

DEDDINGTON PARISH COUNCIL

Minutes of a Meeting held at the Town Hall, Deddington on

Wednesday 20 May 2009 at 7.30pm

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

In attendance: County Councillor Jelf

072/09	Apologies: Apologies were received from District Cllr O'Sullivan
073/09	<p>Election of Chairman and Vice Chairman: The Clerk took over the chair for the election of the Chairman. Cllr Anderson nominated Cllr Flux for the position of Chair. This was seconded by Cllr Ince and unanimously agreed upon. Cllr Flux was then duly appointed Chairman and assumed the chair. He thanked all Councillors for their support in all areas. Cllr Flux then sought nominations for Vice Chair and himself nominated Cllr Anderson. This was seconded by Cllr Privett and unanimously agreed. Cllr Anderson was then duly appointed Vice Chair.</p>
074/09	<p>Working Group Structure and Membership 2009/10: Finance and General Purposes: As Cllr Alton has resigned Cllr Privett agreed to replace him within the group. The group will comprise of Cllrs Anderson, Privett, Todd and Wood. Planning Working Group: Comprises Cllrs Anderson and Todd so it was suggested that one of the newly co-opted Cllrs join this working group. Recreation Working Group: Cllr Ward requested a move to this group. There was some discussion regarding the possible merger of the Recreation and Environment and Special Projects working groups but no agreement could be reached. A compromise was agreed when Cllr Anderson suggested that he could go along to the meetings on occasions and help out when available during weekdays. This was agreed. The recreation working group now comprises Cllrs Anderson, Squires, Ward, Watts and Westbury. Highways Working Group: As Cllr Privett has moved to the finance and general purposes working group Cllr Collins agreed to take over as chairman of the highways working group. The working group now comprises Cllrs Collins and one of the newly co-opted Cllrs with Cllr Watts available to help when necessary. Environment and Special Projects: Comprises Cllrs Ince and Rudge.</p> <p>Parish Councillor representative on other parish groups: Youth Club: Cllr Wood Allotments: Now their own association but will link to the PC through Cllr Wood if required. Deddington Charities Estates: Cllr Anderson and Terry Clinch Windmill Community Centre: Cllr Flux Schools: Cllr Watts Deddington On-line: Cllr Anderson Farmers Market: Cllr Todd Deddington Festival: Cllr Anderson NAG: Dave Keats Campaign to Protect Rural England (CPRE): Cllr Rudge</p>
075/09	<p>Attendance records for 2008/09: Cllr Flux achieved full attendance over the year with Cllrs Anderson, Ince, Privett, Todd and Watts missing only one meeting.</p>
076/09	<p>Minutes of the last meeting: The title should state that it is minutes of the meeting held on 15 April 2009 and not March. 057/09 (2) NAG representation. Should read Dave Keats, not Dave Keets. 059/09 The third sentence should read: Recent legislation means that users now have to pay for each journey and this is causing problems for vulnerable people living in villages, such as Barford, which has no regular bus service. Cllr Flux then signed off the minutes as a true record.</p>
077/09	<p>Declaration of Interests 084/09 Environment. The Oxfordshire Conservation Volunteers – Cllr Squires personal interest. 085/09 09/00567/F – Windmill Community Centre - Cllr Todd personal and prejudicial interest. Cllr Flux personal interest. 086/09 Beeches Bowls Club – Cllr Todd personal interest.</p>
078/09	<p>Matters Arising not referred to later on the Agenda: Cllr Collins referred to last months minutes (65/09) regarding the rules and regulations for allotments and the percentage hens can occupy per plot. After some discussion the Clerk was authorised to finalise the agreement with assistance from Cllr Anderson as necessary.</p>
079/09	10 Minute Open Forum: None
080/09	Parish Councillor vacancy:

	<p>Following the correct protocol only one vacancy (that of Cllr Spencer's position) could be filled at the May meeting. The vacancy arising from Cllr Alton's departure will be filled in June.</p> <p>After a brief introduction from the two candidates, John Day and Jean Morris, the Parish Council were able to question them regarding their proposed input, time commitments and areas of interest. After this short question and answer session there was a ballot. The Clerk counted the votes and Cllr Flux confirmed that the successful candidate was John Day. Thanks were extended to both candidates. It was then agreed that John Day would join the Planning Working Group. Jean Morris asked that her application be considered for the co-option of Cllr Alton's position next month. Cllr Todd asked that a formal note of thanks be sent to Angus Alton for his service on the council. Cllr Flux confirmed that he had already sent Angus a message to this effect.</p>
081/09	<p>Annual Parish Meeting Follow-up:</p> <p>Cllr Flux stated that 4 or five issues had been raised and they had been passed onto the relevant working groups. Cllr Squires asked if the PC were concerned about the low attendance. The Clerk confirmed that the attendance of parishioners was only nine. The meeting was reminded that this is a Parish event and the PC are only there to facilitate the meeting and unable to prescribe the agenda. Cllr Anderson suggested that next year it might be an idea to write to groups/clubs and suggest that the meeting is a platform for them to address the parish.</p>
082/09	<p>County and District Councillors update: Nothing to report.</p>
083/09	<p>Recreation Working Group</p> <ol style="list-style-type: none"> Grass Cutting. Clarification was sought on what the Steward was cutting. It was confirmed that they would be the more "fiddly" parts that Design Gro can not get to with large machines such as by the lounge. Cllr Flux confirmed that Design Gro are cutting twice a month and that the Steward would match the cutting. The cricket club has purchased a sit-on mower and will cut the out field. Cllr Watts asked that clarification be given that they have adequate cover for doing so. Cllr Flux said that they have their own insurance and are covered. Cllr Squires asked if any comments had been received regarding the cuttings (frequency and length). The Clerk explained that the first cut had been left relatively long to limit the amount of grass arisings. After some discussion it was decided that subsequent cuts should be shorter - in the region of 1 to 2 inches. This was considered to be a better option than a close cut on the verges and playing fields. The Clerk will notify the grass cutting contractor. It was also noted that some residents now were cutting the areas outside their homes. Friends of Castle Grounds. Cllr Squires stated that some residents are interested in getting involved and a meeting would be arranged. It will be detailed in the June edition of the Deddington News. The issue of car parking was raised as it was felt that without the availability of parking it might be difficult for the fitness trail to go ahead. Cllr Flux stated that Church Commissioners Office owns the right of way and have confirmed that it can be used for parking. Cllr Westbury suggested the no parking sign issued by the Parish Council at the entrance should be removed and kept for posterity. The Clerk will check whether there is a by-law in place regarding the parking. If so, this may need to be revoked before any further action can be taken. Moles. Cllr Rudge asked if the mole problem at Castle Grounds had been resolved. Cllr Ward said that the moles were still very much present but as the football season had ended it was not a pressing matter but needed to be resolved before the start of the new season. Cllr Rudge would like to investigate humane ways of getting rid of the moles in the future.
084/09	<p>Environment & Special Projects Working Group</p> <ol style="list-style-type: none"> Environment. <ul style="list-style-type: none"> Cllr Rudge attended the Countryside Forum meeting and has a report available for those interested. The Oxfordshire Conservation Volunteers have continued the good work on Castle Grounds and will return in the autumn to work on the hedges alongside the cemetery. The Clerk was asked to send an official letter of thanks. Swift Conservation Group. Cllr Rudge to ask Walter Meagher to help identify possible sites where nest boxes might be put up. Cllr Rudge to speak to Rod d'Ayala to see if use of the second half of Oxford Highways Depot could be used for a wild flower meadow. Market Place Oak Tree. The weekday steward has been watering the Oak Tree and it is improving. Cllr Todd pointed out that OCC should be undertaking the watering and County Councillor Jelf will take up. Planter, Hanging Baskets and Christmas Tree. <ul style="list-style-type: none"> The planters are being prepared prior to Nicholsons of North Aston planting them. Sponsorship of the hanging basket is now in question so alternatives are being investigated. The cost was thought to be in the region of £200. The Deddington News has expressed an interest in helping fund the Christmas Tree this year. The PC thanked them for this. The Clerk will source quotes for supply,

