

**DEDDINGTON PARISH COUNCIL**

**Minutes of the Parish Council meeting held in the Deddington Primary School, Deddington on  
Wednesday 17 January 2018 at 7.30pm**

**Present:** Cllrs A Collins, M Cox, J Finnigan, J Higham, S O'Neill, H Oldfield, D Rogers (Chair), M Squires, T Timms, J Watts and B Wood (Vice Chair). **Also in attendance:** County Cllr A Fatemian, District Cllr B Williams a Deddington News representative and three members of public.

1/18	<b>Apologies:</b> Cllrs D Anderson (Vice Chair), J Eames and J Reeve.
2/18	<b>Declarations of Interest:</b> General Interest: Cllr D Rogers, S O'Neill and J Finnigan Agenda Item 13 F&GP (8) Holly Tree Club grant application as members of the Holly Tree Management Committee and Trustees.
3/18	<b>Minutes:</b> Cllr S O'Neill proposed, Cllr J Finnigan seconded the motion and the Council <b>RESOLVED</b> (unanimous by those in attendance) that the minutes of 20 December 2017 were approved as a true record subject to the following amendments: 277/17 17) Broken Street sign St. Thomas Street. The cast iron "St Thomas Street" road sign on the north side of St Thomas Street near the junction with Hopcraft Lane has been fixed. 280/17 Grant Application for the Holly Tree Club. The seventh sentence should read - 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. The Chairman then signed the minutes.
4/18	<b>Matters arising from the minutes and not referred to later on the Agenda:</b> None.
5/18	<b>10 Minute Open Forum:</b> John Wilson of Pear Tree Cottage, St Thomas Street responded to the November 2017 Deddington News report of the PC meeting in which it was noted that a request was to be made to remove the pear tree outside his property. He showed the PC the licence he had been issued for the tree by OCC. He agreed to bring this to office for the Clerk to photocopy. Mr Wilson also addressed the Council about planning application 17/02476/F: Orchard End, St Thomas Street, Deddington. He expressed concerns regarding development next to a Grade II listed building, the proximity and the shade that the proposed building will cause. The PC agreed to bring forward this planning application and take it as the next item on the agenda. County Cllr A Fatemian joined the meeting at this point.
6/18	<b>Planning Application Ref 17/02476/F: Orchard End, St Thomas Street, Deddington.</b> Two storey rear extension and new window to front. Cllr S O'Neill proposed, Cllr A Collins seconded the motion and the Council <b>RESOLVED</b> (unanimous) that it <b>objects</b> to this planning application on the grounds of the harm caused to this historic building and the character of the conservation area due to the scale and non-traditional form of the proposed extension. The Council then went back to the main agenda.
7/18	<b>County and District Councillor updates:</b> i. <b>Report from County Cllr A Fatemian:</b> a) <b>Traffic lights.</b> Numerous complaints have been received about the traffic chaos caused by the temporary traffic lights at the crossroads in Deddington. Concerns were raised that people are using alternative routes and also speeding to make time up. Cllr J Watts proposed, Cllr M Squires seconded the motion and the Council <b>RESOLVED</b> (unanimous) that it will write to Paul Wilson at OCC and David Wilson Homes to request that work is carried out at weekends to speed up the work. b) <b>Ardley.</b> £1m tonnes of waste has now been processed at Ardley. c) <b>Carillion.</b> OCC had been moving contracts from Carillion in house with all remaining contracts due to expire on 31 March 2018 but speeded up this process. OCC purchased 500 packed lunches in case there were problems delivering school dinners. These were not needed so thirty packed lunches were passed to the homeless and the rest will be given away whilst still in date. d) <b>Horton Downgrade.</b> The judicial review regarding the down grade of the Horton was not upheld. This was passed to the Secretary of State and subsequently referred to the Independent Reconfiguration Panel. e) <b>Traffic Liaison.</b> The Neighbourhood Plan Traffic and Movement Group has suggested that a regular, even if infrequent, OCC forum meeting like the CDC one would be useful. Cllr A Fatemian said that there is usually an OCC representative at the CDC meetings. Cllr Collins queried this noting that he had attended many of these meetings and never been aware if an OCC officer being present. ii. <b>Report from District Cllr B Williams:</b> <b>Horton General Hospital.</b> District Cllr B Williams forwarded a press release which is available on the PC website.
8/18	<b>Windmill Centre Redevelopment Working Group:</b> The PC received and noted the report from The Chair of the Windmill Centre Redevelopment Working Group. Cllr M Squires proposed, Cllr J Watts seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the Council authorises a maximum of £3,000 to be spent on utilities and topographical surveys of the whole Windmill Centre site. The working group are awaiting the findings of the ecology study which was recently undertaken.
9/18	<b>Planning Matters.</b> <b>Planning Applications.</b> The following planning applications were received and considered; a) <b>17/02426/F: High Bank, St Thomas Street, Deddington.</b> Single storey rear and side extension with attached garage and two storey additions to north elevation and the removal of hipped roof. One neighbour has commented on the CDC portal regarding the new garage; it is on the boundary with

