

**DEDDINGTON PARISH COUNCIL**  
**Minutes of the Parish Council meeting held in the Holly Tree Club, Deddington on**  
**Wednesday 20 December 2017 at 7.30pm**

**Present:** D Anderson (Vice Chair), M Cox, J Eames, J Finnigan, S O'Neill, H Oldfield, J Reeve, D Rogers (Chair), M Squires, T Timms, J Watts and B Wood (Vice Chair). **Also in attendance:** District Cllr B Williams a Deddington News representative and four members of public.

265/17	<b>Apologies:</b> Cllrs A Collins, J Higham and County Cllr A Fatemian
266/17	<b>Declarations of Interest:</b> <b>The following Cllrs declared a general interest;</b> Cllr D Rogers Agenda Item 16 Grant application from the Holly Tree Club as a member of the Holly Tree Management Committee and Trustee. Cllr J Finnigan agenda item 16 Grant application from the Holly Tree Club as Chairman of the Holly Tree Management Committee and Trustee. Cllr S O'Neill in Agenda item 16 Grant application from the Holly Tree Club as a member of the Holly Tree Management Committee and Trustee.
267/17	<b>Minutes:</b> Cllr B Wood proposed, Cllr J Finnigan seconded the motion and the Council <b>RESOLVED</b> (unanimous by those in attendance) that the minutes of 15 November 2017 were approved as a true record subject to the following amendment: 50/17 Planning Correspondence "Ashcroft House" should read "Wells Yard". The Chairman then signed the minutes.
268/17	<b>Matters arising from the minutes and not referred to later on the Agenda:</b> None.
269/17	<b>10 Minute Open Forum:</b> Michael Allbrook addressed the PC regarding his objection to the proposed second storey extension that is part of the 17/02311/F – Deddington Royal British Legion Club, High Street, Deddington. His concerns included light obstruction and overlooking and he also noted that three other planning applications for similar extensions in the local area had been declined. Paul Harris (the applicant) responded to Mr Allbrook's concerns. Cllr H Oldfield joined the meeting during the discussions. Cllr D Anderson left the meeting after this agenda item.
270/17	<b>County and District Councillor updates:</b> (i) <b>Report from County Cllr A Fatemian:</b> No report received. (ii) <b>Report from District Cllr B Williams:</b> Report received and available on the PC website. a) <b>Castle Quay I and II.</b> CDC agreed to acquire Castle Quay I and II development which is scheduled for 2020. b) <b>Horton General Hospital.</b> Action bought against Oxfordshire Clinical Commissioning Group by CDC, South Northants and Stratford on Avon District Council and Banbury Town Council has halted Phase Two of the Oxfordshire Transformation Plan where frontline services are to be downgraded and/or removed from the Horton. A ruling is expected by the high court within the first two months of 2018. c) <b>Parking Enforcement.</b> Whilst originally aimed at three urban centres this activity has extended to those villages, which have main roads through them (Deddington, Bloxham).
271/17	<b>Windmill Centre Redevelopment Working Group:</b> Mary Robinson produced a report for the PC. Cllr D Rogers proposed, Cllr J Watts seconded the motion and the Council <b>RESOLVED</b> (ten votes for and one abstention) to investigate 20m x 10m tarmac surface on BMX track to the west side of the AWC subject to a satisfactory ecological survey. The survey should take place early January. The costs can be claimed from the CDC s106 provision for off-site sports provision. Four quotes are currently being sought for a topographical and other surveys. It is being confirmed whether an underground utilities survey will be required.
272/17	<b>Planning Matters.</b> <b>Applications.</b> The following planning applications were received and considered; a) <b>17/01941 - OCC Depot:</b> OS Parcel 6200 Adjacent & East of Hill Barn & Banbury Road, Deddington. Erection of Salt Barn and provision of wash down facility, storage tanks, loading/turning area, parking, access, drainage, lighting and landscaping. DPC didn't object at Pre-application stage; CDC offered concerns re. proximity to neighbours; the consultation period has now closed. This is an OCC internal planning matter so there is no decision for DPC to make. b) <b>17/02305/HPA – 16 The Paddocks, Deddington:</b> Single storey rear extension. For info only; this is an extension granted under permitted development and the PC would not normally be consulted about permitted development requests. c) <b>17/02261/F – Ilbury Farm Barn, Nether Worton Road, Hempton:</b> Erection of new dwelling following demolition of existing redundant and partially dilapidated portal framed buildings and broken surfacing. This application was withdrawn on Monday 18 <sup>th</sup> December. d) <b>17/02278/REM – Land to Rear of The Chestnuts, Clifton:</b> Demolition of existing buildings. Erection of one detached dwelling and garage. All matters except access reserved. Cllr S O'Neill proposed, Cllr J Watts seconded the motion and the Council <b>RESOLVED</b> (ten votes for and one abstention) that it <b>objects</b> and supports numerous neighbour concerns re privacy, ecology, footpath diversion, sewage & surface water drainage. e) <b>17/02294/F – 16 The Paddocks, Deddington:</b> Conversion of outbuilding into single dwelling with associated internal & external works & formation of dropped kerb. This property is currently subject to a single-story rear extension and a loft conversion; making it a substantial size. This conversion to a single additional dwelling would over develop the site and due to its size, would impact the amenity of

