

# DEDDINGTON PARISH COUNCIL

**Minutes of a Meeting held at the Town Hall, Deddington, on  
Wednesday 21 July 2010 at 7.30pm**

**Present:** Cllrs Flux (Chair) Collins, Cox, Day, Oldfield, Rudge, Squires, Todd, Watts, Williams and County Cllr Jelf and District Cllr O'Sullivan

117/10	<b>Apologies:</b> Cllr Finnigan, Squires and Ward.
118/10	<b>Minutes of the last meeting:</b> <b>098/10 Attendance records for 2009/10.</b> "It was noted that many were unable to achieve full attendance as they had <b>been</b> co-opted part way through the year". <b>100/10 109/10 10/00785/F</b> "Cllr flux declared a personal and <b>prejudicial</b> interest". <b>108/10 4.</b> The title should read "Banbury Rural <b>Police</b> ". <b>108/10 14. Footpath.</b> "Complaints have <b>been</b> made that a footpath has recently been diverted". Cllr Flux then signed the minutes as a true record.
119/10	<b>Declaration of Interests:</b> 121/10 4. Windmill Cllr Flux declared a personal interest. 123/10 DCE plans for the Town Hall. Cllr Todd declared a personal interest. 127/10 Market Day Bus Timetable. Cllr Todd declared a personal interest.
120/10	<b>Co-option of new Councillors</b> Maureen Cox and Bryn Williams put themselves forward for co-option to the Parish Council. Cllr Flux asked that they introduce themselves. Both candidates referred to their applications. As there where two vacancies Cllr Flux asked the council if they were in agreement that the two applicants should fill the two positions. This was unanimously agreed and they were welcomed to the PC with immediate effect once the correct documentation was signed in the presence of the Clerk. Cllr Williams was then appointed to the Planning Working Group and Cllr Cox to the Highways Working Group.
121/10	<b>Working Groups and PC representation and/or liaison with local organisations and groups.</b> Cllr Flux informed the PC that with immediate effect from 21 July 2010 Terry Clinch had stood down from Deddington Charities Estate (DCE). The PC has a responsibility to fill two of the feoffee positions although not necessarily from members of the PC. Cllr Flux asked that Deddington News invite interested parties to apply via the Clerk. Cllrs Day and Oldfield expressed interest. Cllr Day asked for an indication of the commitment necessary and an idea of the workload. Cllr Flux to asked the DCE secretary for a resumé of expectations. Later in the meeting Cllr Oldfield was proposed as a feoffee of Deddington Charity Estates by Cllr Collins, seconded by Cllr Watts and duly appointed. The following PC representatives will be responsible for liaison with the following groups: 1. DCE Trustees – Cllr Oldfield plus another to be decided at September 2010 meeting 2. DCE Termination of lease – Cllrs Flux and Collins 3. Primary School – Cllr Watts 4. Windmill – Cllr Flux 5. Allotments – Satin Lane – the Chairman of the Allotment Society has agreed to liaise with the Clerk, Hempton – Cllr Watts 6. Youth Club – Cllr Squires 7. Market – Cllr Todd 8. Festival – Cllr Day 9. Castle Grounds – Cllr Finnigan 10. War Memorial – Cllrs Collins and Squires 11. Deddington online – Clerk 12. Deddington News – Clerk 13. Holly Tree (PC shed) – Clerk 14. Sports clubs at the Windmill – Cllr Ward 15. Play areas – Recreation group 16. Christmas Tree – Recreation group 17. Stewards – Cllr Finnigan 18. NAG – Cllr Collins and Dave Keats 19. British Legion – Cllr Watts 20. CPRE – Cllr Rudge
122/10	<b>Matters Arising not referred to later on the Agenda:</b> Cllr Flux read a letter from John Suckling, the internal auditor who said that the accounts represented a true and fair view. The Clerk confirmed that the accounts have now been signed and sent to the External Auditors.
123/10	<b>DCE Plans for the Town Hall</b> Unfortunately as Terry Clinch had stood down from DCE there was no representative to talk to the council regarding the proposed development of the Town Hall. Cllr Flux referred Cllrs to the Deddington News and Deddington on-line for details of the proposed alterations. Cllr Flux will contact DCE and request that a representative address the September 2010 PC meeting. Cllr Todd informed the PC that DCE was in consultation with various organisations to see how to utilise the Town Hall in the future.
