MP with regards to this application. PG will draft a letter to the MP for the Clerk to send.
- P25/V1665/DIS – Southfield Farmhouse, 66 High Street, Sutton Courtenay: The Council resolved to not make any comments on this. However, it was noted that the Vale has made its decision on this one but the Parish Council would not have made an objection to this regardless.

(c) The Council noted the additional planning correspondence.

(d) The District Council's planning decisions were noted.

(e) The Council **RESOLVED** to consider a draft protocol for pre-application meetings with developers at the October meeting.

2025/133

Thames Water & Hobbyhorse Lane: The Chair reported that there has been work for reinstatement of Hobbyhorse Lane following the failure of Thames Water to reinstate the Byway Open to All Traffic (BOAT) properly after it had carried out work in 2018. Thames Water has noted that the drainage issues have not been resolved and would undermine any reinstatement of Hobbyhorse Lane. FCC Environment have started remediation works to improve drainage. A group walked around sections of the Public Rights of Way 7 (east of the recreation ground), 9 (Hobbyhorse Lane) and 10 (Old Wallingford Way) which are impacted by FCC operations, with the FCC site manager, to understand the measures being taken to improve drainage and the surface and of the footpaths.

The Parish Council also noted that despite signage prohibiting vehicular access to the FCC site along Hobbyhorse Lane – HGVs are still using it with considerable damage to the BOAT.

The Council **RESOLVED** to apply to OCC to change Hobbyhorse Lane's current status as a BOAT to a Bridleway through the application of a Definitive Map Modification Order acknowledging that it can take a long time and may not be granted. It also **RESOLVED** to explore the possibility of installing bollards and to ask Oxfordshire County Council if they would consider requesting map producers to ensure that Hobbyhorse Lane was not shown as providing vehicular access to the FCC site as it would appear that Satnavs direct drivers down that route.

2025/134

South East Strategic Reservoir Option (SESRO): It was noted newsletters have been circulated, but there is no current action. The Council would like the consideration of a donation to the Group Against Reservoir Development (GARD) on the October agenda.

2025/135

Reports

(a) County & District Councillor: This report was further on in the meeting.

(b) Parish Councillors: The following Councillors had reports:

- Vice Chair:

- i. There have been events at the north end of the village causing parking issues at the Green.

- ii. Comments have been made that there is livestock escaping in the village. It was noted that the Council should put something in the village news.

- iii. Motorcycles have been riding along with weir path between Sutton Courtenay and Culham.
- iv. There is signage on a road in Appleford announcing a road is closed, but the road is not closed which is causing confusion.
- v. There is a specific drainage issue where water is running through a garage as a result from a blocked drain.
- Chair:
  - i. The Council **RESOLVED** to have a representative from the Didcot Data Campus come and speak at the October meeting. The Locum Clerk will add this to the agenda – the meeting will start at 7pm to accommodate.
  - ii. Savills has asked for a private meeting with the Councillors to discuss Hobbyhorse Lane North planning application P21/V2682/O. The Council would not like to have a private meeting. This will be part of the suggested protocol noted in minute reference 2025/132(e). The Council asked the Locum Clerk to invite Savills to the November meeting, making them aware this will be a Parish Council meeting in public. The meeting will be held at 7pm if they attend.
  - iii. Offroad motor bikes have been on the recreation ground
  - iv. The Parish Council wrote to Oxfordshire County Council's (OCC) Scrutiny Committee on the 15<sup>th</sup> July requesting an audit of the workings of the OCC Planning Committee with regards to delays on determination of planning applications submitted by FCC and Heidelberg and subsequent lack of enforcement of planning conditions. The letter was not on the Scrutiny Committee's August agenda and there has been no formal response to the request in the letter. The next Scrutiny Committee meeting is at the end of September. The Chairman suggested that the PC should speak at that meeting.
- (c) Clerk: The Locum Clerk reported that there had been a request for a sign at the Skylark Fields play area. The Locum Clerk has passed this onto the management company.  
The Locum Clerk has raised recent anti-social/racial incidents with the PCSO.
- (a)The County and District Councillor reported the following:  
The local government reorganisation is progressing and he will have a further update at the October meeting.  
SESRO come in at double the original budget forecast.  
He has attended recent meetings regarding local footpaths,

