

DEDDINGTON PARISH COUNCIL

Minutes of a Meeting held at the Town Hall, Deddington, on Wednesday 17th January 2007 at 7.45pm

Present: Cllrs Squires (Chair), Alton, Anderson, Collins, Flux, Ince, Privett, Rudge, and Wood. CC Jelf.

In Attendance: Lorraine Watling (Clerk)

1/07	<p>Apologies Apologies were received from Cllrs Rollason, Spencer, Todd and Watts and Westbury.</p>
2/07	<p>Minutes of the last meeting The minutes of the last meeting were approved as a true record.</p>
3/07	<p>Declaration of Interests Cllr Wood declared an interest in item 8/07 (2) – Earl’s Lane. Cllrs Flux and Rudge declared an interest in item 8/07 – VAS signs in Hempton Road.</p>
4/07	<p>Matters Arising not referred to later on the Agenda There were no matters arising.</p>
5/07	<p>10 Minute Open Forum The 10 minute open forum was not utilised by any members of the general public.</p>
6/07	<p>Finance and General Purposes Working Group</p> <p>1. Cash Flow The cash flow statement to 31st December was noted.</p> <p>2. Town Hall The new lease for the Town Hall has been signed and sent off to be registered. The lease is initially for 4 years. All the suppliers whose invoices have been paid by Deddington Charity Estates have resubmitted VAT invoices to Deddington Parish Council. These will be paid after this PC meeting. All the suppliers have agreed that when they get the money they will repay the Charity. The Parish Council thanked Terry Clinch for his efforts and also the PC’s Town Hall Working Group</p> <p>3. Framework Budget The Framework Budget has been prepared for 2007/08. This reflects the new arrangement for the Town Hall. Increased allowance has been made for grass cutting. Provision has been made for the repair of the cricket pavilion roof and the Windmill entrance. An additional weekend steward has also been included in this budget. Some additional items were discussed for inclusion in next years budget. It was noted that the PC’s Capital funds cannot be used for Windmill Centre repairs. It was explained that the cost of Capital items can be recovered from the precept. The following items were highlighted as possible items of expenditure from the Capital funds:</p> <ul style="list-style-type: none"> - Traffic calming surveys £2-3 k - Traffic Variable Speed Signs 15k maximum - Bus Shelter £3.5k - Teen scene area up to £10k maximum

	<p>Highways also requested a budget for traffic islands. Cllr Flux explained that this idea had been proposed in the past and rejected by the then Highways group due to visibility problems. The Highways Working Group will determine if visibility restrictions still apply.</p> <p>4. Precept The F& GP Working Group recommended the same level of increase as last year, increasing by £1 from £31.50 to £32.50 for a Band D property. This represents an increase of 3.2% which is roughly in line with inflation. Cllr Wood proposed this increase and Cllr Flux seconded the proposal. The Clerk will provide a schedule of charges made by the council at the next PC meeting. The electricity usage at the Town Hall is also being monitored. There was a debate over whether the precept should be increased further to cover the projected expenditure from the capital reserve. It was noted that to maintain the capital reserve target of £450,000 in real terms, then the reserve would need to be increased annually in line with inflation. After some further debate it was agreed to look at capital reserves again, once any projected capital expenditure had actually been incurred.</p> <p>5. Alliance & Leicester No response was received to our original letter to the Alliance and Leicester so the Clerk has now written to the complaints department.</p> <p>6 AOB Tenders have been received for the cricket pavilion repairs and the Windmill paving. Recommendations on both items are to be presented to the PC by the F&GP Working Group. Cllr Wood proposed that a safe be brought for the Clerks office. This was seconded by Cllr Anderson. Cllr Anderson recommended that an external hard drive be purchased for the P.C. This was seconded by Cllr Ince. The PC agreed a total budget of £500 for both items.</p>
7/07	<p>Environment & Recreation There was no meeting this month but Cllr Squires reported as follows:</p> <ul style="list-style-type: none"> (a) Youth Projects/Teen Scene Area: Two of the four possible suppliers have been to the Windmill Centre and will produce full plans within 3-4 weeks. A meeting with the nursery will be held before the next PC meeting to discuss their concerns. Cllr Flux asked whether a 'photographic footprint' was available yet. Cllr Squires said that a full plan with footprints cannot be produced until all the potential suppliers have surveyed the site. (b) Post Office: The PC agreed that it should sign the on-line petition. (c) Vandalism: The Clerk will contact Cllr Westbury to check that the delivery of the leaflets will meet the Deddington News deadline. (d) Parish Remuneration Panels Report: The PC noted that it was in receipt of this document. Deddington Cllrs endorsed the fact that they will not claim for anything other than agreed mileage on parish council business. (e) Forthcoming Meetings: There is a Parish Cluster Meeting at Banbury Town Hall on 23rd January where the special topic under discussion will be Highways. Cllrs Squires and Rudge will