the neighbours. The design, in particular a proposed dormer on the front of the property is not in-keeping with other houses in the Paddocks. There are numerous objections from the neighbours in relation to wishing to retain the original street scene; but predominantly regarding parking; by virtue of dropping the kerb to provide private parking for this dwelling, they are reducing the on street public parking by one/two spaces. Parking is already under pressure here and only one side of the road can be parked on. Opposite this dwelling are 4 bungalows lived in predominantly by elderly/disabled residents who need to be picked up kerbside as they have mobility problems, inevitably, blocking the road and or the driveway. The road is narrow as it is. Cllr B Wood proposed, Cllr J Reeve seconded the motion and the Council **RESOLVED** (unanimous) that it **objects** on the grounds of over development of the site, loss of parking, because it would impact the amenity of neighbours and because it is not in keeping with the street scene.

- f) **17/02311/F – Deddington Royal British Legion Club, High Street, Deddington:** Demolition of single storey rear extension and outbuildings, conversion of 2 No. three bedroom houses, two storey rear extension and alterations to elevations. One neighbour has raised concerns regarding privacy. District Cllr B Williams to arrange a site visit at the resident's property. Cllr B Wood proposed, Cllr J Watts seconded the motion and the Council **RESOLVED** (six votes for, three against and two abstentions) that it has no objection.
- g) **17/02327/F – The Old School House, Philcote Street, Deddington:** Erection of garden building. Cllr S O'Neill proposed, Cllr J Watts seconded the motion and the Council **RESOLVED** (unanimous) that it has no objection.
- h) **17/02329/LB – Featherton House, Chapel Square, Deddington:** Replacement of existing timber lantern lights and screens with hardwood copies, upgrading the glazing to double glazed sealed units. Cllr S O'Neill proposed, Cllr J Eames seconded the motion and the Council **RESOLVED** (unanimous) that it has no objection.
- i) **17/02342/F – Featherton House, Chapel Square, Deddington:** Replace front car park finish with resin bonded aggregate. Cllr S O'Neill proposed, Cllr H Oldfield seconded the motion and the Council **RESOLVED** (unanimous) that it has no objection but defers to conservation officer on the colour of proposed resin bonded aggregate. OCC recently repaired/patched the access to Featherton's car park in Chapel Square so the PC hopes that the works would retain access to the neighbouring bungalow and other properties and if necessary, reinstate any damage that may be caused to OCC land while carrying out the work.
- j) **17/02355/F – Stoneyford, Main Street, Clifton:** Single storey rear porch extension and conversion of garage. Cllr S O'Neill proposed, Cllr J Watts seconded the motion and the Council **RESOLVED** (unanimous) that it has no objection.

**Approvals**

- 17/02019/F: Field End, Castle Street, Deddington.
- 17/01852/REM - Home Farm, Main Street, Clifton.
- 17/01907/F – Fairview, St Thomas Street, Deddington.
- 17/01909/LB – Duke of Cumberland's Head, Main Street, Clifton.
- 17/02040/TPO – Sedge Hill, Main Street, Clifton.
- 17/00372/TCA – Stone Cottage, 2 High Street, Deddington.
- 17/00383/TCA - High Bank, St Thomas Street.