	<p>installation and removal.</p> <ol style="list-style-type: none"> 3. Litter/Dog Bins. The Hempton litter bin needs securing. A meeting with Mr Collins of CDC is to be arranged with Cllr Ince to review new proposals for emptying schedule. 4. Notice Boards. Cllr Ince still looking for a cheap repair for curling backings. 5. War Memorial in the Churchyard Extension. A chipper was hired to clear tree cuttings. Consideration is being given to installing an edged gravel path before Remembrance Day in November. Cllr Collins is seeking current opinions on the location of the memorial. Cllrs Ward and Collins asked that Cllr Ince thank Richard the weekend steward for the excellent job he has done. 6. Hempton Road Cemetery. <ul style="list-style-type: none"> • Contact has been made with Banbury Cemetery to monitor their project to establish a more robust headstone mounting system. • Cllr Anderson to undertake a risk assessment to cover H&S needs. • A risk assessment of all graves will be undertaken once a year. The first review to be June 2009. • Costs of hard standing for water trough and waste bins to be established by Cllr Ince. • Notice board needs repairing. • Cllr Ince and Clerk to keep separate income and expenditure for cemetery and war memorial. • Granting, Exercising and Transferring Rights of Burial course. Cllr Ince has requested that he and Clerk attend the course at a cost of £40 per place. This was agreed.
085/09	<p>Planning Working Group Applications</p> <p>09/00490/F – Ash Cottage, Chapel Close, Clifton. 2 detached dwellings and domestic garages. The latest in a number of planning applications (07/01722, August 2007) amended in September 2007 and withdrawn October 2007 and then resubmitted (07/02237/F) and approved subject to conditions, including possible contamination of site. Despite this condition the latest application answers the question about contamination in the negative. It was recommended that no objection should be given but carrying forward of conditions and concerns previously mentioned. The concerns relate to the parking issue, the possible contamination due to shed being burnt down and possible contamination of land that has been covered over. This was proposed by Cllr Collins and seconded by Cllr Todd and unanimously agreed.</p> <p>09/00567/F – Windmill Community Centre and Sports Complex, Hempton. Before this could be discussed the Parish Council needed to respond to a letter received requesting formal approval from the WMC to site solar panels on the roof. The issues of potential vandalism and theft were raised but not felt to be an issue concerning the initial request. It was therefore unanimously agreed.</p> <p>The application to erect 56 solar panels on the roof was then given consideration. It was proposed by Cllr Wood that no objection be given which was seconded by Cllr Watts and unanimously agreed.</p> <p>Approvals</p> <p>09/00369/F 11 St Johns Way, Hempton 09/00346/F 4 Victoria Terrace, Deddington 09/00229/TPO Sentry House, Caste Street, Deddington 09/00322/ADV Co-op supermarket & Post Office, Market Place, Deddington</p> <p>Other Matters</p> <p>CPRE Oxfordshire Campaign Briefing April 2009 Copy in Parish Office or www.cpreoxon.org.uk Cherwell District Council. An email has been received asking if interested in a meeting on Development Control Issues which the working group are looking into. Also, a letter inviting members to a meeting at Bodicote House on 17 June. This is date of the next PC meeting so a letter to be sent, by the Clerk, to state interest in the outcome in the subjects of Affordable Housing and Nags Local Development Framework.</p>
086/09	<p>Finance & General Purposes Working Group</p> <ol style="list-style-type: none"> 1. Cash Flow for April. The Admin costs include the £4,000 loan to the Cricket Club. 2. Preliminary figures for 2008-2009. Letters have been drafted to the Cricket Club and Windmill Centre asking them to confirm the amounts owing at year end for grass cutting and work on AWC respectively. These are required in order that the internal auditor can pass the accounts that are currently with him. Cllr Squires raised concern over the increase in expected expenditure at the Satin Lane Allotments. Cllr Wood explained that this was for the increased cost of the rubble and concrete footings for the shed and for the water supply. As the job was three quarters of the way through he liaised with the Chair who decided that to stop the job and restart would cost the PC more money in the long run and therefore approved continuation of