	<p>accompany the Clerk to this meeting. The Chairman and Clerk will attend a reception at County Hall in Oxford on 27th February.</p> <p>(f) Request for a Wedding Reception at the Castle Grounds: The PC has been approached by a local family to see if they can lease the Castle Grounds for a wedding reception on an afternoon and evening in August. The idea is that people will park in the Market Square as the wedding will be in the church. They will then proceed by foot to the reception at the Castle Grounds. The PC identified the following potential problems that would have to be addressed: parking, accessing the facility, security, noise pollution, toilet facilities, cleaning up the site afterwards and insurance. Cllr Flux noted that a wedding reception had been previously been held in Daedas Wood so this would not be setting a president. He recommended that a substantial refundable deposit be asked for as 'caution money'. The PC agreed the use of the Castle Grounds as a venue for the wedding reception in principle subject to the issues above being addressed by the family and a finishing time being agreed.</p> <p>(g) Dog Bins: Cllr Ince reported that the PC needs 4 new Dog Waste Bins. These will cost approximately £100 each and the Steward and Cllr Ince will install them. The 3 proposed bins for Deddington need approval - 1 at the Windmill Centre near the pavilion at the end of the dog walk, 1 at the far end of the Castle Grounds and 1 in Earl's Lane. The fourth bin at Hempton, which will be located near the allotments, has already been approved. Cllr Ince proposed that these bins be purchased. This was seconded by Cllr Squires. The PC agreed a budget of £500 for installing the new bins and £500 for emptying these this year.</p> <p>(h) Parish Plan: Cllr Squires reported that he will be putting the Parish Plan together and a draft sent to all interested parties, including the PC, by the end of February.</p>
8/07	<p>Report from the Highways Group Cllr Privett reported the following:</p> <ol style="list-style-type: none"> 1. <u>Correspondence Received:</u> <p>General:</p> <ol style="list-style-type: none"> a) Finger Posts: Acknowledgement from OCC to look at and report back on DPC's application for information on how to request finger posts for the War Memorial b) Dangerous Pavements: OCC's response to Cllr Todd in respect of Philcote Street and Hopcraft Lane –assessment in 2007 and possible reconstruction on 2008/9. OCC Highway inspector is satisfied with present condition. c) OCC report on findings of the OCC Big Oxfordshire School Travel Survey of 2006. No specific mention of Deddington Primary or the Warriner. Overall car use is lower than Oxon's neighbouring Counties, shift is mainly to Bus, Walking static and Cycling down but still 5 times national average. <p>Windmill Centre:</p> <ol style="list-style-type: none"> a) Repairs to Parking Area – quote received.

- b) Traffic Calming – quote received. Need a contingency for signage.

Clifton Road:

- a) Notification from OCC of installation of temporary Vehicle Activated Sign (VAS) in Clifton to test run new equipment.
- b) Debris/Litter – email from Clifton Resident. Cllr Collins has taken photos. CDC will be asked to deal with this matter and monitor.
- c) Clifton Lay-by – Resident wrote to DPC regarding excessive damage by a coach parking, pulling up and departing. OCC will be asked whether the Lay-by is “Official”.
- d) Clifton Footpath – A resident has commented on the state of the footpath so OCC will be asked to respond to this complaint.

