

DEDDINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held in

Old School Room, Hempton at 7:30pm on Wednesday 21 November 2018.

Present: Cllrs A Collins, M Cox, J Eames, H Oldfield, S O'Neill, J Reeve, M Robinson, D Rogers, M Squires, M Swadling, T Timms and J Watts. **Also in attendance:** County Cllr A Fatemian and District Cllr B Williams, David Stewart (finance volunteer), Deddington News representative and four members of public.

255/18	Apologies: Cllrs J Higham and B Wood.
256/18	Declarations of Interest: Cllr S O'Neill declared a pecuniary interest in Agenda Item 13 and 14 (270/18 and 271/18) as a landowner and left the meeting when the Neighbourhood Plan and Large Scale Development were discussed. Cllr J Eames declared a general interest in Agenda Item 11 267/18 Planning application 18/01682/F Old Post House, New Street, Deddington as a neighbour. Cllr S O'Neill declared a general interest in Agenda Item 11 267/18 Planning application 18/01843/F 11 Hempton Road, Deddington as she knows the applicant.
257/18	Minutes: Cllr J Watts proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous by those in attendance of the meeting) that the minutes of the meeting held on 17 October 2018 were approved as a true record. The Chairman then signed the minutes.
258/18	Matters arising from the minutes and not referred to later on the Agenda: Cllr M Squires stated that OALC guidelines suggested that minutes of the PC meeting should be available to the Cllrs and public the following day. Agenda for December 2018 meeting.
259/18	10 Minute Open Forum: Vaughan Jones spoke on behalf of a number of organisations with regard to the selection of a contractor for the play area. He asked Cllrs to favour two contractors – one a local man specialising in wood, one a national supplier. Jeremy Sacha, the project manager, who favours one contractor, mentioned Standing Orders and a grey area regarding a missed deadline and whether the SO's were relevant given that there are two separate contracts for the provision of play equipment, each less than £60,000.
260/18	Windmill Centre Redevelopment Working Group County Cllr A Fatemian arrived during this discussion. Appoint Supplier(s) (Moved up the Agenda following the 10-minute open forum) Cllr H Oldfield proposed, Cllr M Robinson seconded the motion that Option 1 (the 2 supplier solution) be chosen. An amendment was then proposed by Cllr J Eames, Cllr A Collins seconded the motion and the Council RESOLVED (eleven for and one abstention) that OALC are asked for advice. Depending upon the advice, the national supplier then be contacted re their view on two suppliers on site and a possible principal/ subcontractor situation. Once all information is gathered it is passed to Cllrs before the December 2018 meeting, when a decision will be made. This resolution caused the original proposal by Cllr H Oldfield's to FAIL . Cllr M Robinson to contact the unsuccessful suppliers who did not make the final list.
261/18	10 Minute Open forum (continued): A Hempton resident spoke with regard to HGV traffic issues, seemingly being directed from A361 via Hempton and from the Deddington crossroads up the Hempton Road, putting pressure on the pinch point. County Cllr A Fatemian is not aware of any formal highway diversions. It was suggested that a black box could record type and speed of vehicle. He will investigate if any previous comparable data has been collected and also provide data of what is acceptable. The cost of the equipment to be confirmed.
262/18	District Councillor updates: 1) Joint Working. The reorganisation is on schedule for CDC to be self-sufficient by summer 2019 and independent by March 2020. The new OCC arrangement is gearing up with closer working relationships on back office and operational activities. 2) Thames Valley Police. TVP Chief Inspector, confirmed that household burglaries are down, however there is a rise in what's known as 'County Lines' crime - where people are recruited in the cities who travel to Banbury, Bicester to deal/supply drugs. 'Cuckooing' is on the rise, where criminals befriend vulnerable and/or older residents living alone and then proceed to use their house as a base for crime. It is not happening in rural areas yet but people should be vigilant of suspicious activity.
263/18	County Councillor update: Thanks. Cllr D Rogers expressed his, and the PC's, thanks to County Cllr A Fatemian for an application to his Councillor priority fund for £7500 to be used towards ancillary items at the new play area. County Cllr A Fatemian then reported: 1) Remembrance. He said it was great to see the Remembrance Day parade going from strength to strength with an encouraging turn out. 2) Traffic light junction. He has liaised with a member of OCC who has stated that the signs will be replaced and arrows repainted. 3) Parking issues Gaveston Gardens/Hempton Road. He stated that unfortunately parking enforcement is not under the jurisdiction of OCC. He suggested the PC consider bollards to physically stop parking. 4) Other items. He is investigating the New Street building works and chasing up the Pinch point. 5) Fix my Street changes. Changes are being rolled out for communities to assess local works required. Training will be provided and it will speed up the process as volunteers can react promptly. Cllr D Rogers proposed, Cllr A Collins seconded the motion and the Council RESOLVED (ten for and two against) that Cllrs D Rogers, M Squires, M Swadling and T Timms volunteer for assessor training.
264/18	Finance & General Purposes.