**Withdrawal:** 17/02261/F – Ilbury Farm Barn, Nether Worton Road, Hempton (as above).

274/17	<b>Neighbourhood Plan Working Group update:</b> None
275/17	<b>Large Scale Development Working Group Report:</b> David Wilson Homes will start 3 months of roadworks soon – they suggested that an explanatory flyer would be produced but this has not yet been received.
276/17	<p><b>Environment and Recreation Report:</b></p> <ol style="list-style-type: none"> <li>1) <b>Hempton footpath behind the Methodist Chapel.</b> Forms completed and submitted to OCC.</li> <li>2) <b>Second Steward.</b> Position to be readvertised.</li> <li>3) <b>Christmas tree.</b> Thanks, were passed to all those who helped with the installation of the tree. Removal booked for 5 January.</li> <li>4) <b>RBL bench.</b> Nothing further information has been received.</li> <li>5) <b>Friends of Castle Grounds.</b> A quote will be sought for removal of old metal fencing.</li> <li>6) <b>Under 6 play area roots.</b> Deferred until next meeting.</li> <li>7) <b>Windmill bench vandalism.</b> Fixed.</li> <li>8) <b>Wimborn Close Play Area.</b> Cllr J Watts proposed, Cllr M Squires seconded the motion and the Council <b>RESOLVED</b> (unanimous) that Streetscape be employed to upgrade the play area at a cost of £16k.</li> <li>9) <b>Welford's Piece Play Area</b> Cllr J Watts proposed, Cllr T Timms seconded the motion and the Council <b>RESOLVED</b> (unanimous) that ProLudic be employed to upgrade the play area at a cost of up to £25k. Further negotiations will take place regarding delivery and other elements of the work before the contract is let. Cllr J Watts proposed, Cllr M Squires seconded the motion and the Council <b>RESOLVED</b> (nine votes for and two abstentions) that fencing and a bin will be reinstated after the installation has been completed (using the £3k insurance settlement for damage caused by storm Doris).</li> <li>10) <b>All Weather Court refurbishment.</b> Cllr D Rogers proposed, Cllr M Cox seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the PC agrees in principle to re-fence the AWC and investigate lighting options. Cllr H Oldfield proposed, Cllr D Rogers seconded the motion and the Council <b>RESOLVED</b> (nine votes for and two abstentions) that Steve Parkinson (OALC financial advisor) be</li> </ol>