2. Topics Progress

Earls Lane: The Clerk and Cllr Privett met Geoff Reeve from OCC Highways for a site visit and meeting to inspect the worsening state of Earls Lane. Mr Reeve suggested 2 possible courses of action:

- a) The use of planings to create a standing that is subsequently dressed and a kerb added – recycling unwanted old road surface and cheap, but effective.
- b) Using standing slabs with holes for grass to grow through – much more expensive to install.

Mr Reeve is arranging for the Technical Dept to visit and provide costings. OCC would ask for contribution from DPC. Both DPC and OCC have identified the root cause of much of the damage and will be contacting other parties when costings are in for contribution.

Bus Stop/Shelter: OCC will meet the Clerk and Cllr Privett to inspect the present hard standing and discuss replacement/renovation, since Funds have now become available. Appropriate work to allow for a new shelter can also be included.

- a) Planning Group to be asked to comment on what can be put up in Conservation Area as there are many types of Shelter available.
- b) Cllr Wood to be asked to build in Capital Costs for the new Shelter of a max of £ 3,500. The OCC shelter grant will be used.

Traffic Calming: As a result of the temporary VAS in Clifton, contact has been made with Steve Wood of OCC Speed Management Strategy. Deddington (thankfully) does not qualify for subsidised VAS equipment due to zero Casualties, but he believes that there is a problem with excessive speed in the Parish. Prior to further action being taken recognised and approved statistics need to be gathered. This can be done free of charge in 2 sites - “I need to know if DPC is seriously considering the funding of VAS. If that is the case then we (OCC) would need the data from monitoring in order to deal with that request and monitoring would be carried out free of charge.” (Monitoring for 7 days - £ 195 per site).

	<p>HWG comment as follows:</p> <ul style="list-style-type: none"> a) The data the HWG have gathered, supports excessive speed in accordance with OCC's requirements. OCC will be providing the PC with their data from the Clifton site shortly. b) Pre and Post VAS information supplied by OCC in Bladon, clearly demonstrate a noticeable reduction in speeds. c) HWG recommended that the PC approach OCC to conduct a speed trial on Hempton Road and on the southern entrance to Deddington on the A4260. d) HWG recommended that should OCC agree to the installation of 3 VAS signs the best places to install them are Hempton, Hempton Road eastbound and A4260 northbound at the southern end of Deddington. Cllr Ince proposed that the PC proceed with this proposal. Cllr Collins seconded this proposal. Cllrs Flux and Rudge abstained. All other Cllrs in attendance approved the proposal. <p>Road Safety and Crossings: Cllr Privett to take this up with the OCC representative as advised by Steve Wood.</p> <p>5. Any Other Business: HWG will contact CDC for details of their policies on Wheelie Bins.</p> <p>News of the demise of the over-pollarded tree appears to be unfounded – green shoots have been noted. Monitoring will continue, along with that of its neighbour – a rather sorry looking bush.</p>
9/07	<p>Planning Working Group: New applications</p> <p>06/02451/F - 19 The Paddocks, Deddington - proposed creation of a single storey dwelling (and new vehicular access off Mill Close) on land to rear of The Paddocks. It is accepted on behalf of developers that it represents “a form of backland development” but it is argued that it is not harmful to the character and appearance of the area. Plan requires relocation of Thames Water pumping station for which permission is being sought. Comment made that relocation and extra supply would exacerbate existing low water pressure but no written evidence to date. Also application suggests few 2 bedroom houses exist in area but Mill Close has 10. The PC will object.</p> <p>06/02411/F - The Mews House, Castle Street, Deddington. Two storey extension to NE elevation, demolish garage and construct new single storey extension to SW elevation. Concerns expressed include possible future change of use to light industrial/office use and possible disturbance/ noise etc if proposed car parking (min 4 cars) is increased on what is a garden environment. The next door neighbour has expressed concerns re proximity. The PC will not object but will ask for conditions to be imposed prohibiting conversion of garage to “granny flat” and for its use to be restricted to occupier of main dwelling.</p> <p>06/02446/F & 06/02447/LB - Land to rear of Holcombe Hotel, Deddington. Removal and rebuilding of 15m of stone wall. Variation of approval 05/02445/F. No objection.</p> <p>06/02462/LB & 06/02461/F - The Homestead, The Lane, Hempton. Two</p>