124/10	<b>10 Minute Open Forum:</b> Charles Barker addressed the council and asked that as the Congregational Church building was coming to

	<p>the end of its useful life whether the PC had any views on a possible change of use so that it could become the Spiritual Home of the Deddington Festival and also used as a concert Hall. He explained that the Windmill Centre had poor acoustics. It was proposed that the new concert hall could be hired out by different local villages which do not have an appropriate facility. There would be considerable fundraising necessary but the PC saw no reason for not recruiting interest. However, it was voiced that car parking may be a stumbling block for changing the use of the venue.</p>
125/10	<p><b>County and District Councillors update:</b>  District Cllr O'Sullivan informed the PC that to help cut administration costs South Northants and Cherwell had joined in a co-operative role and working together. Further information should be available soon.  County Cllr Jelf informed the PC that on Tuesday to emergency budget will take place. He also confirmed that fixed and mobile speeding cameras would cease to be used by OCC from August.</p>
126/10	<p><b>Environment &amp; Recreation</b>  <b>Environment</b></p> <ol style="list-style-type: none"> <li><b>Wildflowers in cemetery:</b> Cllr Rudge visited Flower Farms at Carvers Hill Shalbourne and spoke to the farm manager Bob Anderson. The clerk has a detailed report of the discussion. The PC needs to use a mixture of grass/flower seed and 9cm pot plants. To prepare the ground it needs to be mown very short then harrowed (the least intrusive compromise for the cemetery) before sowing/planting. It then needs to be rolled after the seed is sown. The PC needs to find someone with a small machine who would be willing to do this before 12 September as this is when OCV, parish volunteers and Cllr Rudge are planting out. The seed/plants order has been placed. Cllr Rudge and Flux will collect the plants to avoid charges. Cllr Rudge suggested that a notice be placed explaining what is being done and that a cordon be erected that indicates the location so that visitors can avoid the area. The Clerk to action.</li> <li><b>Wildflower identification course:</b> Cllr Rudge has completed 4 of 6 modules.</li> <li><b>Northmoor Bus.</b> Email sent to school.</li> <li><b>Swifts:</b> David Rogers, Chris Mason, Cllrs Rudge and Todd conducted a survey in Deddington in July. The main colony is in Hopcraft Lane, but there is also evidence of nesting in the Market Place. When information is gathered from Hempton and Clifton it will be sent to Chris for forwarding to CDC where a register will be kept for reference in future planning applications. It is hoped to persuade applicants to keep the properties 'swift friendly'. The nests are protected by law while the birds are present but vulnerable during the remaining 9 months of the year. The number of swifts has declined nationally by 40% over the last 15 years, largely due to loss of nesting sites, so this is seen as important work. Several sites have been identified where swift boxes could be installed to try and extend the colony. David already has two of these on his house in Windmill Close and has had a pair show interest. information and help is available for anyone wishing to join the project.</li> <li><b>Hedgerows survey:</b> Walter Meagher's survey is much more complete than the records show. The PC hopes to update its own survey when his definitive book appears.</li> <li><b>Hanging Baskets.</b> Cllr Rudge asked why some of the hanging baskets had looked dry. Cllr Todd reported that there had been a problem with the watering system and that Upper Grove Farm had kindly replaced one of the dead baskets. The Clerk to thank them. The problem has been rectified</li> <li><b>Oak tree:</b> A lot of bare branches. Cllr Rudge sent an e-mail as a private resident to OCC to request attention. The reply stated that monthly watering and monitoring was being undertaken and there would be no pruning as the tree does not require any further stress at present. It was queried whether the tree was only watered once a month or whether the monitoring was once a month as more watering is required.</li> <li><b>Christmas Tree</b> – No update</li> </ol>
127/10	<p><b>Highways Working Group.</b></p> <ol style="list-style-type: none"> <li><b>Earls Lane traffic calming:</b> A meeting with Ray Jelf, Louise Harrison, Pete Ronald and Cllr Collins. Pete stated clearly a problem with traffic after the recent traffic survey but no money to pay for a solution as no fatal accident. OCC would endorse 30mph speed humps (75mm high 3.5m wide) at a cost of £1,000 each. The working group propose three from 5-10 metres west of the bend to with 5-10 metres of Pound Court. The Deddington Health Centre and School both support this suggestion. The working group will undertake consultation with residents. It is proposed that this be voted on at the next PC meeting once full implications and been considered. Cllr Collins will discuss with OCC matters relating to signage, upkeep and liability for vehicle damage.