

## DEDDINGTON PARISH COUNCIL

**Minutes of a Meeting held at the Town Hall, Deddington on  
Wednesday 17 June 2009 at 7.30pm**

**Present:** Cllrs Flux (Chair), Anderson, Collins, Ince, Privett, Rudge, Squires, Todd, Watts and Wood  
The Parish Clerk was also in attendance.

**In attendance:** County Councillor Jelf

094/09	<b>Apologies:</b> Apologies were received from Cllr Ward and District Cllr O'Sullivan
095/09	<p><b>Minutes of the last meeting:</b></p> <p><b>074/09 Recreation Working Group:</b> The last sentence should read, "The recreation working group now comprises Cllr Anderson, Squires, Ward, Watts and Westbury".</p> <p><b>074/09 Highways Working Group:</b> The last sentence should read, "The working group now comprises Cllr Collins and one of the newly co-opted Cllr with Cllr Watts available to help when necessary".</p> <p><b>086/09 (6) Beeches Bowls Club.</b> The new gate erected by the Bowls Club is to the South side. Cllr Flux then signed off the minutes as a true record.</p>
096/09	<p><b>Declaration of Interests</b></p> <p>102/09 Nursery School. Cllr Squires personal interest.</p> <p>104/09 (1) Windmill Club Subscriptions. Cllr Flux personal interest.</p> <p>106/09 (7) Cricket Club Nets. Cllr Squires personal interest.</p>
097/09	<p><b>Matters Arising not referred to later on the Agenda:</b></p> <p><b>087/09 Horse Post:</b> Cllr Anderson has been told that this post is not historic as previously believed but part of a rubbish bin installation. Assuming that this is correct it was agreed it should be removed.</p> <p><b>Cllr Westbury:</b> Cllr Westbury has decided to stand down from the Parish Council with immediate effect. Cllr Flux has already passed on the PC's thanks for all Cllr Westbury's work with particular note to the recent Castle Grounds clear up. The Clerk will inform CDC of the vacancy. Subject to CDC not calling an election; nominations for co-option should be received by Friday 10 July 2009.</p> <p><b>County Cllr Jelf:</b> Cllr Flux congratulated County Councillor Jelf on his re-election.</p> <p><b>Health Centre Pavement:</b> Cllr Wood asked that the query regarding the short bit of pavement missing outside the Health Centre be passed to the Highways Working Group. County Cllr Jelf asked that he be copied into any correspondence regarding this so he could assist.</p>
098/09	<b>10 Minute Open Forum:</b> None
099/09	<p><b>Parish Councillor vacancy:</b></p> <p>The vacancy for co-option is that of Cllr Alton's. One candidate, Jim Allison, gave a short presentation and then Cllrs were invited to ask questions. The other candidate, Jean Morris, had asked that her previous application and presentation be taken into consideration. A ballot followed. The Clerk counted the votes and Cllr Flux confirmed that the successful candidate was Jim Allison. Thanks were extended to both candidates. It was agreed that Jim Allison would join the HWG.</p>
100/09	<p><b>The Annual Accounts to March 2009:</b></p> <p>Cllr Wood went through the Annual Account and answered queries that were raised. He then formally proposed that they be adopted. This was seconded by Cllrs Ince and unanimously agreed. Thanks were extended to Cllr Wood for his time and efforts in producing the accounts. Cllr Wood confirmed that he had received approval of the accounts from the Internal Auditor, John Suckling. The PC extended their thanks to Mr Suckling for his diligent work.</p> <p>Cllr Wood then went through the return and explained the questions the PC was required to affirm such as the need for formal minuting of the approval of accounts, confirmation of adequate internal controls, and an up to date risk assessment. Cllr Wood then proposed that the Risk Assessment document (version 0.3) be approved. This was seconded by Cllr Watts and unanimously agreed. The Chairman thanked Cllr Anderson for his work on the risk assessment.</p>
101/09	<b>County and District Councillors update:</b> None
