

DEDDINGTON PARISH COUNCIL

Minutes of a Meeting held at the Town Hall on Wednesday 21 August 2002 commencing at 7.30pm

Present: Councillors Flux (Chairman), Mrs Harvey (Vice-Chairman) Mrs Cox, Todd, Mrs Swash, Helen Spencer, Alton, Ellis, Haslam, Squires, Wood, Westley, Graham Pitts (Clerk), Sue Gibbs (Minute Secretary). Councillor O'sullivan in attendance.

Apologies

Apologies for absence were received from Cllr Rollason.

274/02

New Councillors

The Chairman welcomed the three new Councillors, Cllrs Brian Woods, Martin Squires and Steve Westley who had joined the Council since the previous meeting.

275/02

New Clerk

The Chairman introduced the new Clerk, Graham Pitts who had now taken over from Jane Plummer.

276/02

Minutes

The minutes of the Meeting held on 17 July 2002 were approved as a true record and signed by the Chairman. There were no matters arising.

277/02

10 Minute Open Forum

There were no members of the public wishing to speak.

278/02

Stonepits - Allotments

The Chairman reported that he had been approached by Derek Parker asking if it would be possible for the people of Hempton to use the Stonepits area as allotments. After some discussion, it was agreed that the Environment Group should look into this and work with Mr Parker and others from Hempton, to take this forward.

279/02

Finance and General Purposes Working Group

Cllr Todd reported as follows:

- a) Auditing Arrangements. The next audit would be in the Autumn. Dr Stephen Vickers had expressed an interest in performing the internal audit function, but would not be able to do anything until September. The Working Group proposed that this was followed up and subject to his suitability, Dr Vickers be appointed. This was agreed. Cllr Todd confirmed there would be no fee for his services.
- b) Stewards' Workshop. The Stewards had requested a workshop/shed where tools could be stored and items repaired. It was proposed that this should be situated at the Windmill Centre at a cost of around £750. After some discussion during which security was highlighted as a potential problem, the need for such a shed was agreed. Cllr Todd proposed that a budget of up to £750 be

allowed. This was seconded by Cllr Cox. This was agreed, with three abstentions.

- c) Notice boards. The Clerk was requested to write to the landowners and highways and planning authorities regarding the proposed siting and re-siting of the new boards. Once authorizations had been received, the Working Group would be able to make recommendations. In addition, Cllr Todd was in touch with the Editor of Deddington News concerning the donation of a notice board.
- d) Coat of Arms. The Working Group was not yet able to report on this.
- e) Venue for Meetings. It was agreed that the Clerk be asked to book the Holly Tree Club for the September meeting.
- f) Castle Grounds. It had been noted that the invoices relating to the cutting of the grass at the site did not give the date on which the cuts had taken place, making it impossible to reconcile the invoices with the work done. Grass cutting is a major expenditure and in order to ensure that the Council was getting value for money, the Working Group recommended that in future the contractor should be required to advise the Clerk by telephone when the cut had been completed. The Clerk should advise the ER WG Chairman or nominee of this in order that the work can be checked. When the invoice arrived the person checking the work could then certify that this was correct. This was agreed. The direction sign to the site of Deddington Castle had still not been replaced and the Council was still awaiting a meeting with English Heritage regarding maintenance.
- g) Bank Mandates. A problem had recently arisen with the bank regarding signatories to the account. The bank had ignored the fact that not all former authorized signatories were being cancelled and a cheque had not been honoured. In order to regularize the new arrangements and ensure this did not occur again the Working Group recommended that in future signatories for all the bank accounts should be as follows: Chairman, Vice-Chairman, Clerk, and Chairman and all members of the F&GP Working Group. This was agreed. The exception would be the imprest Account which would still operate on the Clerk's signature only, and the Building Society accounts. Cllr Haslem was asked to check the status of the account set up for the Millennium Celebrations.
- h) Chairman's Allowance. The Working Group would be recommending the level of the Chairman's Allowance for this year at the next meeting, once all requests for tertiary education grants from students in the Parish had been received.
- i) Annual Estimates. The Working Group reminded all other Working Groups that estimates for 2003/04 would be needed by October 2002. Cllr Haslem asked for an update on what had been put forward last year and what had actually been spent. Cllr Todd said that he had already spoken to the Clerk and hopefully a form detailing this information would be available at the next meeting.
- j) Correspondence. Oxford Rural Community Council had sent a subscription renewal at a cost of £20. Cllr Todd proposed that this be renewed. Cllr Ellis seconded the proposal and it was agreed. Cllr Todd reported that a request had been received from Breakthrough (a Breast Cancer charity) for the PC to raise £1,000. However, as the Parish Council was not a fund raising organisation no further action was recommended. Cllr Todd also reported that a letter had been received from CDC Standards Committee regarding the position of District Councillors attending Parish Council meetings and being involved in planning matters. As the Parish Council's District Councillor was a member of the