</li> <li><b>RTA at Tays Gate Way.</b> A child was involved in an RTA on the way to school at the junction with Tays Gate way and Earls Lane. Options are being investigated and it is felt that a flashing school crossing light might be a consideration.</li> <li><b>NAG update.</b> Cllr Collins awaiting his 30 survey sheets. Various issues ongoing regarding the SDR. As a result of the chair of the NAG writing to the Chief Constable an experienced PCSO has been seconded and a second trained officer will transfer by the end of July. It was also noted that two incidents reported to the 0845 number were not reported to the NAG meeting this is to be investigated and NAG members informed why.</li> <li><b>Chapel Square – Market Place Pinch Point.</b> Cllr Collins has been approached to ask if the PC would accept a reversal of the right of way as the sight line is better for vehicles exiting the Market Place. This is not a stand alone decision as the exit from Chapel Square to Castle Street also needs to be considered.</li> <li><b>Bollards on the South Green.</b> It will be investigated whether it would be appropriate to use bollards (as</li> </ol>

	<p>currently used on the green outside the co-op) to stop traffic parking on the grass to the north end of the south green. The Clerk believes that the bollards cost in the region of £50 each.</p> <p><b>6. Grass cutting on route between Clifton and Deddington.</b> Cllr Collins asked if quotes could be requested for an additional cut between the scheduled OCC cuttings. Clerk to action.</p> <p><b>7. Speed stickers on bins:</b> Cllr Collins will request speed reminder stickers for refuse bins from the NAG.</p> <p><b>8. Bus stop progress.</b> Cllr Day asked if there had been any informed progress on the proposed bus stop improvements. Cllr Collins said none had been confirmed although due in Autumn.</p> <p><b>9. Market Day Bus Timetable.</b> Cllr Todd reported that the Farmers Market Group had written to the Stage Coach bus company to request a definitive answer to route and timings of the bus service on market days as there is much confusion.</p>
128/10	<p><b>Planning Working Group</b></p> <p><b>Applications</b></p> <p><b>09/01831/F &amp; 09/01832/LB – St James Farm, Main Street, Clifton.</b> Change of use and conversion of barn to 2 storey self catering holiday accommodation. Already one on site permitted by approval of 09/00807/F and 09/01003/LB. If this is approved then the grant should be subject to the condition that the holiday accommodation shall be used to provide self-catering holiday lets of a maximum of individual letting duration of 21 nights and for no other purpose. <b>No objection subject to conditions.</b></p> <p><b>10/00476/F – Stable End, St Thomas Street, Deddington.</b> Conversion of stone out-building to provide home office and ancillary residential accommodation. Alterations to existing conservatory to rear of main house. It also provides new pedestrian entrance onto road. The PC has concerns that it could be used as a separate dwelling or even be sold or let separately. A further feature of concern to the PC is the proposed re-alignment and widening of the pavement in Hopcraft Lane at its junction with St Thomas Street and Philcote Street. It proposes to narrow the road mouth pushing Oxford bound traffic further towards the centre of the road on a corner which is frequently cut by right turning traffic from Oxford and car parking is already a problem in this area. The PC considers that there should be provision for additional off street parking as there is room. This is especially important if the home office provision attracts additional visitors due to it being used for possible business use in the future. <b>For these reasons the PC objects.</b> If, however CDC be mindful to grant this application the PC request the following conditions:-</p> <ol style="list-style-type: none"> <li>1. The use of the home office and ancillary accommodation may only be used by the applicant and his family. It may not be used as a separate dwelling nor for commercial purposes.</li> <li>2. The property may not be rented out separately to the main dwelling neither may it be sold separately without further planning permission.</li> <li>3. No separate entry from the converted building may be made onto the highway. All pedestrians and vehicles should use the existing entrance off St Thomas Street.</li> <li>4. That additional off street parking be provided and utilised before other vehicles for that dwelling use the road for parking.</li> <li>5. That the suggested bat and bird boxes be provided or incorporated into the design.</li> <li>6. That the proposed first floor window on the north east side overlooking Appletrees be removed or alternatively be non or only partially opening with opaque glass.</li> <li>7. Should the opening in the wall onto Hopcraft be allowed then there should be a flat area level with the pavement for the placement of bins just inside the curtilage so as not to obstruct pedestrians.</li> <li>8. The home office should not be used for business purposes except without specific planning permission to do so.