	<p>sent details of the whole project and asked to provide VAT advice (which will hopefully be free). He will be asked to respond on the AWC as the highest priority, the Windmill Centre is less urgent.</p> <p>11) <b>English Heritage annual inspection.</b> The meeting went well and no issues were raised. They were pleased with the work of FOCG in particular the wild flower meadow.</p> <p>12) <b>Parish Spring Clean.</b> Date to be confirmed at the next meeting but it will probably be early March 2018. County Cllr B Williams notified about significant rubbish on the Clifton to Deddington footpath and the path at northern end of the Banbury Road near David Wilson Homes.</p> <p>13) <b>OCC Civils gang.</b> A list of Deddington parish works will be provided by the PC. Cllr M Cox will collate the list. She was asked to include maintenance of the Clifton - Deddington foot path.</p> <p>14) <b>Snow Wardens.</b> Thanks to all wardens. Three broken snow shovels have been replaced. Cllr D Rogers proposed, Cllr J Watts seconded the motion and the Council <b>RESOLVED</b> (unanimous) that up to £250 be spent (using the remaining SSE community resilience fund) on a replacement gritter. It was suggested that the Holly Tree Club be asked for permission to wash the gritter out at the club after it's been used to prolong its life.</p>
277/17	<p><b>Highways and Transport report:</b></p> <p>1) <b>F&amp;GP budget wish list.</b> In response to Cllr B Wood call for potential budget items the working group have identified replacement speed awareness signs, high viz jackets for speed awareness, cones.</p> <p>2) <b>Speed Watch.</b> Feedback has been received from the NAG. The Clerk confirmed that the PC has £10m liability insurance. It was suggested that the PC should initially look at signs with the speed camera logo. The E&amp;R will send Cllr M Cox details of any suitable signs that they find.</p> <p>3) <b>Farmers Market.</b> Response to the questions posed at the last PC meeting have been received. TVP attended the last market and issued tickets to those illegally parked. TVP also noted that some cars in the market place were parked inconsiderately.</p> <p>4) <b>Civils gang</b> Cllrs M Cox, T Timms and J Watts will do a Parish walk about to have a good look around to confirm what needs doing.</p> <p>5) <b>Speed awareness signs.</b> Thanks to the volunteers who have relocated the signs. The clerk asked Mike Wasley OCC for new signs but there are none in stock at present.</p> <p>6) <b>Highways repairs.</b> The footway outside the Deddington Arms and outside Featherton House has been patched.</p> <p>7) <b>Banbury Road.</b> Work commences on 8 January 2018.</p> <p>8) <b>Abandoned damaged red car in Windmill St car park.</b> No tax or MOT, broken windscreen. TVP Police were informed 4 weeks ago but have failed to locate the car. Mail sent to PCSO - Cllr Timms has offered to meet with PCSO J. Shafford to direct him to the exact position of the vehicle. The process as told to Cllr Cox is that the owner is written to and if the owner has not dealt with the car it will be removed. Their powers extend to car parks as well as the Highway.</p> <p>9) <b>Manor farm – parking issue.</b> The Clerk will write to the resident to inform them of OCC contact details and TVP contact details.</p> <p>10) <b>RTC Hempton Rd – Murdock Close.</b> Collision between 2 vehicles – TVP dealing.</p> <p>11) <b>Highways and parking in Deddington.</b> The H&amp;TWG has produced an info sheet that addresses the questions most frequently asked by residents. These questions and answers will be reviewed with the relevant authorities and re-visited/updated periodically.</p> <p>12) <b>Unsuitable for HGV signs Philcote St/ Hopcraft Lane/St Thomas St. weight restriction signs for same.</b> District Cllr B Williams awaiting a response.</p> <p>13) <b>Hempton Road Street Light.</b> Awaiting a response from County Cllr A Fatemian.</p> <p>14) <b>Loose paving block in pavement between Church Street and the Co-Op.</b> Reported.</p> <p>15) <b>Thames water replacement manhole covers.</b> Thames Water visited the site with a concerned resident and have now built up the soil around the high manhole covers.</p> <p>16) <b>St Thomas St Trip Hazard.</b> The Clerk has chased for a response.</p> <p>17) <b>Broken Street sign St. Thomas St.</b> The cast iron "St Thomas Street" road sign nameplate on the north side of St Thomas Street near the junction with Hopcraft Lane has been fixed.</p> <p>18) <b>Clifton Road closure – cancelled.</b> Works took place earlier than expected.</p> <p>19) <b>Complaint about a tree New Street.</b> A tree is blocking out the street light, overshadowing a residents living area, blocking light and also affecting their TV ariel reception. Clerk contacted the OCC tree team and asked them to investigate when next in the area.</p> <p><b>TRANSPORT</b></p> <p>20) <b>Deddington Festival, and potential changes to S4 bus route associated with it.</b> Meeting to be arranged with Elli Garnett, Chairman of the Deddington Festival to understand requirements of Car Fest 2018 which is proposed for Sunday 10<sup>th</sup> June 2017.</p> <p>21) <b>Community Transport:</b> This is unlikely to affect Deddington directly since there is no community buses. It might affect the Bartons' 'Our Bus' service and possibly some school bus services. One consultation has already ended. Another is open about the proposed changes run by DfT which is not yet live. Community First and the minibus schemes affected in Oxfordshire have signed up to the campaign group Mobility Matters, which is opposing the DfT's proposed changes on the grounds that they would have a catastrophic effect on community transport if enforced. If you want further information or you want to sign the petition, go to: <a href="https://ctpermits.org/">https://ctpermits.org/</a></p>
278/17	<p><b>Finance &amp; General Purposes.</b></p> <p>1) <b>Bank accounts and cash flow statement agreed.</b> The main receipts and payments were noted. The cash flow has not yet been adjusted to reflect the interest included in the rolled over Nationwide bond.</p>