	<p>their driveway and stands 5.2m high and has two roof lights facing their property. Cllr S O'Neill proposed, Cllr M Cox seconded the motion and the Council <b>RESOLVED</b> (unanimous) that it has no objection but would add a comment that the roof lights should be moved to the North facing roof of the garage so as not to overlook the neighbours and be detrimental to their amenity.</p> <p>b) <b>17/02476/F: Orchard End, St Thomas Street, Deddington.</b> (Discussed earlier in the meeting)</p> <p>c) <b>17/02549/F: Land Adj to The Tchure, Deddington.</b> New detached 3 bed dwelling with covered parking. Widen existing gated access and raise boundary wall – revision of 17/01323/F. The only comment on the CDC portal, was from an immediate neighbour who wholeheartedly supported the proposal. Cllr S O'Neill proposed, Cllr J Finnigan seconded the motion and the Council <b>RESOLVED</b> (unanimous) that it has no objection but asks that CDC ensures that access is maintained at all times and that there is an onsite access plan to minimise disruption.</p> <p><b>Approvals</b>  17/00386/TCA Old Well House, Castle Street, Deddington.  17/02554/TCA 5 The Old Vicarage, Church Street, Deddington.  17/02062/F: 36 Gaveston Gardens, Deddington.  17/02012/F &amp; 17/02013/LB Castle House, Bull Ring, Deddington.  17/01759/F Wells Yard, Hudson Street, Deddington.</p> <p><b>Refusals:</b> 17/02125/F: Former 2 Chapmans Lane, Deddington.</p> <p><b>Withdrawals</b>  17/02261/F Ilbury Farm Barn, Nether Worton Road, Hempton.  17/02162/REM: Orchard House, Chapel Close, Clifton.</p>
10/18	<p><b>Neighbourhood Plan Working Group update:</b> The consultation period has finished and the topic groups are working through the parish responses. They are currently awaiting CDC's response to the consultation. It is hoped that this will be received before the meeting with CDC scheduled for next week. They intend to ask the question "Will CDC only deem the sites identified by the HELAA as acceptable for development and decline applications on any other sites?".</p>
11/18	<p><b>Large Scale Development Working Group Report:</b> The explanatory flyer that David Wilson Homes had said would be made available to residents prior to the work starting was not produced in time and when it became available contained incorrect contact phone numbers. The fliers are therefore being reproduced. Cllr D Rogers noted that despite requesting assurance that all works were to be completed at the same time he has yet to be given a definitive response. (Full works to include; sewers, fibre optic, extending footpath, toucan crossing, widening of A4260, pavement to east side and moving the 30mph signs). Still no OCC response to the most recent letter regarding the S106 monies for the Thursday Club (£18k) and Bus Stops by the David Wilson estate.</p>
12/18	<p><b>Environment and Recreation Report:</b></p> <ol style="list-style-type: none"> <li>1) <b>Hempton footpath behind the Methodist Chapel.</b> Awaiting feedback from OCC.</li> <li>2) <b>Second Steward advert.</b> To be re-advertised in the Deddington News.</li> <li>3) <b>Christmas tree.</b> Thank you to those who helped. The Clerk will thank Bob Staig and ask that he help again at Christmas 2018</li> <li>4) <b>RBL bench.</b> Nothing more heard</li> <li>5) <b>Under 6 play area roots.</b> Quote received. Discussion followed. This item will be bought forward to the February meeting. Cllr T Timms will calculate the square footage of bark required.</li> <li>6) <b>Wimborn Close Play Area.</b> Play equipment ordered.</li> <li>7) <b>Welford's Piece Play Area.</b> Play equipment ordered, fencing to follow.</li> <li>8) <b>MUGA 2 &amp; AWC.</b> Ecological survey undertaken. Plans for fencing, lighting and storage underway.</li> <li>9) <b>Parish Spring Clean.</b> Date to be confirmed at the February meeting. A resident has complained about dirty signs so consideration to be given to add to the Parish Clean.</li> <li>10) <b>Fair.</b> Cllr M Squires proposed, Cllr J Finnigan seconded the motion and the Council <b>RESOLVED</b> (10 for and one abstention) the dates of the fair are approved as follows: set up Wednesday 14 November from noon, the fair will run on Thursday, Friday and Saturday and leave Deddington on Sunday 18 November by midday.</li> <li>11) <b>OCC Civils gang.</b> Cllr M Cox, T Timms and J Watts will develop a list of parish jobs. Cllr A Collins asked that the Deddington - Clifton footpath be edged and weed killed.</li> <li>12) <b>Dogs at Windmill Centre.</b> Consideration is to be given to establishing a dog walk route around the Windmill Centre to stop dogs accessing and messing on the sports pitches. New dog warden to be contacted and asked for his opinion.</li> </ol>
13/18	<p><b>Highways and Transport report:</b></p> <p><b>Highways</b></p> <ol style="list-style-type: none"> <li>1) <b>Congestion at the traffic lights.</b> County Cllr A Fatemian is doing his best to have the works hastened via OCC.</li> <li>2) <b>Speedwatch.</b> It was agreed to postpone speed watch until spring when the weather is better and daylight hours are longer. There will then be an appeal for more volunteers via Deddington News. Cllr M Squires noted that he and Cllr J Watts would probably be interested in organising future speed watches. Cllr M Squires to look at new speed signage.</li> </ol> <p><b>Highways/Transport</b></p> <ol style="list-style-type: none"> <li>3) <b>Deddington Festival:</b> Elli Garnett, chair of the Deddington festival, and James Greenwood, event organiser of the Car Fest, attended a meeting with the working group. The only road closure will be for Sunday June 10 for the car fest. They are planning to attend the PC meeting in February to explain. Clerk to investigate cost of road closure and see if the PC get it cheaper than others.</li> </ol>