</li> </ol> <p><b>10/00835/F – 27 St Johns Way, Hempton.</b> Single storey rear extension plus alterations to existing decking and garage conversion. <b>No objection</b> but would like reassurance that sufficient off road parking is available on site and that drivers are able to enter and exit the site in a forward direction.</p> <p><b>10/00870/F &amp; 10/00871/LB – Applewood (formerly Monks Court), Castle Street, Deddington.</b> Demolish existing porch and replace with enlarged one. The design is sympathetic to listed building status and is more practical than existing. <b>No objection.</b></p> <p><b>10/00874/F – Tays Gate, Earls Lane, Deddington.</b> Garage conversion. <b>No objection.</b></p> <p><b>10/00152/TCA – High Bank, St Thomas Street, Deddington.</b> Fell 1 no. Leylandii. <b>No objection.</b></p> <p><b>10/00170/TCA - St Peters and St Pauls Church, Church Street, Deddington.</b> Notice of intent to undertake work to tree(s) in a conservation area. Fell a Lawson's Cypress, two Holly trees and an English Oak. After a vote the council resolved that it had <b>No objection.</b></p> <p><b>10/00172/TCA – Bunkers, Philcote Street, Deddington.</b> Fell 1 Norway Spruce. <b>No objection</b></p> <p><b>10/00941/LB Priory Dene, Hudson Street.</b> Request to repair/replace lintels. <b>No objection</b></p> <p><b>Approvals</b></p> <p>10/00649/LB – The Cottage, Philcote Street, Deddington</p> <p>10/00717/F – Stone Court, Earls Lane, Deddington</p> <p>10/00785/F – 14 The Daedings, Deddington</p> <p>10/00152/TCA – High Bank, St Thomas Street, Deddington</p> <p><b>Refusals</b></p> <p><b>10/00569/F – 2 Market Place, Deddington.</b> Installation of metal chimney to rear of house. Inappropriate design not complying with buildings regulations. PC did not object.</p> <p><b>10/00710/F – 18 Hempton Road, Deddington.</b> First floor rear extension. Size, massing and siting causing over-dominance and loss of sunlight to neighbouring property. PC had concerns and asked for conditions but did not object.</p>

	<p><b>Correspondence</b>  <b>Cherwell DC – Planning Future.</b> CDC's latest "Planning Futures" newsletter - <a href="http://www.cherwell.gov.uk/localdevelopmentframework">www.cherwell.gov.uk/localdevelopmentframework</a>. However since publication of this newsletter the government has announced it will issue further guidance on this subject which is likely to impact on the Local Development Framework, particularly CDC's Core Strategy. More awaited.</p>																												
129/10	<b>War Memorial:</b> No update.																												
130/10	<p><b>Finance and General Purposes Working Group</b></p> <ol style="list-style-type: none"> <li><b>Brian Wood's resignation.</b> John Finningan has offered to oversee the Accounting. It was agreed that the account signatories be updated to be Cllrs Flux, Collins and Todd.</li> <li><b>Alliance &amp; Leicester.</b> The name has changed to Santander. The bond matured and rolled-over -30<sup>th</sup> June 2010 for 1 year at 2.5%.</li> <li><b>Anglo-Irish update</b> Cllr Finnigan is reviewing.</li> <li><b>Pavilion Insurance.</b> The Bowls Club will include the Bowls pavilion on it's own insurance. PC is awaiting confirmation of this before removing it from the PC insurance schedule. Tennis Club also reviewing its own insurance for inclusion. Cllr Watts said it might be necessary to reword lease to include that they should meet the insurance costs. The Cricket Club have indicated they will pay the premium but no payment received as yet.</li> <li><b>Printer/copier update</b> It was agreed that the current photocopier would be upgraded to a desktop colour model, with security controls. Cllr Collins asked that the hard drive be cleared on the old rented copier.</li> <li><b>Castle Grounds Land Registration</b> has been completed. Recommend and agreed that the balance of the fees to CDC (Final total £1600) are paid.</li> <li><b>Notice boards.</b> Letter from the Deddington Health Centre advising that the notice board backing needs replacing but the quote obtained for doing so was not attached.</li> <li><b>Air Ambulance request.</b> This will be turned down as it is not within the PC policy.</li> <li><b>Tree removal and replacement at 26 &amp; 28 Mill Close.</b> Agreed to accept the offer by residents</li> <li><b>Repair to gate-posts at entrance to Castle Grounds.</b> As this still belongs to the Church Commissioners the request to repair the post should be directed to them.</li> <li><b>Financial Regulations and Risk Assessment.</b> Having been reviewed and approved by many of the previous Cllrs it was felt that these should be adopted. If any Cllr disagrees they should contact the Clerk with specific reference.</li> </ol>																												
131/10	<b>Low Flying Aircraft.</b> Cllr Collins has agreed to draft a letter to the relevant body and request that the stipulation that the conurbation of Deddington should be avoided and that flight path should be to the North East of the parish. The clerk to send on PC behalf.																												
