

DEDDINGTON PARISH COUNCIL

Minutes of the Parish Council Annual and monthly meeting held in Old School Room, Hempton on Wednesday 18 July 2018 at 7.30pm

Present: Cllrs A Collins, M Cox, J Eames (from 162/18), J Higham (from 161/18), H Oldfield (from 162/18), S O'Neill, J Reeve, M Robinson, D Rogers, M Squires, M Swadling, T Timms and B Wood. **Also in attendance:** County Cllr A Fatemian, District Cllr B Williams, a Deddington News representative and one member of public.

152/18	Apologies: Cllrs J Watts.																																																		
153/18	<p>Declarations of Interest: Cllr S O'Neill left the meeting for Agenda item 14 Neighbourhood Plan Working Group as a local landowner with a pecuniary interest.</p> <p>Cllrs declaring a general interest: Cllr M Cox Agenda Item 11 (162/18) Town Hall, Market Place, Deddington and Agenda Item 19 DCE and PC Trustees as a Trustee of DCE and Agenda Item 16 168/18 (15) Allotments as an allotment holder. Cllr H Oldfield Agenda Item 11 (162/18) Town Hall, Market Place, Deddington as a Trustee of DCE. Cllr S O'Neill Agenda Item 16 168/18 (15) Allotments as an allotment holder. Cllr M Squires Agenda Item 16 168/18 (15) Allotments as an allotment holder.</p>																																																		
154/18	<p>Minutes: Cllr A Collins proposed, Cllr M Cox seconded the motion and the Council RESOLVED (unanimous by those in attendance of the meeting) that the minutes of the meeting held on 20 June 2018 were approved as a true record with the following amendments: The addition of: 126/18 Cllr M Cox Agenda Item 13 (130/18 and 138/18) Town Hall, Market Place, Deddington as a Trustee of DCE 129/18 The last sentence of Town Hall Planning Application should be replaced with "She mentioned the potential increased risk of skin cancer" 133/18 Cllr B Wood proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) that the invoices totalling £35,649.94 were approved for payment. 142/18 The last sentence of Neighbourhood Plan Working group should be replaced with "It was felt that certain of the criteria might come down to a matter of personal opinion". 151/18 The meeting closed at 9:42pm. The Chairman then signed the minutes.</p>																																																		
155/18	<p>Matters arising from the minutes and not referred to later on the Agenda: 129/18 Town Hall Planning Application. It was noted in the previous minutes that the undercroft had been enclosed as recently as 1975 on further investigation it was found that this was not correct. It was reported that there was evidence that it was enclosed in 1969 and open in 1973. Although, no specific date can be attributed it happened during this four-year period.</p>																																																		
156/18	10 Minute Open Forum: None.																																																		
157/18	<p>County and District Councillor updates:</p> <ol style="list-style-type: none"> i. Report from County Cllr A Fatemian: (no written report received) see 166/18. ii. Report from District Cllr B Williams: (full report available on line). <ol style="list-style-type: none"> a) Adderbury Neighbourhood Plan. The Adderbury Neighbourhood Plan has been unanimously adopted by members. This is CDC's third adopted NP - after Hook Norton and Bloxham. 																																																		
158/18	<p>Finance & General Purposes.</p> <ol style="list-style-type: none"> 1) Bank accounts. Reconciled and cash flow statement agreed. 2) Annual accounts. Returns have been made to Moore Stephens within the timetable. 3) Major Expenditure Plan. Updated. 4) Windmill lease. Arrangements continuing. 5) Internal auditor. Arrangements continuing. 6) Nationwide BS. Cllr B Wood proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) that the bond be rolled over for another year at Nationwide at 0.75%. 7) Bookkeeping and future accounts programme. Arrangements are continuing. 8) Solar Panel readings. Cllr M Squires reminded the PC that someone needs to do the readings in the Clerks absence. 9) Agenda Items for August. Internal Auditor, Clerk replacement and staff hiring procedure. 																																																		