	<p><b>4) Country Cllr A Fatemian items.</b> He noted that litter was picked up on the path to Adderbury during the first week of January. He agreed to chase up a response to the request for a new light at the entrance to the Daedings.</p>
14/18	<p><b>Finance &amp; General Purposes.</b></p> <ol style="list-style-type: none"> <li>1) <b>Cash flow to end December.</b> All accounts balanced and agreed. The main income and receipts were itemised.</li> <li>2) <b>Precept.</b> Cllr B Wood proposed, Cllr D Rogers seconded the motion that the council request a 10% increase in the precept. Cllr M Squires proposed an amendment, which Cllr A Collins seconded, that the increase be 5% but this fell when put to the vote (three votes for and eight votes). The original proposal was then voted and the Council <b>RESOLVED</b> (eight votes for, two against and one abstention) that the PC will increase the precept by 10%. This equates to an annual increase of approximately £3.50 per household. It was noted that OCC will be increasing their element by 6% (approximately £80) and TVP by 3% (£12). It was further noted that as the PC adds more assets it costs more money to maintain them. An earmarked reserve of approximately £10k to cover the long-term maintenance costs is currently being considered to ensure that sufficient money is accrued. The levels of council reserves will be discussed further and agreed at the February meeting.</li> <li>3) <b>Windmill Plan.</b> An updated plan was produced and distributed to Cllrs prior to the meeting. It was noted that the PC has £481,075 in Capital reserves to spend on capital items. Discussion followed during which it was suggested that the WMC needs to look at income generation and trying to be self-maintaining. The Chair suggested that the PC needs to properly resolve what it is going to do but noted that:       <ol style="list-style-type: none"> <li>1. The PC has not yet agreed to spend any specific amount on the Windmill Centre.</li> <li>2. The Windmill Centre Working Group was originally tasked to look at the MUGA and play areas first.</li> <li>3. Although it is acknowledged that there is a desire to spend a sum of money on the Windmill Centre (and the Neighbourhood Plan backs this up) the PC has yet to receive costed proposals from the Windmill Development Working Group/ Windmill Centre Management Committee that explain what they might like to do.</li> </ol> <p>It was noted that the Windmill development Working Group with the Windmill Centre Management Committee should seek grant funding to supplement any grants that it receives from the PC. Cllr M Squires said that the PC needed a mandate when spending the RBL money and that they had this from the Neighbourhood Plan.</p> <p>County Cllr A Fatemian left the meeting at this point.</p> </li> <li>4) <b>Query to OALC.</b> It has been confirmed that the money from RBL is not a PC capital reserve as it was not a PC asset that was sold. It is a revenue reserve and can be spent as such, but is limited by S137 and S19 in respect of payments to other organisations in the parish. Cllr S O'Neill felt that the response from Derek Kemp which stated "Regulations do not apply" was a contradiction and requested formal clarification. It was agreed she would frame the question which the Clerk will then send.</li> <li>5) <b>Holly Tree Club status.</b> It has been confirmed that if the Holly Tree becomes a charitable incorporated organisation (CIO) as it plans to, that in itself does not affect the PC's position as a custodian trustee. Copies of the Holly Tree Club Documents held for the PC at CDC will be requested.</li> <li>6) <b>OALC VAT query.