132/10	<b>Report upon the Play Areas:</b> The Clerk is waiting for the ROSPA report to come in. A Clifton resident has offered to keep an eye on the Clifton play area and report any issues to the Clerk.																												
133/10	<b>Invoices for Payment:</b> A schedule of invoices totalling £4,486.71 was approved for payment.																												
134/10	<p><b>Investment of Council Funds</b> At the close of business on 21 July 2010 the balances were as follows:</p> <table border="1"> <thead> <tr> <th>ACCOUNT</th> <th>BALANCE</th> <th>INTEREST</th> <th>NOTICE</th> </tr> </thead> <tbody> <tr> <td>Barclays Imprest Acct</td> <td>946.38</td> <td>0.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Current Acct</td> <td>16,916.24</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>135,302.84</td> <td>1.0%</td> <td>Overnight</td> </tr> <tr> <td>Alliance &amp; Leicester</td> <td>200,000.00</td> <td>2.5%</td> <td>1 year fixed (July 11)</td> </tr> <tr> <td>Anglo Irish Bank</td> <td>200,000.00</td> <td>3.25%</td> <td>2 year fixed (Jan 11)</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>553,165.46</b></td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Imprest Acct	946.38	0.1%	Imprest	Barclays Current Acct	16,916.24	0.1%	Current	W. Bromwich Building Soc.	135,302.84	1.0%	Overnight	Alliance & Leicester	200,000.00	2.5%	1 year fixed (July 11)	Anglo Irish Bank	200,000.00	3.25%	2 year fixed (Jan 11)	<b>TOTAL</b>	<b>553,165.46</b>		
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<b>TOTAL</b>	<b>553,165.46</b>																												
135/10	<p><b>Correspondence.</b>  <b>Diverted footpath at Combe Hill Farm.</b> This matter is being taken seriously but may take some time to resolve as the matter is being followed using the correct processes.</p>																												
135/10	<p><b>AOB.</b>  <b>Walter Meagher.</b> Cllr Todd informed the PC of the sad news that Walter Meagher had passed away. He showed a keen interest in the Ecology of the parish with particular interest in trees, hedgerows and butterflies. His collected issues of information will be produced in a book by the end of the year. The family has suggested that they may donate a bench and some trees in his memory and for the benefit of the parish, which was agreed in principle providing a suitable site be found. Any suggestions should be forwarded to the Clerk. A request was made that the bench should be vandal proof.  <b>Bench.</b> Cllr Rudge has also mentioned that she may be interested in donating a bench to the bus stop on the Oxford Road going towards Oxford. Clerk to provide further information.  <b>Scattering of ashes in the Cemetery.</b> Following an enquiry about burying ashes in the cemetery under existing trees, previously planted by the family, it was agreed that in this particular case the ashes can be buried under the trees provided that all of the correct paperwork is available. The PC then discussed the principle of spreading loose ashes on the surface in the cemetery and agreed that until a policy has considered and adopted it would not be allowed. It was suggested that consideration be given to a specific area such as the wildflower meadow. Cllr Rudge will therefore investigate whether ashes would have a detrimental affect on the flowering plants and report back to council.</p>																												
136/10	<b>Next Meeting:</b> The next meeting of the Parish Council will take place on Wednesday 15 September 2010 at 7.30pm in the Town Hall, Deddington.																												