

## DEDDINGTON PARISH COUNCIL

Minutes of the meeting held at The Town Hall on Wednesday, 16<sup>th</sup> January 2002 commencing at 7.30 pm

**Present:** Councillors Clinch (Chairman), Clarke, Cosgrove, Mrs. Davies, Flux, Haslam, Newey, Mrs. Swash and Todd

C. Cllr. Matthews, D. Councillor O'Sullivan

Jane Plummer (Clerk) and Janet Smith (Minute Secretary)

132/02 **Apologies**

Apologies for absence were received from Cllrs. Bell, Mrs. Cox, Hart, Miss Hill and Mrs. Walker.

133/02 **Minutes**

The minutes of the Meeting held on 19<sup>th</sup> December 2001 were approved as a true record and signed by the Chairman.

134/02 **Matters Arising**

Registration of Stonepits – Clerk has written to Solicitors and is awaiting a reply.

**Agreed that Clerk should continue to pursue the matter with Solicitors.**

113/02(b) Clerk confirmed it was the Village Steward who varnished the gates. Mr. Gibbard, who supplied gate, may be able to offer further advice.

**Agreed that Mr. Gibbard be asked to advise on the matter and if necessary submit an estimate for any work required to restore gates.**

135/02 **Urgent Business**

The Chairman agreed to discuss an additional item at the end of the agenda.

136/02 **Windmill Management Update**

The letter from the Windmill Management Committee detailing their responsibilities was circulated to all Councillors, for information, following the last meeting. The Management Committee confirmed that they are solely responsible for the day to day maintenance and minor refurbishment to the Centre and as such will decide what works need to be done, prioritise that work and set a programme for its completion.

**The terms of the letter were noted and agreed.**

137/02 **Finance and General Purposes Working Group**

Cllr. Mrs. Davies reported as follows:

a) The Group presented a precept paper detailing the proposal of the group for the 2002/2003 Parish Precept. A copy of the proposal is filed with these minutes. The Group proposed that a precept of £17,050 should be raised. This means a band D property will pay an annual amount of £19.60, an increase of £1.85 on the current year.

**It was agreed that the recommendation of the F&GP working group be accepted.**

b) The Clerk has updated the financial regulations to show the increased limit on the imprest account. The Clerk has suggested that a trigger limit be added to the account to ensure that it does not go overdrawn.

**Agreed that the Clerk enquires at the Bank to see if and how this could be set up.**

c) The Clerk has given Notice to the Bradford and Bingley Building society to close the account as previously agreed. Notice was given on 7 January 2002, which is when the 120 day closure period will begin.

d) A third quote is still awaited for the provision of Notice boards. However, the Group propose that the capital expenditure on the project should be split over the next two financial years. It is proposed to go ahead with the boards for the Health Centre, Hempton and the replacement

board at the Town Hall, subject to all necessary permissions being granted. The boards for the School, Clifton and the Holly Tree Club will be held over until the next financial year.

**These proposals were agreed.**

- e) The Group agreed to take no further action on the style and layout of the minutes. However, the Group will re-visit the topic in 3 months in case additional amendments are needed.
- f) No progress has been made on the Donations policy as the relevant books are with the Auditor.

**Cllr. Newey will liaise with the Clerk when the books are returned.**

- g) The Clerk located the paperwork regarding a quote for installing a stair lift in the Town Hall. The file also brought to light the findings of the last fire inspection, which state that the building is not currently fit for public meetings because of a lack of smoke alarms, emergency lighting and fire extinguishers.

**The Clerk confirmed that a meeting has been arranged with the Fire Officer to go through the update proposals.**

- h) Cllr. Bell has looked back at previous minutes to ascertain how the Capital balance has been spent since the sum of £777,000 was received.

**The Group decided that the figure should be looked at up to the present day in order for the full picture to emerge before reporting to Council.**

- i) The quarterly check of the books (to the end of December) was carried out by Cllrs. Todd and Newey.
- j) The Group felt that there should be a policy in place to ensure all rental agreements, which the PC holds with other bodies, are reviewed on an annual basis e.g. cemetery, allotments and Town Hall.

**Agreed that the Clerk will look into this in more detail when the Auditors return the books.**

138/02 **10 Minute Forum**

A resident of Hempton addressed the Council concerning traffic calming. This agenda item was held until Colin Carritt was in attendance to enable him to answer questions.

**Environment and Highways Working Group**

139/02 **Environment**

Nothing to report.

