

KING'S SUTTON PARISH COUNCIL

King's Sutton Millennium Memorial Hall, Astrop Road, King's Sutton
Banbury, Oxon OX17 3PG

Tel: 07553 200545

Email: clerk@kingssutton-pc.gov.uk

The **PARISH COUNCIL MEETING** of the
KING'S SUTTON PARISH COUNCIL
will be held on
THURSDAY 4TH SEPTEMBER 2025 in the ASTROP ROOM,
KING'S SUTTON MILLENNIUM MEMORIAL HALL
at **7.30 P.M.**

Members of the Public and the Press are invited to attend

AGENDA

Chairman's Announcement: The Openness of Local Government Bodies Regulations 2014:

1. To Receive Apologies and Approve the Reasons for Absence
2. To invite Declarations of Interest:
 - 2.1 Disclosable Pecuniary Interests
 - 2.2 Other/Personal/Non-registerable Interests
 - 2.3 To receive Requests for Dispensations.
3. Public Participation: An opportunity for members of the public to address the Council on items listed on the Agenda
4. To confirm the accuracy of the Minutes of the Meeting held 3rd July 2025
5. To Note Reports from:
 - 5.1 the Clerk
 - 5.2 the Chairman:
 - 5.3 the Vice Chairman
6. Warden Reports: to consider issues raised by:
 - 6.1 Footpaths Wardens
 - 6.2 Tree Warden:
 - 6.3 War Memorial Warden
 - 6.4 Cemetery Warden
 - 6.5 Community Library Warden
 - 6.6 Community Beekeeping Warden
 - 6.7 Biodiversity Warden
7. Finance Schedule:

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7.1 To Approve the Payments, noting the Clerk's pay reflects the pay award of 3.2% agreed between unions and Local Government Employers

7.2 To Note Receipts

8. Definitive Map Modification Orders: to consider responding to a consultation from the Definitive Map Officer at WNC relating to:
 - 8.1 DMMO 175 (consultation closes 15th September 2025)
 - 8.2 DMMO 366 (consultation closes 25th September 2025)
9. Training: courses and workshops
 - 9.1 To receive requests for places on courses,
 - 9.2 To receive feedback from Councillors on attended courses
10. Councillor Vacancy: to consider co-opting to fill the vacancy
11. To consider appointing a Climate and Nature (CAN) Champion, adopting the remit as described in the purpose and key responsibilities of the role description and to note the first proposed meeting date of CAN Champions (Wednesday 19th November 2025, from 7-9pm)
12. Northants CALC Annual Conference: Saturday 4th October 2025 at Moulton Community Centre from 9:15am: to consider sending two delegates
13. West Northamptonshire Parish Path Warden Scheme to note delay to re-launch of the scheme
14. Amenities:
 - 14.1 To note correspondence relating to a new dog waste bin near the garages on the Willows (pro forma invoice under item 7.1)
 - 14.2 To consider a request for a dog waste bin on the Little Rushes Estate
15. To consider placing an order from the Royal British Legion Industries' 2025 Remembrance Range
16. King's Sutton Cemetery
 - 16.1 Memorial regulations:
 - 16.1.1 To review policy with regards to the placing of silk and plastic flowers
 - 16.1.2 To consider correspondences relating to the placing of kerbing/gravel in the New Extension Section and determine any further action required
 - 16.2 Risk Assessments/ topple test: to note report from the Clerk
17. Planning:
 - 17.1 Chairman's Report
 - 17.2 To consider recommendations from the Meeting held at 7pm on 4th September 2025:
 - 17.2.1. Application 2025/3256/PA
Location: Barn adjacent to Court House Farm Mill Lane Kings Sutton
Proposal: Determination as to whether prior approval is required (under Class Q of Part 3 of the above Order) for the change of use of an agricultural building to 2No. dwelling houses (Use Class C3) with associated building operations in respect of: the

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transport and highways impact of the development; noise impacts of the development, contamination risks on the site; flooding risks on the site; whether the siting and location of the buildings makes it impractical or undesirable to change the use; and the design and external appearance of the building.

<https://wnc.planning-register.co.uk/Planning/Display/2025/3256/PA>

14.2.2. Application 2024/5451/FULL

Location: Land West Of Mill Lane Kings Sutton

Proposal: 2 no. proposed dwellings, car ports, access driveway and associated landscaping

Re-consultation: additional information submitted

<https://wnc.planning-register.co.uk/Planning/Display/2024/5451/FULL>

18. Highways Issues:

18.1 To receive update on issues raised by a resident at the July Parish Council Meeting

18.2 To receive update on Mill Lane issues

18.3 To note that the Section 50 has been updated by WNC and to consider quotation for new VAS

19. Finance Governance & Policy Committee:

19.1 Chairman's Report:

19.2 To consider Recommendations from the Meeting held on 24th July 2025

Recommendation 1: IT Policy: To approve the policy with the following amendment delete "provided by King's Sutton Parish Council" (paragraph 8) and replace with "used for King's Sutton Parish Council business"

Recommendation 2: Social Media Policy: To approve the policy with the following amendments: delete "quarterly" (with reference to King's Sutton Times) and add "on behalf of (deleting by)" after "published"

Recommendation 3: Travel, Expenses, Allowances Policy: to approve

Recommendation 4: Safeguarding Policy: to approve

Recommendation 5: that the Flood Wardens be sent the recently received Handbook and a meeting be facilitated to set up a Community Resilience and Response Group (CRRG) in order for an action plan to be developed.

Recommendation 6: Stones on the Square: to approach the property owner to ask if the contractor would be minded to install replacement stones and remove the damaged ones on The Square

20. Village Events

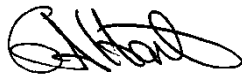
20.1 Gardening Club Village Show – to consider request to use the Parish Council website for submitting entries

21.2 King's Sutton in Bloom: to consider suggestions for amendments to the operating plan for 2026

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21. Flooding Matters: to receive update
22. Project Updates: To receive Reports and put questions regarding:
 - 21.1 The Cemetery Extension:
 - 21.2 Climate Change Working Group: A Call to Action and Biodiversity: to include Beekeeping and Rewilding areas
 - 21.3 Inclusive Play Equipment
23. Councillor and Representative Reports: To receive Reports and put Questions to:
 - 22.1 Councillors For..:
 - 22.1.1 Amenities:
 - 22.1.2 Cemetery:
 - 22.1.3 Communications:
 - 22.1.4 Lighting:
 - 22.1.5 The Rec:
 - 22.1.6 Traffic Calming and Highways:
 - 22.2 Representatives:
 - 22.2.1 King's Sutton Playing Fields Association: to appoint
 - 22.2.2 King's Sutton Millennium Memorial Hall
 - 22.2.3 Poor's Allotment Trust
 - 22.2.4 Police Liaison
24. To consider issues relating to street areas to include signage provision to amenities
25. To review all resolutions in the light of the Climate Change Policy
26. To Receive items for the next Finance, Governance and Policy Committee Meeting (Tuesday 16th September 2025)
27. To Receive items for the next Meeting (Thursday 2nd October 2025)



Signed:

Clerk

Date: 28th August 2025