	<p>2) <b>Investments.</b> The Nationwide bond was rolled over at 0.75% as was a Hampshire Trust Bank bond which has not been confirmed yet. Hampshire Trust has a 1% easy access accounts where the RBL money could be placed. Hampshire Trust is a new generation bank which looks soundly based. Cllr B Wood asked other Cllrs to see if they could identify suitable accounts for the money.</p> <p>3) <b>Windmill lease.</b> Letters have been exchanged bringing the rent down to £1. Discussions continue about a new lease document. Cllr D Rogers to set out options.</p> <p>4) <b>Precept.</b> Cllrs were sent the forecast for this year and possible budgets for next year. The schedule includes information about an increased precept of 5% and 10%. Discussion followed. The PC needs to decide the precept in January 2018.</p> <p>5) <b>Windmill Plan.</b> It is necessary to have an overall preliminary plan before monies are spent. Cllrs D Rogers and B Wood have prepared a plan to show what money the PC are likely to have and where it might be spent. The plan would be open to alternative suggestions and updated as time progresses, incorporating actual figures, grants etc. Currently it includes a suggested a capital reserve of £180,000 and includes approx. £70,000 in case the PC has to indemnify the trustees of the RBL.</p> <p>6) <b>Play areas.</b> The working group recommended engaging Streetscape for the Wimborne Close play area work and Proludic for Welford's Piece (both resolved under the E&amp;R report earlier in the meeting).</p> <p>7) <b>Deddington Housing Association, Nursery School, Holly Tree Club.</b> Discussed later in the meeting.</p> <p>8) <b>OALC Data Protection Course 14 February at Didcot.</b> Two places booked. The Clerk would like a Cllr to attend with her. No Cllr from F&amp;GP wishes to go so other Cllrs were invited to attend. Cllr Cox noted that huge changes are likely in May 2018 which will have a huge impact on PC's. OALC has advised that the Data Protection Officer (DPO) should not be the Clerk or a Cllr. OALC has advised that an independent DPO could be appointed at an annual cost of around £150 per annum. Cllr attendance will be discussed further next month after Cllr Cox has checked her availability to attend.</p>																																													
279/17	<p><b>Grant Application from Deddington Housing Association.</b> Cllr S O'Neill asked that the following query be sent to OALC for clarification. "The S137 money available is related to the village precept and calculated as an amount per head per person on the electoral roll. The capital the PC has on reserve is circa £550k which can only be spent on new PC projects not running existing projects or maintenance costs. The RBL (Royal British Legion) money was a "No strings attached gift" to the Parish. How can the money now be subjected to or regulated by either of the above principles?" Discussion followed during which the Clerk was asked to send this query to OALC. It was noted that s19 of the Local Government (Miscellaneous Provisions) Act 1976 allows a local council to contribute by grant or loan towards the expenses of any voluntary organisation in providing recreational facilities – this includes "<i>premises for the use of clubs or societies having athletic, social or recreational objectives.</i>"</p>																																													
280/17	<p><b>The Grant Application for the Holly Tree was bought forward and taken as the next item on the agenda.</b> Cllrs Rogers, Finnigan and O'Neill each declared a general interest as Trustees of the club. Cllr H Oldfield proposed making a grant of £35k under s19 of the Local Government (Miscellaneous Provisions) Act 1976 to the Holly Tree Club. Discussion followed. Cllr Finnigan said that a local architect has drawn up basic and aspirational plans for the Holly Tree Club (HTC) ranging from £75k to £175k. Cllr Wood suggested that the PC wait until the Windmill Centre (WC) requirements are agreed. Cllr O'Neill disagreed. She thanked Cllr Oldfield for her proposal but would prefer to submit a full grant application, that contains all of the info that they currently have from the architect, before discussing what funds might be forthcoming, and that this shouldn't be dependent on what gets spent on the WC. Cllr Oldfield reminded Cllrs about the Neighbourhood Plan findings. Cllr Cox noted that disabled access at the HTC was an important consideration. The Chair noted that no architects had yet been asked to survey the WC and that the building would be the last phase of the project. Following the discussions Cllr H Oldfield withdrew her proposal.</p>																																													