102/09	<p><b>Environment &amp; Special Projects Working Group</b></p> <ul style="list-style-type: none"> <li>• Cllr Rudge will join Friends of Castle Grounds to input on Environmental issues.</li> <li>• Countryside Forum. Cllr Rudge said that the report received was very encouraging.</li> <li>• Swift Conservation. Cllr Rudge and Walter Meagher to identify possible sites where nest boxes might be put up and a plan developed.</li> <li>• The Clerk to follow up on whether the PC can use the second half of Banbury Road Council Yard for wild flower meadow.</li> <li>• The oak tree on the Village green is now in leaf and appears to have survived. Cllr Jelf will ask OCC undertake the watering of the tree as originally agreed.</li> </ul> <p><b>Planters, Hanging Baskets and Xmas Tree</b></p> <ul style="list-style-type: none"> <li>• Nicholsons of North Aston have now filled the planters at entrances to Parish villages with perennial plants. A letter of thanks from the PC to be sent by the Chair</li> <li>• The 10 Hanging Baskets around the Town Hall are in place and were sponsored by the Red Lion. The 3 Hanging Baskets around the Library are now in place and were sponsored by</li> </ul>

	<p>The Unicorn Inn. Letters of thanks from the PC to be sent by the Chair.</p> <ul style="list-style-type: none"> <li>The E&amp;SP group have received a quotation for the erection and removal of the Christmas tree from Thomas Fox. This together with a cost for the tree and lights will be used to form a budget for this year. In the current financial climate the PC will look to other organisations in the Parish for help this year. The Deddington News has already expressed an interest in helping to fund this year's tree. Village organisations to be approached with request for help. Cllr Rudge put forward her husband for a contribution.</li> </ul> <p><b>Litter/Dog Bins</b></p> <ul style="list-style-type: none"> <li>The new Dog bin in Clifton had been missed off the Dog Wardens' schedule. It is now on the schedule for emptying.</li> </ul> <p><b>Notice Boards</b></p> <ul style="list-style-type: none"> <li>Cllr Ince to try cork tiles on the Hempton Notice board to replace the existing peeling backing. If it is successful then all other notice boards to have cork backing.</li> </ul> <p><b>War memorial Cemetery.</b></p> <ul style="list-style-type: none"> <li>"Edging" of the gravel path from the gate and around memorial is being investigated. Cllr Flux said that the upkeep was not the PC's responsibility but that there is a longstanding agreement in place whereby the PC cuts the grass. Therefore the church is responsible for the stability of the headstones which may present a danger to the steward when mowing. The Chairman suggested that he contact George Fenemore, church warden to discuss. Cllrs Collins and Privett are sounding out current opinions on the on-going issue of the War Memorial location. It was noted that the memorial had been placed in its current location at the request of residents who had lost relatives in the war and/or raised funds for it. Cllr Anderson reminded the Council that an additional memorial had previously been mooted.</li> </ul> <p><b>Hempton Road Cemetery</b></p> <ul style="list-style-type: none"> <li>A Risk Assessment will be developed to cover H&amp;S needs. Cllr Anderson mentioned that, following revised guidance from Government, there was no need for specialist equipment for topple testing as previously thought. Cllr Ince added that PC has access to a topple tester if it wishes to use one.</li> <li>Cllr Ince and Clerk to attend a half day course on <i>Granting, Exercising and Transferring Rights of Burial</i> on Thursday 25th June.</li> </ul> <p><b>Market Place Green</b></p> <ul style="list-style-type: none"> <li>Sponsorship has been donated for 4 extra cuts for the 2 Deddington Market Place Greens. Cllr Squires asked if the grass strip to the south of the market place should also be mown. However, it was felt that this was outside residents' property and therefore not strictly "village green". It was questioned as to whether anonymous donors should be allowed - Cllr Flux will ask CDC for guidance on this matter.</li> </ul> <p><b>Play School</b></p> <ul style="list-style-type: none"> <li>Deddington Village Nursery has requested that the overhanging trees bordering the nursery on the Windmill site be cut back. It is estimated that it would take 8 hours of Steward's time to do the work at a cost of £80. Cllr Ince proposed this with Cllr Rudge seconding. It was unanimously agreed provided the work is confined to parish property rather than county.</li> </ul>