2025/136

Parish Council Assets

- (a) High Street phone kiosk: No progress.
- (b) New litter bins (cemetery, High Street, and Bradstocks Way): The Locum Clerk will check to see if these have been placed.
- (c) New SID poles update: It was noted that SCPC is waiting for OCC to install new poles. This is on hold due to staff illness at OCC.
- (d) To report any issues with SIDs: Some SIDs are to be moved. JW and the Vice Chair will work on this.

- 2025/137      Recreation Ground
- (a) Smoke Free Oxfordshire sign project update: LP reported she has installed the sign, but it has been pulled off. She thanked the scouts who have helped design it.
  - (b) New cricket nets (S106 project): The Chair is working on the application and will subsequently put in the s106 application. The Council **RESOLVED** to put in a planning application and a s106 application.
  - (c) To receive the fortnightly checks and consider any action needed: It was noted a wooden piece has come off one of the shelters. It was noted that the trampolines were not properly installed by Kompan. The Council **RESOLVED** to write to the Director of Kompan to address the issue. The Chair will draft a letter for the Clerk to send. The Clerk will investigate costs for fencing around the trampolines.
  - (d) To consider investigating toilets at the Recreation Ground: The Council **RESOLVED** not to investigate composting toilets. The Council would like to investigate contacting the Football Club to refurbish the toilets in the Sports Pavilion and creating an independent public access to the toilets.
- 2025/138      Village Green vehicle barrier project (S106 funding): The project is stalled as the Council needs confirmation from Persimmon that they are happy for this to be spent off site.
- 2025/139      Sutton Courtenay Parish Council Action Plan: The Council **RESOLVED** to defer this to October.
- 2025/140      Finance
- (a) To consider the 2024-25 external auditor's report: There were no actions
  - (b) To consider the insurance renewal specification and quote: The Council **RESOLVED** to proceed with Gallagher as they are in a three-year long-term agreement. The Council will make any necessary edits to the policy over the year.
  - (c) To consider reappointing April Skies accounting as the internal auditor for 2025/26: The Council **RESOLVED** to proceed with April Skies as the internal auditor for 2025/6.
  - (d) To consider whether the District Council should retain CIL for the current financial year: The Council **RESOLVED** for the District Council NOT to retain CIL for the current financial year.
  - (e) To approve the August and September payment reports: The Council approved the August and September payments including a payment to make a planning application for the cricket nets. See Attachment 1.
  - (f) The online banking platform: The Council resolved for the Vice Chair to raise the payments and the Chairman and JOC to approve.
  - (g) To note the budget and reserves reports: The Council noted the budget and reserves report.
  - (h) To note the agreement to spend £495 on a software tool for the planning application for the cricket nets. The Council noted this spend which was approved by the Clerk under delegated authority.

2025/141

Casual Vacancies

- (a) It was noted that no by-election had been called following the vacancy created by the resignation of Cllr Field.
- (b) The Council has not had any applications for councillor vacancy at the meeting.

Close of meeting

The next ordinary meeting of the Council would be held on Tuesday 7th October 2025. There being no further business the Chairman declared the meeting closed at 9:19pm

Signed .....

Dated .....