Planning Committee, he could not be asked how he might vote on a particular issue. This letter had been passed on to the Planning, Property and Highways Group.

- k) **Insurance.** Following concerns about insurance, Mr Land of King Woolley in Banbury had been asked to undertake a valuation of the Town Hall, the Windmill Centre, the Bowls Pavillion, the Cricket Pavillion and the Tennis Pavillion. This had been set at £213,500. It was agreed that this seemed too low and **that further clarification should be sought.**
- l) A letter had been received from the external auditors, Burnet Swain, appointed by the Audit Commission, stating that they had now been acquired by HLV AV Audit Plc. Anyone with an interest in that company must declare it. A request for the Annual Return to be submitted had also been received.
- m) **Painting of the Town Hall.** Cllr Todd confirmed that the tender had been awarded to Mark Rogers and the work was due to be done in September.
- n) **Stewards' use of Cars.** Discussions on this were still ongoing.

280/02

Planning, Property and Highways Working Group

Planning

Cllr Harvey reported as follows:

- a) 02/01532/TCA -Old Farm House, High Street - Removal of apple tree. No objection
- b) 02/01560/F - 2 Hempton Road - Extension on east side of house adjoining No 1. There had been some contention in the past regarding the boundaries at this property. Although no letters of objection had been received on this occasion, there was concern that this extension would be over-developing the site and that it would be too close to the Footpath. **It was agreed that objection be made on those grounds.**
- c) 02/01558/F - 22 The Daedings - erection of external chimney and bay window. Other properties in the area had the same extension. **It was agreed that no objection should be made.**
- d) 02/01568/LB - Leadenporch House - extensive works to the west wing to restore to original standards. **It was agreed that no objection should be raised, providing there were no infringements to its Listed Building/Conservation Area status.**
- e) 02/01705/F - Swere House, Clifton - erection of 2 bay Wagon Shed. Cllr Harvey reported that she and Cllr Cox had visited this site, and although the design was sympathetic, there were concerns that it was possibly outside the existing building line, that it would be obtrusive to neighbours, and on the bend of the road, with a possible distraction to passing motorists. **It was agreed that objections be made on these grounds.**
- f) A list of approvals was read out.
- g) CDC had dismissed the appeal of Orchard House, Deddington.
- h) Letters of concern had been received from Mr & Mrs Holt and Mr Catania regarding the new house to be built near Walnut Tree House.
- i) Cllr Harvey reported that Ian Grace, Senior Planning Officer at Cherwell had

- agreed to come and talk at the next Parish Council meeting,
- j) Mr Welford of Clifton had been granted the use of the car park on condition he planted trees. On inspection it had become clear that this had not been done. **It was agreed that a letter should be sent to the Enforcement Officer regarding this.**

281/02

Highways

Cllr Cox reported as follows:

- a) **Nuisance team.** It was agreed that Mark Harman should be invited to come and speak at the November meeting.
- b) **Traffic Management and Parking.** It was agreed that this would be discussed at the October meeting.
- c) **Cherwell Speed Limit Project.** The Parish Council had until 10 September to respond to the County Council's formal consultation on the proposals for speed limits in Cherwell Villages. **As previously discussed, the Council objected to the proposed placing of the speed limit signs on the approach to Deddington from Clifton and wished these to be moved towards Clifton and placed at "The Feathers" property.**
- d) **Traffic Calming Issues.** The Clerk confirmed that information regarding the two accident "black spots" at New St and High St and the right turn into St Thomas St had not yet been received from the police. **It was agreed that he would chase this up.** Cllr Cox reported that the hedge opposite the turn into St Thomas St had been trimmed back but **it was agreed a letter should be sent to OCC asking for clarification as to who was responsible to keeping it cut back.**
- e) **Letter to Mr Carritt.** This did not appear to have been sent and **it was agreed that it should go off immediately.**
- f) **Road Markings.** **It was agreed that this should be included in the letter to be sent to OCC.**
- g) **Earls Lane.** A letter had been received from Cllr Rollason regarding traffic and speeding in Earls Lane. Cllr Cox proposed that the Council re-monitor both Earls Lane and Clifton Road for speed and volume of traffic so that a comparison with recent data could be made. **This was agreed and Cllr Cox was happy to progress this with TVP.**
- h) **Victoria Terrace.** It had been promised 18 months previously that the drains would be cleared, but this had not been done. It was agreed that a letter should be sent chasing this up.
- i) **Bullring Sign.** The Chairman reported that a letter had been sent to OCC Highways asking for this to be replaced, following the incident where it had been thrown into his garden. Cllrs Cox and Harvey both expressed their concern at Councillors being targeted in this way.
- j) **BT Lines between Hempton and Duns Tew.** Concerns had been raised at the erection of overhead telephone wires between Duns Tew and Hempton. The Chairman confirmed that complaints had been made to BT and that he had met with District Councillors Terry Miall and O'sullivan, and the Chairman of Duns Tew Parish Council. However, it appeared that once BT had decided that these cables were necessary there was almost no comeback.

to move them. It was agreed that the Clerk should look into this. Cllr Cox expressed concern about indemnity and it was agreed that this needed to be checked. Cllr Todd reminded the WG that 3 quotes would be needed before one could be accepted. Cllr Haslem said he thought that this work had already been done by the previous Vice-Chairman and promised to check with her.

- i) Castle Grounds. A letter had been received from Designgro quoting £0.75 a metre for remedial work on the Football Pitch. Cllr Swash asked whether it had been agreed that the Colts would do this. The goal post at Castle Ground had been taken down and the Stewards had asked whether a group of the Colts' fathers would be able to replace it, as it was too heavy for them to lift. It was agreed that Cllr Haslem would speak to Deddington Colts about both of these matters.
- j) Ragwort. This had been spotted between Aynho and Clifton by the bridge. Any sightings needed to be reported to CDC or Northants DC.

283/02

Working Groups and Membership

It was agreed that now there was a full quota of councillors, the Planning, Property and Highways should be divided into two separate groups: Planning and Property, and Highways. Membership would be as follows:

Planning: Cllrs Harvey, Cox, Woods
Highways: Cllrs Haslam, Ellis, Westley, Cox, Wood,
Environment: Cllrs Swash, Spencer, Harvey, Squires,
Finance: Cllrs Todd, Alton, Rollason, Swash, Wood

284/02

Invoices for Payment

Invoices totaling £4716.10 in accordance with a schedule circulated at the meeting, a copy of which is filed with these minutes, were approved for payment.

285/02

Investment of Councils Funds

At the close of business on 21 August 2002 the balances were as follows:

A/C Number	Balance	Interest	Notice
60858471	4660.81	1.5%	14 days
60708569	19048.39	1.0%	Overnight
70012564	NIL	1.0%	Overnight
70708526	1500.00	1.0%	Imprest
70708542	283.00	.1%	Current
Bradford & Bingley	1000.00	3.4%	120 days
W. Bromwich BS.	518819.43	4.5%	Overnight

TOTAL 545311.63

Correspondence

A list of correspondence was circulated at the meeting.

- a. 8 August 2002: it was noted that former Cllr Garvey had died.
- b. Deddington Circular Walk - Cllr Swash said that CDC wanted

the signs. It was agreed that a note should be put in the Deddington News asking villagers to let the Parish Council if any signs were missing/damaged. It was agreed that this could be extended to all footpaths in the Parish.

287/02

Burger Van.

The Chairman reported that he had received a phone call from the police asking if the Parish Council would have any objections to a mobile burger van trading in the village. The owner had apparently received approval from OCC on health and hygiene grounds. Some concern was expressed that this might lead to increased rubbish, noise and general disruption in the village and it was agreed that more information should be obtained as to what hours the owner intended to park in the village and how often.

288/02

Date of Next Meeting

Wednesday 18 September at the Holly Tree Club commencing at 7.30pm