159/18	Approval of Invoices for Payment. Cllr B Wood, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) that the invoices totalling £11,134.61 were approved for payment.																																																		
160/18	<p>Report upon the investment of the Parish Council's Funds as at 30 June 2018.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Account</th> <th style="text-align: right;">Balance</th> <th style="text-align: right;">Interest</th> <th style="text-align: left;">Notice</th> <th style="text-align: left;">Valid Until</th> </tr> </thead> <tbody> <tr> <td>Imprest</td> <td style="text-align: right;">2,515.55</td> <td style="text-align: right;">0.1%</td> <td>Imprest</td> <td></td> </tr> <tr> <td>Current</td> <td style="text-align: right;">241,829.57</td> <td style="text-align: right;">0.1%</td> <td>Current</td> <td></td> </tr> <tr> <td>Nationwide</td> <td style="text-align: right;">132,899.92</td> <td style="text-align: right;">0.75%</td> <td>1 Yr Fixed</td> <td>Mid Nov 2018</td> </tr> <tr> <td>Nationwide</td> <td style="text-align: right;">82,103.54</td> <td style="text-align: right;">0.75%</td> <td>1 Yr Fixed</td> <td>Mid July 2018</td> </tr> <tr> <td>Hampshire TB</td> <td style="text-align: right;">77,449.88</td> <td style="text-align: right;">1.3%</td> <td>1 Yr Fixed</td> <td>Mid Dec 2018</td> </tr> <tr> <td>Cambridge & Counties Bank</td> <td style="text-align: right;">85,919.63</td> <td style="text-align: right;">1.3%</td> <td>1 Yr Fixed</td> <td>Early April 2019</td> </tr> <tr> <td>United Trust</td> <td style="text-align: right;">85,000.00</td> <td style="text-align: right;">1.6%</td> <td>1 Yr Fixed</td> <td>Mid-April 2019</td> </tr> <tr> <td>Skipton Building Society</td> <td style="text-align: right;">85,000.00</td> <td style="text-align: right;">1.0%</td> <td>1 Yr Fixed</td> <td>May 2019</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">792,718.09</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Account	Balance	Interest	Notice	Valid Until	Imprest	2,515.55	0.1%	Imprest		Current	241,829.57	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	77,449.88	1.3%	1 Yr Fixed	Mid Dec 2018	Cambridge & Counties Bank	85,919.63	1.3%	1 Yr Fixed	Early April 2019	United Trust	85,000.00	1.6%	1 Yr Fixed	Mid-April 2019	Skipton Building Society	85,000.00	1.0%	1 Yr Fixed	May 2019	Total	792,718.09			
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161/18	<p>Planning Matters. County Cllr A Fatemian entered the meeting. Planning Applications</p>																																																		

	<p>a) 18/01021/F & 18/01022/LB – Manor Farm House, Main Street, Clifton: Alterations to outbuilding with removal of front wall and door. Re-form with new matching materials with 3 number garage doors. This is situated to the rear of the house, unseen from the road. Cllr S O’Neill proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>b) 18/01059/OCC – Land North of Highways Depot, Banbury Road, Deddington: Demolition of existing 347m2 two storey training and storage building and the erection of a 324m2 two storey building. Creation of 43 parking spaces, an internal access road, conveyance swale and infiltration pond. Erection of 9 lighting columns. This application was before PC last month; with the additional implementation of a 30mph speed limit on the access road to the Highways Depot/Milton Road. Cllr S O’Neill proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (nine for and one abstention) no objection.</p> <p>Approvals - None Refusals – None Withdrawals – Ref: 18/00660/F & 661/LB: Town Hall, Market Place, Deddington Correspondence - Consultation - Controlled locality (rurality) determination of Bicester and surrounding towns, villages and hamlets as per NHS Pharmaceutical Regulations. Cllr D Rogers investigating. Town Hall Planning Application. Banbury Guardian contacted the Parish Office for comment on the recent application. As it has been withdrawn no comment to be made. If a new application is made and the PC are again approached a decision will be made if comments will be made specific to the new application. Cllr J Higham entered the meeting. Pharmacy. This has now opened.</p>