103/09	<p><b>Planning Working Group Applications</b></p> <p><b>09/00631/LB – Geggs Nook, Hempton Road, Deddington.</b> Internal alterations, formation of obscure glazed bathroom window and roof light to south elevation. No intrusion to neighbouring properties. No objection.</p> <p><b>09/00727/LB - Corner House, High Street, Deddington.</b> Replace front door and door frame. Currently damaged by woodworm and dry rot and being replaced on a like for like basis. No objection.</p> <p><b>09/00097/TCA – Corner House, High Street, Deddington.</b> Fell 2 trees and reduce crown on a third. No objection.</p> <p><b>Amended Plans</b></p> <p><b>09/00369/F – Ash Cottage and adjacent plot, Chapel Close, Clifton.</b> Amended plans received which alter height of fence adjacent to garage access to driveway serving neighbouring houses beyond site. No objection as this goes some way to answering PC and neighbour's concerns about safe access and exiting of site.</p> <p><b>Approvals</b></p> <p>09/00451/F – 6 The Beeches, Deddington</p> <p><b>Other matters</b></p> <p><b>Ithaca, Hopcraft Lane, Deddington.</b> There appears to have been work done at this property without the benefit of planning permission so CDC Planning Enforcement Officer is investigating this and will let PC know the outcome.</p>

	<p><b>Parish Presentation on Development Control Matters – Cherwell DC.</b> Cherwell Planners are holding a meeting on 25<sup>th</sup> July with local parishes that will cover a variety of current planning matters and provide an opportunity for Cllrs to meet planning officers in the revised organisation. Cllrs Day and Todd to attend.</p> <p><b>GOSE – Formal submission of partial review of “Somewhere to Live: Planning for Gypsies, Travellers and Travelling Showpeople in the South East”.</b> A copy of GOSE’s submission has been received and there is an opportunity to comment upon until 1 September. An examination in public is scheduled for February, 2010. WG asked that Cllr Squires review the papers and comment at the PC July meeting. Cllr Squires agreed.</p> <p><b>Upper Heyford Base Forum.</b> The meeting planned for later this month has been cancelled.</p>
104/09	<p><b>Finance &amp; General Purposes Working Group</b></p> <ol style="list-style-type: none"> <li>1. <b>Bowls Club</b> The cost of temporary fencing may now be met by the Bowls Club. Cllr Flux to follow up.</li> <li>2. <b>Windmill Club receipts</b> It was agreed that the Recreation WG investigate the contributions paid by the clubs to ensure that they are in keeping with the facilities provided, liaising with the Windmill Management Committee. The Chairman will provide details of the current agreements between clubs and the Windmill. Cllr Collins questioned where club members come from as the PC may be subsidising non-parish residents. Cllr Flux said that this should be looked into and if the evidence proved that non-parish residents were benefiting significantly then CDC should be contacted to possibly help with funding.</li> <li>2. <b>Cash Flow statement May.</b> The cash flow was presented.</li> <li>3. <b>Final accounts 2009-9.</b> The return to Stoy Hayward (a brief summary of the accounts) and the internal auditors report will be signed by the clerk and the chairman and sent to the auditors on 18 June 2009.</li> <li>4. <b>Cash on deposit.</b> <ul style="list-style-type: none"> <li>• The two-year bond with Birmingham Midshires expired on 15th June. The money will be invested for 12 months with Alliance &amp; Leicester (now part of Santander) at a fixed rate of 3.2%.</li> <li>• Now that West Brom BS has been re-financed it is not thought necessary to move the funds immediately, but the F&amp;GP are looking for another home for that money as the interest rate is not competitive.</li> </ul> </li> <li>5. <b>Friends of Deddington Library.</b> Cllr Todd explained that the PC holds £1,323.81 for Friends of Deddington Library. £500 of this is ring-fenced for a specific purpose, leaving available funds of £823.81. The Friends have recently committed to expenditure of £904 and have asked the PC to make up the shortfall of £81 on the grounds that the PC has received interest on the funds for a number of years. Cllr Ince proposed that this be accepted. This was seconded by Cllr Day and unanimously agreed.</li> <li>6. <b>Town Hall re-decoration.</b> The PC are expecting a letter from Deddington Charity Estates about the decoration of the Town Hall, and will discuss it at the next meeting.</li> </ol>