	<p>storey rear and first floor side extensions, new roof with associated internal works and front porch. Received 17.01.07 so not discussed yet...</p> <p>06/00014/F - 45 Mill Close, Deddington. Detached, single storey, double garage. Received 17.01.07 so not discussed yet.</p> <p>Approvals by CDC 06/02088/F - Victoria House, Horse Fair, Deddington. New conservatory and entrance lobby. 06/02238/F - Langton House, Chipping Norton Road, Hempton. Conservatory to rear and garage extension to front, porch roof and dormer to front. 06/02173/TCA - Manor Farm Barns, Hempton Road, Deddington. Removal of three lower branches from tree.</p> <p>Refusals by CDC. 06/01993/F - 35 Gaveston Gardens, Deddington. Replacement garden store and change of use from landscape area to garden. Reasons given- conflicts with objective to retain effective buffer zone between open countryside and housing developments and would set unwelcome precedent for other similar plots, threatening overall appearance and function of the area. 06/02048/F - Stable Cottage, Hempton Road, Deddington. Installation of solar panels. Reasons given- bulk and appearance of panels would cause detriment to appearance of roof slope and, being prominent and visible publicly, would harm character and appearance of the dwelling and locality and fail to preserve or enhance character and appearance of the CA.</p> <p>Appeal decision 06/00691/F - Land to rear of the Chestnuts, Clifton – proposed erection of dwelling to replace three open-sided barns. Refusal upheld. Reasons given - intrusion into countryside and harm to character and appearance of the area.</p> <p>Miscellaneous 06/00462F - Land adjacent to SE of Orchard End, St. Thomas Street. Construction of 2 new dwellings, alterations to front boundary wall and existing access. Appears considerable landscaping has taken place without planning permission. Trees appear to have been removed without permission and 3 oak trees with preservation orders may be prejudiced by landscaping. CDC is investigating.</p>												
10/07	<p>Play Areas: No new issues have been identified. The Wimborn play area patch will be actioned when the weather improves.</p>												
11/07	<p>Invoices for Payment A schedule of invoices totalling £6,680.01 was tabled, a copy of which is filed with these minutes. These were approved for payment.</p>												
12/07	<p>Investment of Council Funds At the close of business on 20th December 2006 the balances were as follows:</p> <table border="1" data-bbox="368 1921 1359 2033"> <thead> <tr> <th>ACCOUNT NUMBER</th> <th>BALANCE</th> <th>INTEREST</th> <th>NOTICE</th> </tr> </thead> <tbody> <tr> <td>70708526</td> <td>655.58</td> <td>.1%</td> <td>Imprest</td> </tr> <tr> <td>70708542</td> <td>6,935.79</td> <td>.1%</td> <td>Current</td> </tr> </tbody> </table>	ACCOUNT NUMBER	BALANCE	INTEREST	NOTICE	70708526	655.58	.1%	Imprest	70708542	6,935.79	.1%	Current
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	W. Bromwich Building Soc.	341,709.76	4.85%	Overnight
	Alliance & Leicester	1,111.27	2.5%	30 Days
	Birmingham Midshires	200,000.00	5.13%	Fixed Bond
	TOTAL	550,412.40		
13/07	<u>AOB</u> Annual PC Meeting. The Chairman asked the Clerk to book the Lounge of the Windmill Centre for this meeting to be held on a Tuesday in May.			
14/07	<u>Next Meeting</u> The next meeting of the Parish Council will take place on Wednesday 21 st February 2007 at 7.45pm in The Town Hall.			