281/17	<p><b>Grant Application from Deddington Nursery School.</b> S19 of the Local Government (Miscellaneous Provisions) Act does not apply to education. Cllr H Oldfield proposed that the remaining s137 budget of £7k for this year be spent on fulfilling a project at the nursery to bring the building up to a better standard. Discussion followed. Cllrs would like specific proposals to consider so Cllr Oldfield will ask the nursery school to clarify what they would like a grant for. Cllrs indicated that a detailed grant application for a specific purpose(s) may be viewed favorably.</p>																																													
282/17	<p><b>The Invoices for Payment</b> were bought forward and taken as the next item on the agenda. The Council <b>RESOLVED</b> (unanimous) that the invoices listed for payment on 20 December 2017, totalling £4,349.76 were approved for payment.</p>																																													
283/17	<p><b>Report upon the investment of the Parish Council's Funds as at 30 November 2017</b> was brought forward and taken as the next agenda item:</p> <table border="1"> <thead> <tr> <th>Account</th> <th>Balance</th> <th>Interest</th> <th>Notice</th> <th>Valid Until</th> </tr> </thead> <tbody> <tr> <td>Imprest</td> <td>2,515.55</td> <td>0.1%</td> <td>Imprest</td> <td></td> </tr> <tr> <td>Current</td> <td>417,113.67</td> <td>0.1%</td> <td>Current</td> <td></td> </tr> <tr> <td>Nationwide</td> <td>31,839.43</td> <td>0.75%</td> <td>1 Yr Fixed</td> <td>Mid Nov 2018</td> </tr> <tr> <td>Nationwide</td> <td>82,103.54</td> <td>0.75%</td> <td>1 Yr Fixed</td> <td>Mid July 2018</td> </tr> <tr> <td>Hampshire TB</td> <td>76,428.90</td> <td>1.2%</td> <td>1 Yr Fixed</td> <td>Mid Dec 2017</td> </tr> <tr> <td>Cambridge&amp;Counties Bank</td> <td>85,000.00</td> <td>1.1%</td> <td>1 Yr Fixed</td> <td>Early April 2018</td> </tr> <tr> <td>United Trust</td> <td>85,000.00</td> <td>1.35%</td> <td>1 Yr Fixed</td> <td>Mid April 2018</td> </tr> <tr> <td><b>Total</b></td> <td><b>880,001.09</b></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Account	Balance	Interest	Notice	Valid Until	Imprest	2,515.55	0.1%	Imprest		Current	417,113.67	0.1%	Current		Nationwide	31,839.43	0.75%	1 Yr Fixed	Mid Nov 2018	Nationwide	82,103.54	0.75%	1 Yr Fixed	Mid July 2018	Hampshire TB	76,428.90	1.2%	1 Yr Fixed	Mid Dec 2017	Cambridge&Counties Bank	85,000.00	1.1%	1 Yr Fixed	Early April 2018	United Trust	85,000.00	1.35%	1 Yr Fixed	Mid April 2018	<b>Total</b>	<b>880,001.09</b>			
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284/17	<p><b>Update from Parish Council Representatives:</b></p>																																													

	<p><b>Friends of Castle Grounds.</b> On viewing a branch that recently dropped during the snow signifies that it may be dead/dying. Dog Mess continues to be a huge problem.</p> <p><b>Holly Tree Club.</b> Members had a lovely Christmas lunch at the Deddington Arms which they financed themselves.</p> <p><b>Oxfordshire Association of Local Councils (OALC).</b> Cllr Cox will be the OALC representative on a CDC Board. She also attended a Clinical Commissioning Group (CCG) meeting and put the case about Deddington Health Centre concerns should they be asked to accept many more patients. These concerns were taken on board.</p>
285/17	<b>Correspondence:</b> None
286/17	<b>Any Other Points - No decisions can be taken under this agenda item:</b> None
287/17	<b>Next Meeting:</b> The next meeting of the Parish Council will take place on <b>Wednesday 17 January 2018 at 7.30pm</b> in the <b>Deddington Primary School, Deddington</b> . The meeting closed at 10pm.