105/09	<p><b>Highways Working Group</b></p> <ol style="list-style-type: none"> <li>1. <b>Parking.</b> John Croxton to draw up an explanation that parking in front of your property is not a right. The working group to approve and make available to PC. Cllr Squires also pointed out that traffic cones should not be used on public highways to reserve parking spaces. The WG are to continue to work with local businesses to investigate alternative parking arrangements.</li> <li>2. <b>Warburtons van:</b> to be written to regarding parking on the grass verges.</li> <li>3. <b>Speeding.</b> A 40MPH is being proposed in Earls Lane from Pound Court to Clifton Road. Cllr Collins seeking agreement from Deddington Primary School. County Councillor Jelf asked that he be sent the relevant information. The possibility of a speed survey is to also be investigated on Hempton Road at Wimborne Close.</li> <li>4. <b>Pedestrian Crossing of New Street.</b> A petition for at least a call button can be found in the Unicorn and the Library. Cllrs Rudge and Privett to follow up with door step canvassing.</li> <li>5. <b>Street Lighting.</b> Residents in Walnut Close, Clifton has already volunteered for the trial. Other small residential areas in the parish to be canvassed.</li> <li>6. <b>Banbury – Bicester bus service through Clifton on Saturday.</b> OCC has asked whether the residents of Clifton would welcome such a service. Resounding yes amongst residents canvassed by HWG so Clerk will notify OCC.</li> <li>7. <b>Parlour House:</b> Request for keep clear marks outside Parlour House, Earls Farm, Earls Lane for access of farm machinery. The WG to consider and present recommendations to PC.</li> <li>8. <b>Post Box.</b> The Clerk has chased up the re-siting of the post box.</li> <li>9. <b>Real Time Display.</b> The bus service real time display will be replaced within the next two years.</li> <li>10. <b>Man Hole Cover, Hempton.</b> Is loose and has been reported to OCC to investigate (reference number 263056).</li> <li>11. <b>Pollarded Trees St. Thomas Street.</b> OCC to be contacted as trunk re-growth restricts vision.</li> <li>12. <b>Johnsons A boards.</b> It was noted that A boards have appeared again at the west side of St Thomas Street. However, it was agreed that this was not a matter for the PC.</li> <li>13. <b>Manhole Cover.</b> Cllr Todd reported that it looked like action was shortly to be taken to repair</li> </ol>

	<p>the manhole cover to the south end of the Market Place.</p> <p>14. <b>Buddleia</b>; It was requested that the Steward cut back the buddleia by the Library before it gets too large and complaints are received.</p>																												
106/09	<p><b>Recreation Working Group</b></p> <ol style="list-style-type: none"> <li>1. Cllr Squires stepped down as Chair, Cllr Watts has agreed to take over. Thanks expressed to both Cllrs.</li> <li>2. Review of File Contents: <ul style="list-style-type: none"> <li>• <b>The Hollies, Tithe Lane.</b> Residents have offered to park elsewhere by arrangement so that grass cutting can be undertaken. Clerk is co-ordinating.</li> <li>• <b>Copy of By-law for Deddington Castle</b> - Point 4 refers to ban on any barrow, truck, machine, bicycle or vehicle other than a few exceptions. WG suggests considering revoking the by-law and taking sign down. It was discussed and agreed that local residents should be surveyed before action is taken.</li> <li>• <b>Community Grant notice.</b> to be forwarded to Allotment Association by the Clerk.</li> <li>• <b>Circular re:</b> play equipment</li> </ul> </li> <li>3. <b>Fitness Trail.