**Highways**

140/02 Colin Carritt from Oxfordshire County Council addressed the Parish Council and confirmed the following:

- a) Formal consultation on speed limits is nearly complete and changes should come into force in October 2002.
- b) Traffic calming measures have not been undertaken due to the speed limit changes, which could take place. However, it is anticipated that work will begin on the traffic calming in mid summer.
- c) The provision of white line edging on the Deddington – Hempton road will be investigated as this was promised some time ago.
- d) As Earls Lane is being used as a village by pass by some motorists, traffic calming possibilities will be investigated.
- e) Tidying of Deddington – Adderbury footpath will be completed before the end of the winter.

141/02 **Planning and Property Working Group**

Cllr Mrs. Swash reported as follows:

*Note: applications for which comments have been sent to CDC are highlighted in italics.*

**a) Applications**

02/000-27/TCA – Monks Court, Castle Street, Deddington – to fell silver birch tree

No objections but suggest planting a replacement tree

01/02536/TCA – 2 Castle End, Castle Street, Deddington – to fell sycamore tree

No objections but suggest planting a replacement tree

01/02275/F – The Finches, 1 Old Plough Walk, Hempton – two storey extension.

No objections assuming neighbours have no objections

02/00058/F – 3 Gaveston Gardens, Deddington – ground floor rear extension with first floor side extension over

Some over shadowing to no 5 plot but otherwise no objections

**Agreed that the above recommendations of the Group be accepted.**

**b) Approvals**

01/02145/f Hill Barn, Deddington

01/01993/f 4 The Beeches, Deddington

01/02023/f Roseville, Chapel Close, Clifton

142/02 **Recreation and Grants Working Group**

Cllr. Haslam reported as follows:

(a) Village Steward to be instructed to re-erect dog fouling sign at Castle Grounds.

**Clerk to arrange this.**

(b) The BMX track plans are ongoing. Work is expected to start in spring 2002.

(c) Consultations are taking place regarding the site for the goal at the Windmill Centre.

(d) English Heritage confirmed “Castle Grounds” sign would be re-instated. However, this will be allocated from their next budget (April 2002)

**Clerk to remind EH of this commitment.**

(e) A meeting regarding the Golden Jubilee will be held on 18 February 2002 at the Town Hall. The WG will invite persons in Parish who have previously shown an interest, Deddington News and Sponsors to encourage support. Cllr. Mrs. Swash will assess children’s gifts.

(f) Deddington Pre School have submitted a grant application to provide a new fence, for safety reasons, around the school. Further quotes have been received. CDC and OCC will be contacted regarding grants.

**Agreed that the Working Group will pursue this matter further and report back.**

(g) The ROSPA report has been given to the Clerk to ensure stewards complete medium risk issues.

(h) The DCFC met with the Working Group and presented options on ground development within the Parish. The Group recommended that the Club submit further proposals and report back. It is anticipated that they will report to the PC in the first quarter of 2002.

143/02 **Invoices for payment**

Invoices totalling £1,336.20 in accordance with a schedule circulated at the meeting, a copy of which is filed with these minutes, were approved for payment.

144/02 **Investment of the councils funds**

a) At close of business on 16 January 2002 the balances were as follows: -

Account No	Balance	Rate of interest%	Notice
60858471	11,549.29	1.5	14 days
60708569	141.39	0.1	Overnight
70012564	0.00	0.1	Overnight
70708542	400.00	0.1	Current
	<b><u>12,090.68</u></b>		
Bradford & Bingley BS	19,970.00	3.40	120 days
West Bromwich BS	505,277.47	4.05	Overnight
Total	<b><u>537,338.15</u></b>		

145/02 **Correspondence**

A list of correspondence was circulated at the meeting.

a) The Clerk has received quotes for a new gate at the Castle Grounds. The cheapest quote was from S Deane Fencing for £300 this was £100 less than the next quote.

**Agreed to accept the quote from S Deane Fencing.**

b) J Spencer quoted £185 to repair the roof of the Cricket Pavilion.

**Agreed to accept quote.**

c) JP Removals requested permission to use the Coat of Arms for commercial use.

**It was agreed to charge £100 for the use of the Coat of Arms. It was also agreed that F&GP working group should review fees for use of the Coat of Arms with a view to charging an annual renewal fee.**

d) Copy letters from Messrs. Haywood and Fenemore, which had been sent to the Deddington News, to be passed to F&GP working group. Cllr. Bell checking archives for background information.

e) New members Code of Conduct Meeting at CDC.

**Clerk to notify all Councillors.**

f) Clerk reported that Tender packs for grass cutting are available from the Parish Council Office.

146/02 **Urgent Business**

Cllr. Todd reported to the meeting that Albert Humphries has been awarded the MBE in the New Year Honours List.

**Agreed that the Chairman write a letter of congratulation on behalf of the Council.**

147/02 **Date of next meeting**

Wednesday 20 February 2002 at the Town Hall commencing at 7.30 pm