162/18	<p>Wheelie Bins at the Town Hall. (Cllrs J Eames and H Oldfield arrived during this discussion) There has been more fly-tipping of bin bags on top of the PC Town Hall wheelie bins. The Stewards will not place any bags on top of the locked bins. All cases of fly tipping will be investigated. To increase capacity Cllr D Rogers proposed, Cllr M Squires seconded the motion and the Council RESOLVED (unanimous) to put two PC labelled 240 litre wheelie bin at the Primary school as they have offered the PC in exchange for a nearby Grit Bin. Cllr D Rogers proposed, Cllr M Squires seconded the motion and the Council RESOLVED (unanimous) to store two further PC 240 litre wheelie bins in Johnsons yard, who have kindly agreed to host the bins. These bins will increase capacity and will be monitored for the forthcoming months. If capacity warrants additional bins two further sites have been identified to house further bins on Earls Lane (by the substation and adjacent to the Health Centre car park - the latter being the position favoured by the OCC officer). Cllr A Collins proposed, Cllr J Eames seconded the motion and the Council RESOLVED (ten for, two against and one abstention) that the three bins at Town Hall were to be locked with the Stewards using the overflow bins if full. Any further fly tipping at the Town Hall to be reported to CDC. Local residents, in Earls Lane, will be canvassed concerning location of enclosure/shelter for bins and process of planning application investigated further. The PC will then write to DCE to inform them of the changes made. Progress to be discussed at September 2018 meeting with potential recommendations for further bins.</p>
163/18	<p>Windmill Centre Redevelopment Working Group:</p> <ol style="list-style-type: none"> 1) New MUGA. The Steelway contract has been signed and groundwork has started. There is a two-week delay until the steel arrives. The groundwork on the path from the AWC to the MUGA has been done, and the slope has been graded. The court should be ready for use for at least part of the school holidays, and certainly, in time for the Windmill Open Day in September. 2) Children’s Play Area and Woodland Trail. The project manager is working on detailing the accurate position of pieces. A recommendation will be brought to the August meeting. The position of the timber and relocated Teen Scene pieces will be staked out, and marked on the plan. These will accompany the briefs to go on the Contract Finder website to attract suppliers to quote for a design & build contract for the metal and timber pieces (two separate contracts). These contracts will be under DPC’s ceiling of £60,000 (£60k for metal and £40k for wood) to enable the PC to choose from three quotes rather than having a public tender process. 3) All-Weather Court. The new LED lights are installed and the columns repainted dark green to match the fencing. Feedback from users says they are delighted. 4) Windmill Centre Building Upgrade. In conjunction with Tessa Hall, village hall coordinator from Community First Oxfordshire (CFO), a list of questions has been drawn up. These were sent to other organisations in order to have a collaborative approach to what new facilities are needed at the Windmill Centre. CFO have offered the Management Committee help in drawing up a business plan. 5) Funding. CDC have confirmed the sum available for the MUGA project is £100,955.76. The Steelway contract is priced at £74,544, to which ancillary items will be added (see below 164/18). CDC would prefer one funding application with everything included. The draft funding agreement is with CDC for comment before it is submitted. 6) Planning/PEA. Bat emergence survey dates are fixed for Thursday 5 July (dawn), Wednesday 1 August (dusk), Monday 3 September (dusk). There will also be a number of daylight visits through the season to deploy and collect static bat detectors. 7) Thanks. Cllr M Robinson was thanked by parishioners and councilors for her work in progressing the development of the windmill.