</b> It was questioned if there is any support for it. It was agreed that opinions be sought before committing to expenditure. It was suggested that this may fall under the remit of the Friends of Castle Grounds. Kevin Mayo has offered to act as consultant to the exercise trail. Cllr Flux reminded the working group that Cherwell may provide funding of up to 50%.</li> <li>4. <b>Friends of Castle Grounds (FOCG).</b> The following people have expressed an interest in getting involved in FOCG: Kenneth Boss, Betty Hill, Terry Clinch, Dave Westbury, Mick Taylor and Susan Fuller. It was noted that grants may be available – such as Community Support Fund (up to £800). The initial meeting to be held on Monday 13th July 7.00pm at the Town Hall. The Clerk has booked the hall and been asked to contact the interested individuals and also invite History Society, Friends of Daeda's Wood and Walter Meagher. Cllr Ward to attend meeting and offer invite to other Colts committee members</li> <li>5. <b>Dog Bin.</b> The WG notes that the rubbish bin at the far end of the Castle Grounds field is being used as a dog bin as there isn't one down there. Cllr Ince to investigate.</li> <li>6. <b>Dog Mess.</b> Cllr Watts expressed concern with regard to dogs on the Windmill Sports fields and owners not cleaning up after them. Heather Ward to speak to Football and Cricket clubs to assess extent of clean up issues for them prior to games. It was suggested that further signage could be used to remind dog owners of their responsibility.</li> <li>7. <b>Cricket Club Nets.</b> The Nursery has raised issue of siting of nets with Cricket Club as currently cricket balls could go into their garden and wound a small child. The cricket club have been spoken to and have advised the PC that they will be adding a net to the top and not using them when children are in the garden. Cllr Squires said that it was not necessarily the cricket club using the nets. A letter is to be sent to the Cricket Club to ask them to take appropriate action to sort this problem out.</li> </ol>																												
107/09	<p><b>Report upon the Play Areas</b></p> <p>The on-going problem with one of the hinge pins on the walkway has been rectified by the Steward and will be monitored. A child has fallen in the play area to the left of the entrance to the Windmill and suffered a broken wrist.</p>																												
108/09	<p><b>Invoices for Payment</b></p> <p>A schedule of invoices totalling £3,692.06 were tabled and approved for payment.</p>																												
109/09	<p><b>Investment of Council Funds</b></p> <p>At the close of business on 17 June 2009 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>893.04</td> <td>0.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Current Acct</td> <td>15,259.26</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>133,963.21</td> <td>1.5%</td> <td>Overnight</td> </tr> <tr> <td>Birmingham Midshires</td> <td>200,000.00</td> <td>6.12%</td> <td>1 year fixed (June 09)</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>550,115.51</b></td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Imprest Acct	893.04	0.1%	Imprest	Barclays Current Acct	15,259.26	0.1%	Current	W. Bromwich Building Soc.	133,963.21	1.5%	Overnight	Birmingham Midshires	200,000.00	6.12%	1 year fixed (June 09)	Anglo Irish Bank	200,000.00	3.25%	2 year fixed (Jan 11)	<b>TOTAL</b>	<b>550,115.51</b>		
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110/09	<p><b>Correspondence.</b></p> <p>Cllr Anderson said that a letter had been received from a parishioner about an injury incurred while walking on PC land, intimating that legal advice was being sought. An acknowledgement had been sent and a reply is awaited before any action is taken</p>																												
111/09	<p><b>AOB</b> Cllr Anderson referred to the item in the F&amp;GP report about a request from DCE regarding the Town Hall external decoration and said that he had received that evening an e-mail from the DCE secretary. Cllr Wood suggested that as it had not been received by the Clerk in time for the meeting it should be held over until July and this was agreed.</p>																												
112/09	<p><b>Next Meeting:</b> The next meeting of the Parish Council will take place on Wednesday 15 July 2009 at 7.30pm in the Town Hall, Deddington.</p>																												