## Attachment 1

Aug-25

|                 |               |                                           | <b>Receipts</b>                |                        |                 |                 |
|-----------------|---------------|-------------------------------------------|--------------------------------|------------------------|-----------------|-----------------|
| <b>Voucher</b>  |               | <b>Name</b>                               | <b>Description</b>             |                        | <b>Amount</b>   | <b>Totals</b>   |
| 7               |               | Tonks Brothers Funeral Directors          | Cemetery fees                  |                        | 400.00          |                 |
| 8               |               | M & R H*****                              | Cemetery fees                  |                        | 500.00          |                 |
| 9               |               | Oxfordshire County Council                | Grass cutting verges           |                        | 1,607.74        |                 |
|                 |               |                                           |                                |                        |                 | <b>2,507.74</b> |
|                 |               |                                           | <b>Payments</b>                |                        |                 |                 |
| <b>Voucher</b>  | <b>Method</b> | <b>Name</b>                               | <b>Description</b>             | <b>Invoice</b>         | <b>Amount</b>   | <b>Totals</b>   |
| 74              | card          | Royal Mail                                | Postage                        | card                   | 1.55            |                 |
| 75              | card          | Value Products Ltd                        | Signage                        | card                   | 35.98           |                 |
| 76              | card          | Wickes                                    | Security                       | card                   | 53.00           |                 |
| 77              | card          | HP Inc UK Ltd                             | Ink                            | card                   | 6.49            |                 |
| 78              | card          | Hampshire County Council - Legal Services | Legal fees                     | see item 065           | -31.50          |                 |
| 79              | card          | Royal Mail                                | Postage                        | card                   | 1.70            |                 |
| 81              | card          | B&Q                                       | Additional grounds maintenance | card                   | 1.80            |                 |
| 84              | card          | Royal Mail                                | Postage                        | card                   | 6.80            |                 |
| 86              | card          | Royal Mail                                | Postage                        | card                   | 3.10            |                 |
| 94              | card          | Royal Mail                                | Postage                        | card                   | 3.25            |                 |
|                 |               |                                           |                                |                        | Card payments   | 113.67          |
| <b>80</b>       | <b>BACS</b>   | <b>AC Drives and Landscaping</b>          | <b>Brickwork</b>               | <b>58</b>              | <b>1,435.00</b> |                 |
| <b>82</b>       | <b>BACS</b>   | <b>Community Heartbeat</b>                | <b>Defib supplies</b>          | <b>27073</b>           | <b>360.00</b>   |                 |
| <b>83</b>       | <b>BACS</b>   | <b>Moore</b>                              | <b>Audit</b>                   | <b>331775</b>          | <b>504.00</b>   |                 |
| 85              | DIRDEBIT      | EE                                        | Phone                          | V02366448203           | 15.60           |                 |
| <b>87</b>       | <b>BACS</b>   | <b>Shield Maintenance Ltd</b>             | <b>Waste collection</b>        | <b>9148</b>            | <b>148.20</b>   |                 |
| <b>88</b>       | <b>BACS</b>   | <b>J Currie</b>                           | <b>Mileage</b>                 | <b>Month 4 mileage</b> | <b>57.20</b>    |                 |
| 89              | STORDER       | J Currie                                  | Salary                         | Month 5 salary         | 1,586.00        |                 |
| 90              | STORDER       | Oxfordshire Pension Fund                  | Pension                        | Month 5 pension        | 556.40          |                 |
| 91              | DIRDEBIT      | HMRC                                      | NI & Tax                       | Month 5 HMRC           | 560.36          |                 |
| <b>92</b>       | <b>BACS</b>   | <b>Tactical Facilities Management Ltd</b> | <b>Grounds maintenance</b>     | <b>SI3979</b>          | <b>1,454.54</b> |                 |
| <b>93</b>       | <b>BACS</b>   | <b>Land &amp; Property Registration</b>   | <b>Legal fees</b>              | <b>SUT/01</b>          | <b>215.00</b>   |                 |
|                 |               |                                           |                                |                        | To be paid      | 6,892.30        |
|                 |               |                                           |                                |                        |                 | <b>7,005.97</b> |
| <b>Transfer</b> | <b>BACS</b>   | <b>From Unity</b>                         | <b>To prepayment card</b>      |                        |                 | <b>113.67</b>   |