164/18	<p>Additional work at the new MUGA</p>

	<p>Cllr D Rogers detailed additional items; benches, picnic table, litter bins, goal panels restoration, double gates to storage areas, minor repairs to AWC, footpath extension, net roof, prepare and tarmac picnic area totalling £16,830.90. Cllr D Rogers proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) to spend £16,830.90 on additional work at the MUGA. The remaining monies will be dealt with at the August meeting specifically to meet fees, surveys, and possible £1k contingency for trees/landscaping/footpaths.</p>
165/18	<p>Neighbourhood Plan Working Group – Cllr A Collins: Cllr S O’Neill left the meeting Cllr A Collins informed the PC that the criteria had been now trialled by two parties with a view to possible tweaking of wording of policies. Cllr A Collins proposed, Cllr D Rogers seconded the motion and the council RESOLVED (unanimous) that with the current level of review DPC believes there is no reason the NP (NP; basic plan and consultation document) will not be approved at the August meeting. Cllr A Collins proposed, Cllr D Rogers seconded the motion and the council RESOLVED (unanimous) DPC to delegate to Cllr A Collins approval for limited modifications, that do not alter the scope or meaning, in the period between August PC meeting to official submission provided all changes are reported back to the subsequent PC meeting.</p>
166/18	<p>County Cllr A Fatemian report. Cllr S O’Neill returned to the meeting</p> <ol style="list-style-type: none"> 1) Pear Tree. Pear tree to be taken down. 2) S106 letters. After a poor response to numerous letters to CDC regarding S106 monies Country Cllr A Fatemian has received an apology and been told that a meeting will be arranged with key members of the PC. He also reported that there will be a split of S106 department with pre-and post S106 being dealt with separately. County Cllr A Fatemian and Cllr H Oldfield were both thanked for their continued efforts in getting a response. 3) Highways & Potholes. County Cllr A Fatemian said that the Cabinet had agreed to double monies for Highway maintenance. There was a business case being built to have access to the additional £120 Million from the build of an additional 100,000 homes in anticipation of the council tax to be received. 4) A4260. The lines had now been repainted.
167/18	<p>Large Scale Developments Working Group Report: CDC are collecting bins on site of School field development but will not clean the streets. The PC were pleased to hear that local families had moved under the shared ownership option.</p>
168/18	<p>Environment and Recreation</p> <ol style="list-style-type: none"> 1) Hempton footpath behind the Methodist Chapel. The paperwork has been submitted. 2) Play Area work. Wimborn Close and Welford’s Piece – awaiting contractor to return to fix issues. 3) Windmill – Under 6 play area. The three remaining original children’s swing seats have suffered in the sun. Cllr T Timms proposed, Cllr M Cox seconded the motion and the Council RESOLVED (unanimous) three of the same seats as installed in Clifton be purchased up to £300. (£210 plus VAT and delivery). 4) Welford’s Piece. Cllr T Timms proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) that the PC spend £420 plus VAT to reduce the hedges on the north and east side of the play area that are overgrown. 5) Existing AWC. Control box arrived damaged, awaiting spare. Technical Surfaces conducted the annual mat inspection. Three areas needing repairs which are covered under contract and will be done at the next power sweep. Estimated to have 2 – 3 years’ life left which is consistent with previous estimates. Suggested that when it is time to renew the play surface PC could save the considerable disposal cost by gifting the mat to the allotment holders as anti-weed matting. 6) Jobs around the Parish. Cllr T Timms is compiling a list of preventative maintenance jobs around the Parish for the second Steward. The strimmer and hedge cutter are with Cox’s garage for repair. 7) Speed Watch. Signs have arrived, dates to be arranged. Cllr A Collins was asked to find out what could be done with the data collected. 8) Litter – Cosy Lane. Reported to CDC. 9) Windmill Centre Roof. Contract Finder done, quotes from contractor site visits have arrived. Structural survey /engineers report – paperwork with Cllr M Swadling. 10) Grass cutting between villages. Cllr D Rogers passed thanks to Belinda Davis (job title?) for her response to The Lane in Hempton and grass cutting queries. County Cllr A Fatemian has access to an OCC Cllrs budget. Cllr D Rogers proposed, Cllr M Squires seconded the motion and the Council RESOLVED (unanimous) that the cut be done with Cllr D Rogers completing the application for £215 plus VAT to cover the cost of the cut. 11) War memorial Cemetery. Steward to get on top of the weeds. Cllr D Rogers proposed, Cllr S O’Neill seconded the motion and the Council RESOLVED (unanimous) that a budget of £200 be made available for weed control of the paths. The possibility of a working party, to improve the area, was suggested. 12) SSEN money. Grit Bin for Earls Lane, no news as yet. 13) Red Phone box by Town Hall. BT red care team offer the painting kit free of charge. 14) MUGA2. See 163/18. 15) Allotments. After a request from a person outside the parish for an allotment it was suggested that all applications were dealt with on a case by case basis. As there is no current waiting list and vacant slots it is considered reasonable to let a vacant plot to someone outside the Parish.