	<p>1) Bank and Investments. A deposit for £132,899 matures on 27 November - it was decided to roll over.</p> <p>2) Budget for 2019-20. Working Groups asked for their budget proposals so that the precept can be set.</p> <p>3) Accounting System – Rialto. It has been agreed Alpha is suitable for the PC needs. The cost of the Alpha software was £520 including set up, plus £121 annual support charge. There would be an additional cost of training. The budget for this was agreed last month.</p> <p>4) Minute Secretary. Cllr D Rogers proposed, Cllr J Watts seconded the motion and the Council RESOLVED (eleven for and one against) that a minute's secretary is advertised for in the Deddington News at the rate of £9.19ph for 6 hours per month.</p> <p>5) Annual Accounts – Fraud Statement. Mr Stewart agreed to draft this before the financial year end in line with a recommendation from the auditors, Moore Stephens.</p> <p>6) Internal Audit – Arrow Accounting. This had been approved and passed to Clerk accept the contract.</p> <p>7) Windmill Centre.</p> <p>a) Lease. The land was in the process of First Registration and the lease proceeding. Insurance quotes for increased cover have been received. Tennis Club. Cllr D Rogers proposed, Cllr J Watts seconded the motion and the Council RESOLVED (eleven for and one abstention) that in the event of the Tennis Club winding-up, the lights and fence be passed on to the PC.</p> <p>b) Windmill Roof. The WMC are investigating options to repair rather than replace the roof.</p> <p>11) Any Other Business Parish Council – Opening Hours. The Parish Clerk will work: Monday and Thursday 9.00 – 12.30, Wednesday 9.00 – 17.00. This was agreed and the issue of availability on a Saturday would be resolved by the Clerk agreeing to be flexible.</p>																																																		
265/18	<p>Approval of Invoices for Payment. Cllr H Oldfield, Cllr J Reeve seconded the motion and the Council RESOLVED (unanimous) that the invoices totalling £7,825.77 were approved for payment.</p>																																																		
265/18	<p>Report upon the investment of the Parish Council's Funds as at 31 October 2018.</p> <table border="1" data-bbox="178 801 1476 1111"> <thead> <tr> <th>Account</th> <th>Balance</th> <th>Interest</th> <th>Notice</th> <th>Valid Until</th> </tr> </thead> <tbody> <tr> <td>Imprest</td> <td>2,523.54</td> <td>0.1%</td> <td>Imprest</td> <td></td> </tr> <tr> <td>Current</td> <td>252,047.14</td> <td>0.1%</td> <td>Current</td> <td></td> </tr> <tr> <td>Nationwide</td> <td>132,899.92</td> <td>0.75%</td> <td>1 Yr Fixed</td> <td>Mid Nov 2018</td> </tr> <tr> <td>Nationwide</td> <td>82,719.32</td> <td>0.75%</td> <td>1 Yr Fixed</td> <td>Mid July 2019</td> </tr> <tr> <td>Hampshire TB</td> <td>77,449.88</td> <td>1.3%</td> <td>1 Yr Fixed</td> <td>Mid Dec 2018</td> </tr> <tr> <td>Cambridge & Counties Bank</td> <td>85,919.63</td> <td>1.3%</td> <td>1 Yr Fixed</td> <td>Early April 2019</td> </tr> <tr> <td>United Trust</td> <td>85,000.00</td> <td>1.6%</td> <td>1 Yr Fixed</td> <td>Mid-April 2019</td> </tr> <tr> <td>Skipton Building Society</td> <td>85,000.00</td> <td>1.0%</td> <td>1 Yr Fixed</td> <td>May 2019</td> </tr> <tr> <td>Total</td> <td>803,559.43</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Mr Stewart noted that the bank balance as at the end of October (as has always been provided to PC) did not take into account uncleared cheques. The outstanding cheques amounted to £27,530.26.</p>	Account	Balance	Interest	Notice	Valid Until	Imprest	2,523.54	0.1%	Imprest		Current	252,047.14	0.1%	Current		Nationwide	132,899.92	0.75%	1 Yr Fixed	Mid Nov 2018	Nationwide	82,719.32	0.75%	1 Yr Fixed	Mid July 2019	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	803,559.43			
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267/18	<p>Planning Matters.</p> <p>Applications</p> <p>a) 18/00310/TCA Craxton, Castle End, Deddington. Tree works. T2 x Conifer hedge – reduce, T3 x Ash – fell to favour adjacent trees, T4 Silver Birch – reduce by 4m, T5 x Silver Maple – reduce by 4m, T6 x Maple – light crown & T7 x Birch leaf maple – Fell. Cllr S O'Neill proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (eleven for and one abstention) no objection.</p> <p>b) 18/01722/F Hempton House, Snakehill Lane, Hempton. Change of use of land from agricultural to equestrian & installation of a ménage. A neighbour has objected but only because of lack of detail regarding site traffic, access, use (whether commercial or personal) & lighting. These points have been addressed; site access is via the applicants own access to the Hempton Road, the change of use is for personal use, not commercial, and the lighting will be low level, lower than the existing hedge surrounding the site, which is some 50m away from the nearest neighbour and lighting will only be used in the winter and not after 8pm in the evening. Cllr S O'Neill proposed, Cllr J Eames seconded the motion and the Council RESOLVED (ten for, one against and one abstention) no objection.</p> <p>c) 18/01682/F Old Post House, New Street, Deddington. Single storey extension, internal remodel and demolition of outhouses. Subsequent to the application being made, the demolition of the outhouses has now been removed as they are attached to a G1 listed building, Historic England have no objection to the work being carried out now the demolition of the outhouses has been removed from the application. The proposed works appear to be in-keeping & will not be seen from the road/public and will make the property much more usable in the context of a family home. Cllr S O'Neill proposed, Cllr J Reeve seconded the motion and the Council RESOLVED (eleven for and one abstention) no objection.</p> <p>d) 18/01855/F Compton Cottage, Philcote Street, Deddington. Single storey rear and side extension. Low level extension to provide Kitchen/dining/ family space. The boundary walls are high and there is little of the single storey extension that can be seen from the neighbouring property. Cllr S O'Neill proposed, Cllr J Eames seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>e) 18/01878/F Rushall House, Earls Lane, Deddington. Single storey side addition under lean-to roof to provide utility/wc. Internal remodelling to improve garden room with glazed doors to garden. Replacement of traditional sliding sash windows to south elevation. Replacement windows in like-for-like design/materials. Cllr S O'Neill proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>f) 18/01843/F 11 Hempton Road, Deddington. Conversion of single dwelling to create two self-contained houses. Concerned this will set a precedent of chopping up 3 bed family homes to make two</p>																																																		

