

DEDDINGTON PARISH COUNCIL

Minutes of a Meeting held at the Town Hall on Wednesday 19 November 2003
commencing at 7.30pm

Present: Councillors Flux (Chairman), Mrs Swash, Cox, Todd, Alton, Squires, Wood, Rollason, Watts, Ellis (part), District Councillor O'Sullivan County Cllr Jelf, Graham Pitts (Clerk), Sue Gibbs (Minute Secretary).

81/03 **Apologies**

Apologies were received from Cllrs Mrs Spencer, Harvey, Westley, and Haslam.

82/03 **Minutes of Last Meeting**

Cllr Rollason asked that the following change be made to the Minutes of the meeting held on 15 October 2003:

76/03 (d) Deddington Colts Parking: the final sentence should read: “.....*no one from the Deddington Colts would support any parents parking illegally or inconsiderately*”.

This was agreed and the Minutes were then approved as a true record and signed by the Chairman.

83/03 **Matters Arising – RBL**

Cllr Rollason asked that the Royal British Legion should be discussed at the end of the meeting.

84/03 **Declaration of Interests**

Councillors declared an interest as follows:

91/03 (e) Cllr Cox declared an interest

91/03 (h) It was noted that Cllr Haslam had an interest

85/03 **10 Minute Open Forum**

There were no members of the public wishing to speak

86/03 **Emergency Stopping Place for Travellers**

Following the decision to hold a review of the overall provision of traveller services within Oxfordshire, a draft letter to OCC had been circulated with the agenda. Cllr Squires reported that this was basically a re-working of the letter which was to have been sent had OCC submitted its original planning application, taking out the parts which had referred specifically to the Deddington site and concentrating on the overall strategy. **It was agreed that the second sentence of paragraph 10 should be amended so that the section in brackets read “.....(some 20% of the electorate) attended”.**

Cllr Squires also reported that he had addressed the last Milton Parish Council Meeting who would be fully supportive if the application reappeared. It had been agreed that Co Cllr Jelf would represent the Working Group and the Parish Council at the Environment Scrutiny Meeting on 26 November. The Executive Meeting was scheduled for 10am on 9 December, with papers available on 2 December. These would be circulated to the Working Group. Cllr Wood had offered to represent the Parish Council at that meeting. There would also be representatives from the Milton Road Action Group.

It was agreed that a copy of the letter to be sent to the Council should be placed in the Library and posted on the Website.

The Chairman also asked that if anyone received any comments or other feedback these should be relayed to the Clerk so that those attending the meetings had all relevant information.

Cllr Watts asked whether the question of whether the previously proposed site was on a highway or in a layby should be resolved and **it was agreed that this should be taken up with the Highways Department.**

87/03 **CDC Annual Parish Liaison Meeting**

The Chairman reported that he had attended this meeting. Graham Handley had made a presentation on the Cherwell Community Plan, a copy of which was in the office. This had been followed by a presentation from Brian Spragg from the OALC on the Quality Parish Council/Oxfordshire Training Partnership, which had not been very well received. Deddington would be unable to qualify for the Quality Parish Council scheme because 80% of the Council had to be elected and The Clerk did not hold the required qualification. It did not appear that there was any advantage to a parish council in qualifying for this scheme and he had not heard any local councillor speak in its favour, furthermore it would simply allow the Parish Council to carry on doing what it already does.

88/03 **Leave of Absence**

It was agreed that Cllr Spencer should be granted 6 months leave of absence from the Parish Council as she was expecting twins in February.

89/03 **Public Open Space at Hempton Road**

The Clerk reported that the documents relating to the transfer in Wimborne Close, which the Parish Council had agreed to take over were ready to be signed. Cllr Rollason said that this had been considered by the F&GP and although the recommendation was that the documents should be signed, there were still concerns about the safety of the play area. The Clerk explained that this related to a bolt on a particular item of equipment mentioned in the annual safety audit report. Since then he had been in touch with the manufacturers who were who were amazed that this had been mentioned and stated that they had no reason to believe it was not safe. **It was agreed that they should be asked to provide a letter to this effect. Once this had been received it was resolved that the Council should accept the transfer of responsibility of the Public Open Space in Wimborn Close, Deddington and the associated commuted sum of £31,084.61 in respect of its maintenance.**

90/03 Cllr Ellis left the meeting for personal reasons.