	<p>the work. Cllr Westbury asked that better quotes be sourced in the future. Cllr Anderson said that many quotations were subject to conditions that nothing unexpected was found whilst undertaking the work. It was suggested that the footings for the shed had needed more depth than quoted for. Cllr Ince said that the matter should have come back to council. Cllr Collins suggested that the PC apply more scrutiny in the future and this was agreed. Cllr Watts led the PC's in thanking Cllr Wood for his time and efforts on the figures for 2008-2009.</p> <ol style="list-style-type: none"> 3. Building Societies. The Birmingham Midshire's bond expires on 15 June and investigations are to be made to move to another account. Cllr Wood investigating moving £100,000 from West Brom (1.5%) to an Alliance & Leicester nine-month bond (2.81%). 4. OCC Grass Cutting. They have confirmed the grass-cutting grant will be £4,292.93. 5. Insurance. A broker has approached PC to quote for insurance but a little too late for this year but will be asked to approach again early 2010 so consideration can be given. 6. Beeches Bowls Club. Have put up a new gate at the south side of the Bowls Club at their expense but have now asked that the PC install some temporary fencing while the beech bushes grow. After much discussion it was agreed that the Clerk should obtain a quote and that this should be brought back to council for approval. 7. Tertiary Grant Application. An application for a tertiary grant has been received for the current academic year starting last autumn. It was agreed that this application would be reviewed in September and that all future applications should be reviewed just once a year at the start of the academic year and that all applications for the academic year 2009/10 should be received by 5 September 2009. A note regarding this will be placed in the Deddington News. 																												
087/09	<p>Highways Working Group</p> <ol style="list-style-type: none"> 1. Banbury - Bicester bus route: Cllr Collins to investigate if residents would like the Banbury Bicester bus to pass through Clifton. 2. Overhanging Trees: A couple of residences were noted as having overgrown vegetation that was impairing use of pavements. The Clerk to write and ask them to cut them back. 3. Parking: Cllr Wood presented a review of parking in Deddington. He was able to suggest three possible outcomes; enforcement, provision of extra parking and status quo. Enforcement would result in a lot of administration for CDC so they would have no interest in getting involved. The lay out of the village does not lend itself to having enforcement. Provisions of extra parking, again CDC has a policy of not building car parks and it was felt there are no suitable sites for development for a car park. Status quo, leave as is but with a suggestion to local businesses not to park in the centre of the village 9-5 and also ensure that any planning applications consider the parking implications. Cllr Collins suggested that the status quo be adopted but with a move away from all day parking if possible. Cllr Privett amended the proposal to add that the Planning working group should include possible parking problems if relevant in all future planning applications. Cllr Watts seconded this proposal and it was unanimously agreed that this be adopted. Cllr Westbury congratulated Cllr Wood on a very good report. 4. Horse post by Tchure entrance into Market Place. Cllr Rudge has been asked that the post be righted as it is currently standing at an angle, which a resident has walked into. Cllr Westbury asked that due to its historic nature that it not be removed. 5. Pub tables. A parishioner has contacted the police and asked that the public houses be asked not to block parking. The police contacted OCC Highways as it falls under their remit. The PC were concerned that all businesses should be dealt with in the same way. 																												
088/09	<p>Report upon the Play Areas</p> <p>The Clerk said that the play areas are due for an inspection in July. There has been an on-going problem with one of the hinge pins on the walkway, which Cllr Westbury has said should be easy to fix.</p>																												
089/09	<p>Invoices for Payment</p> <p>A schedule of invoices totalling £9,557.64 were tabled and approved for payment.</p>																												
090/09	<p>Investment of Council Funds</p> <p>At the close of business on 20 May 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>1,231.15</td> <td>0.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Current Acct</td> <td>18,669.94</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>TOTAL</td> <td>553,864.30</td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Imprest Acct	1,231.15	0.1%	Imprest	Barclays Current Acct	18,669.94	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)	TOTAL	553,864.30		
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091/09	<p>Correspondence No matters arose from the correspondence.</p>																												
092/09	<p>AOB None</p>																												
093/09	<p>Next Meeting: The next meeting of the Parish Council will take place on Wednesday 17 June 2009 at 7.30pm in the Town Hall, Deddington.</p>																												