</b> VAT queries have been sent to OALC.</li> <li>7) <b>Investment of Council Funds.</b> Cllr B Wood has identified a number of banks all covered by the Financial Services Compensation Scheme which might take the PC money up to the £85,000 limit. Most of this is on a one year basis, the PC will have to keep enough money on demand to meet development costs as they arise.</li> <li>8) <b>Holly Tree Club grant application.</b> A request from The Holly Tree Club came in too late to be considered at this meeting and will be carried forward to next month.</li> <li>9) <b>S137.</b> It was suggested that the provision for S137 in the budget forecast be raised from £4,000 to £10,000.</li> <li>10) <b>Thursday Club.</b> Jean Rudge presented a fundraising update to the Council. She was delighted to announce that funding had been achieved for 2018 from various organisations (including OCC, the Co-op, Deddington Farmers Market, Deddington Players, Tesco, standing orders, bequests and generous donations – thanks were passed to all who made it possible. The events held by the club were also successful. The club are looking at further funding for 2019 and will approach other supermarkets. The PC noted that a response to Cllr H Oldfield's S106 letter will be chased and that Ian Hudspeth will be copied in on further correspondence. Cllr M Cox informed the council that Stanbridge had closed down. Jean Rudge said the Thursday Club is now receiving requests for places from Banbury residents so CDC will be asked to make a donation towards the club. Although the fees have recently been increased from £10-£15 the club was considered to still offer good value for money.</li> <li>11) <b>Data Protection Training.</b> Cllr H Oldfield to attend the training with the Clerk on 14 February 2018 as new legislation will come into force in May 2018.</li> <li>12) <b>Cemetery cover.</b> Cllr T Timms to speak with the Clerk regarding managing cemetery enquiries in the event of her being on annual leave, off sick, etc.</li> </ol>
15/18	<p><b>Update from Parish Council Representatives:</b></p> <p><b>Deddington Charity Estates (DCE).</b> The PC has proposed Cllr M Cox as its second trustee. Cllr H Oldfield said that Cllr M Cox will be invited to attend the next meeting of DCE after the AGM.</p>

16/18	<b>The Invoices for Payment.</b> The Council <b>RESOLVED</b> (unanimous) that the invoices listed for payment on 20 December 2017, totalling £2,955.87 were approved for payment. It was noted that the PC office hard drive had had to be replaced and that an invoice would be coming to the PC for payment.																																													
17/18	<p><b>Report upon the investment of the Parish Council's Funds as at 31 December 2017.</b></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>413,368.79</td> <td>0.1%</td> <td>Current</td> <td></td> </tr> <tr> <td>Nationwide</td> <td>132,899.92</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>877,316.70</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	413,368.79	0.1%	Current		Nationwide	132,899.92	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>877,316.70</b>			
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18/18	<b>Correspondence:</b> None																																													
19/18	<b>Any Other Points - No decisions can be taken under this agenda item:</b> None																																													
20/18	<b>Next Meeting:</b> The next meeting of the Parish Council will take place on <b>Wednesday 21 February 2018 at 7.30pm</b> in the <b>Windmill Community Centre, Deddington</b> . The meeting closed at 9:55pm.																																													