91/03 **Planning Working Group**

Cllr Swash reported as follows:

- a. A list of approvals since the last meeting was circulated. It was noted that the approvals for Windmill Stores, Hempton Road, and Huntleys, New St were both subject to certain conditions.
- b. **03/0228`/F 21 The Daedings, Deddington.** Two story front extension. The Planning Officer had visited and concerns had been expressed about a side window. The owners had therefore agreed to amend the plans accordingly. **No objection.**
- c. **03/02112/TCA The Mount, St Thomas St, Deddington.** Reduce height of 1 Western Red Cedar and Lawson Cypress by approximately 3 feet. Remove dead ivy covering the stem of 2 laburnums. **No Objection.**
- d. **03/02248/TCA Johnson and Co, Deddington.** Fell 1 sycamore tree and 1 holly tree. This was causing problems with the boundary wall. **No objection.**
- e. **03/02201/F 12 The Paddocks, Deddington.** Demolition of existing WC and store and erection of two storey extension. Concern had been expressed regarding the loss of light to adjacent property and the Planning Officer had asked the agent to look at this again. **Objection.**
- f. **03/02232/LB Paper Mill Oxford Road, Adderbury.** Renovations and repair to form living accommodation. **No objection.**
- g. **03/01729F St James Farm, Clifton.** Erection of 2 metre high stone wall, timber gates and alterations to outbuildings (amended plans). There were concerns that this should not be used as a separate dwelling. **No objection.**
- h. **03/02185/LB The Cottage, Philcote Street, Deddington.** Demolish existing stone boundary wall and gable wall and rebuild in reclaimed stone. **No objection.**
- i. Planning Seminar for Parish Councils – Monday 24 November at 6.00pm. Cllr Cox would try and attend.
- j. Temporary uses of buildings and land at RAF Upper Heyford – review of current policy. Cllr Wood explained that this related to the extent to which the rest of the site was used and regenerated. **It was agreed that any comments should be forwarded to the Clerk by the end of the week.**

92/03 **Highways Working Group**

A report of the last meeting had been circulated by Cllr Haslam. Cllr Woods reported as follows:

- a. **Babtie.** It had been suggested that if there were any surplus funds from this project Babtie should be asked to provide two seats, which could then be placed wherever the Parish Council wished. **It was agreed that further clarification was required regarding the placing of signage.**
- b. **Hempton Pinch Point.** This was still causing concern with a bad accident recently causing the road to be closed. A number of Councillors reported that they had experienced problems with oncoming traffic. Cllr Wood said that he thought that Cllr Haslam was going to speak to Highways but **it was agreed that the Clerk should write again.**

- c. **Signs saying Local Services in Village.** This would cost £90 plus VAT. It had previously been thought that local businesses should be asked to pay for this.
- d. **Castle Street.** Cllr Todd reported that because of building works the footpath was closed and the grass verge being chewed up. **It was agreed that the Parish Council should ensure that this was reinstated once the work was finished.**
- e. **The Style.** Cllr Todd reported that the surface was breaking up and becoming dangerous. **It was agreed that the Clerk should investigate.**

93/03

Finance and General Purposes Working Group

Cllr Wood reported as follows:

- 1. He thanked Cllr Todd for his work as Chairman to date and Cllr Alton for stepping in recently.
- 2. **Cash Flow.** A statement for the first six months was circulated. It was seen that income was very “lumpy”. In future a monthly schedule would be prepared for each Parish Council meeting. Once a full 12 months had been prepared the Council would be in a better position to budget and it was anticipated that when the budget was drawn up for the next year, this could be broken down month by month. Cllr Wood and the Clerk were thanked for their work on this.
- 3. Oxfordshire Playing Fields Associate. **It was agreed that the PC’s membership of £55 should be renewed.**
- 4. Oxfordshire Woodland Project. An appeal for funds had been received. The Working Group was to look at all such requests together.
- 5. **Town Hall.** A positive meeting had been held with the Feoffees. However, as the Chairman of the Feoffees was away a further meeting would need to be held when more information was available. Cllr Cox expressed concern about the suitability of the Town Hall in terms of its access for Parish Council Meetings. Cllr Rollason asked about the renewal of the Parish Council’s lease in 2006/2007. The Chairman confirmed that this was automatically rolled over, if both parties agreed.
- 6. **Accounts.** The external auditors had raised a couple of queries which had been dealt with and it was anticipated that the accounts would be passed.
- 7. **Internal Auditor.** Pamela Wood had now been approached and had agreed to become the Internal Auditor. **It was therefore agreed that she should now be formally appointed**

94/03

Environment and Recreation Working Group

Cllr Squires reported as follows:

- a. A new Chairperson will be selected at the next meeting.
- b. **BMX Track.** It was felt that a fence should not be erected at present; this would be reviewed from time to time.
- c. **All Weather Court.** It was likely that a new surface would cost the Parish Council between £6,000 and £10,000, providing that a grant could be obtained for half the cost. Consideration needed to be given as to whether the Parish Council should pursue this.
- d. **Bins.** Following a complaint about bins being left on the street, CDC had advised that bags could be provided where necessary, eg where there was no side access. **It was agreed that Deddington News be asked to publicise the fact that the Council would provide bags where it was felt necessary** (an assessment was made on grounds of

access and mobility).

- e. **Cubs – Christmas Decorations.** It was agreed that the cubs should be thanked for their offer to use home-made decorations for the village tree, but that Clerk should make sure that the Leaders were aware of the health and safety considerations regarding this.
- f. **Grass Cutting.** The Clerk confirmed that work was in hand to look at the cost of the PC carrying out grass cutting itself.
- g. **Yew Tree. It was agreed that this should be planted in the Cemetery.**
- h. **Windmill Centre.** Cllr Rollason had made a verbal request on behalf of the Windmill Centre for the PC's assistance in funding some of the repairs they needed to carry out. This request was noted, but **it was agreed that as this was a budget item, the Windmill Centre needed to make a formal approach via the Clerk. This could then be considered by the F&GP Working Group.**

95/03 **Invoices for Payment**

Invoices totaling £4931.24 in accordance with a schedule circulated at the meeting, a copy of which is filed with these minutes, were approved for payment.

96/03 **Investment of Councils Funds**

At the close of business on 19th November 2003 the balances were as follows:

ACCOUNT NUMBER	BALANCE	INTEREST	NOTICE
70708526	462.34	.1%	Imprest
70708542	9325.01	.1%	Current
TOTAL	9787.35		
Bradford & Bingley	1000.00	3.4%	120 Days
W. Bromwich Building Soc	520373.97	3.4%	Overnight
TOTAL	<u>531161.32</u>		

97/03 **Correspondence**

A list of correspondence was circulated at the meeting.

98/03 **Membership of Working Groups**

Following a number of changes it was agreed that the membership of Working Groups would be as follows:

F&GP: Cllrs **Wood**, Todd, Swash, Alton

Environment & Recreation: Cllrs Harvey, Watts, Squires, Rollason and **Spencer**

Planning: Cllrs **Harvey**, Wood, Cox and Swash

Highways: Cllrs **Haslam**, Westley, and Wood

The Chairman would speak to Cllr Ellis.

99/03 **Royal British Legion**

Cllr Rollason reported that the Notices section of the Banbury Guardian on 30 October had contained a Notice of Intent by the Trustees to grant a lease on the premises, with representations to be made to the solicitors, Aplins. He felt that the Parish Council should approach Aplins asking for details of the lease to see if there were any conditions attached. The Chairman confirmed that the Trustees had said that they had now cleared everything with both the Charity Commission and their lawyers, and suggested asking the Trustees for the relevant information. After some discussion **it was agreed that a letter should be sent to Aplins asking for details and that the RBL be informed that this was what the Parish Council was doing.**

98/03 **Date of Next Meeting**

Wednesday 17 December at the Town Hall commencing at 7.30pm.