169/18	<p>Highways and Transport</p> <ol style="list-style-type: none"> 1) School field Site Bus stops. It is expected that the stops are fully completed by the end of August.

	<p>2) New St Bus Stop. Email resent.</p> <p>3) Parish potholes. Amid funding pressures, OCC is proposing an 'Eyes & Ears' scheme whereby volunteers identify failures in road surfaces and PCs are encouraged to fund and take responsibility for repairing potholes, installing road signs and maintaining kerbs in return for a share of the highways budget. Councillors agreed the PC do not have the expertise or the time to train to carry out this task. Also, liability has to be considered. The suspicion is that PCs which take on this task would have to pay substantially higher charges than OCC for the same work and may well find that future OCC budgets reduce the sums passed on to PCs for highways work devolved to them. Cllr M Cox proposed, Cllr B Wood seconded the motion and the Council RESOLVED (unanimous) that the PC would not take on the Highways responsibilities for potholes.</p> <p>4) Earls Lane. It has been noted that gravel has been laid in the potted area. It is believed that this has been actioned by OCC after a site visit in May identified the need. To be thanked and asked if can extend the gravelled area to the gate.</p> <p>5) St Thomas St Pear tree. Dealt with under section 166/18.</p> <p>6) Pinch Point. County Cllr A Fatemian to chase response and VAS feedback.</p>
170/18	<p>PC Response to OCC Consultation – Highway Depot Service Road (Deddington) Proposed 30mph speed limit. The Clerk to send a letter. County Cllr A Fatemian left the meeting.</p>
171/18	<p>Deddington Charities Estate and Parish Council Trustees It is yet to be decided if DCE will become a CIO although there are benefits (i.e. the trustees having no involvement with Companies House). The PC whilst having no sway on the decision to become a CIO or association or foundation it was agreed that the council would like to continue to be involved in the future.</p>
172/18	<p>Update from Parish Council Representatives. DCE. Drawing up constitution and aims looking at ways to set up and appoint members. FOCG. Cllr J Reeve proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) to spend £435 plus VAT in the removal of a section of railings. It was also noted that the contractor was finding it difficult to get cutting machinery under the trees. A section S211 notice of intent to undertake tree works (removal of branches) to be requested from CDC. Holly Tree Club Working Group. An architect has been chosen. A structural engineer to look at roof void and west wall. OALC. Minutes to be forwarded. Particular reference to protection against travellers. E&R working group to investigate. Violence in Banbury. Grooming in Birmingham and exploitation in Banbury/Bicester. Banbury Rural Group (Formerly NAG). Meeting at Fire Station 29 August at 6:30pm which all Cllrs are invited to – items to be discussed; Nottingham Knockers, Speeding, Weight Limits and Visibility of Officers on patrol.</p>
173/18	Correspondence: None
174/18	<p>Any Other Points - No decisions can be taken under this agenda item: A suggestion was made that the PC may wish to rent the undercroft of the Town Hall as a public space. A quote to be requested from DCE.</p>
175/18	<p>Date of the next meeting: The next meeting of the Parish Council will take place on Wednesday 15 August 2018 at 7.30pm in the Windmill Community Centre Lounge, Deddington.</p>
176/18	The meeting closed at 9:42pm