	<p>smaller units. While the parish may need smaller units, this isn't how we would like to see them achieved. There are concerns with water run-off from the driveways to the new properties and we would ask that a permeable parking surface be made a condition. There is a neighbour objection on CDC portal, concerning his loss of amenity, overlooking, sewage issues. Cllr S O'Neill proposed, Cllr J Eames seconded the motion and the Council RESOLVED (nine for, one against and two abstentions) objection on the grounds of over-development, loss of neighbour amenity/overlooking.</p> <p>Approvals 16 The Paddocks, Deddington - Alterations to and conversion of single dwelling into No. 2 dwellings. 6 Windmill Street, Deddington - Single storey rear extension. End Cottage, The Style, Deddington - Tree works St Peter & St Paul Church – Tree works</p> <p>Refusals – None Withdrawals – None Correspondence CDC have informed of the Making of Tree Preservation Order No. 13/2018 - Walnut tree at The Old Manor Farmhouse, Hempton Road, Deddington, OX15 0TL [TPO] Deddington Footpath No.5 (Part) Diversion Order under s257 of the Town and Country Planning Act 1990. CDC legal services advised that our suggested route has been objected to by the Ramblers Assn and a route more closely following the existing route has been proposed as more suitable. This is the route that has been put forward to OCC for approval. E-mail from Howard White regarding Deddington Highways Maintenance Depot asking DPC to write to CDC and OCC to inform them that we believe that the noise assessment is not satisfactory. Cllr S O'Neill proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (unanimous) that the response detailed by Cllr S O'Neill be sent with the addition of the words "or you have" and "in". County Cllr A Fatemian and District Cllr B Williams left he meeting.</p>
268/18	<p>Windmill Centre Redevelopment Working Group:</p> <ol style="list-style-type: none"> 1) New MUGA. £100,855.15 S106 funding has been received from CDC. Two 'No Climbing on Fence' signs have been bought to go on the AWC and MUGA fencing. 2) AWC. Steelway are dealing with the problem raised by Cllr A Collins. 3) Children's Play Area and Woodland Trail <ol style="list-style-type: none"> a) Appointing supplier(s): Dealt with in 260/18. b) Ancillary costs: Project manager: £5,766 so far. He has been stood him down and will look at trimming future costs (est. £1K); Hedge clearance: £2800 was agreed at last month's meeting; which has now been reduced to £1418, Planting the buffer zone: £1645 (see (d) below) Bat emergence survey: £1453, required by CDC, Grant applications do not fit PC's schedule. Sponsorship has been received for three items (buffer zone landscaping, recycled plastic picnic tables/benches, and a water fountain). Non essential items have been trimmed (e.g. pavilion, and a new shelter). Cllr S O'Neill proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (unanimous) to spend up to £11,000 on ancillary costs. c) Hedge removal: The northern and eastern hedges to be removed to allow the contractor access to plant the buffer zone. d) Landscaping buffer zone. Three quotes received. It was recommended to accept the cheapest. This amount should be reduced thanks to sponsorship by a local firm. The PM has drawn up a planting scheme which has been modified by the firm interested in sponsoring. e) Forest School. Use of the copse/pavilion as a Forest School is looking a distinct possibility. 4) Windmill Centre building upgrade. The WMC is working on list of items for upgrade in 2019. These will partly be funded by the WMC and will be the subject of the WMC's budget and business plan to be presented to the December PC meeting.
269/18	Appoint contractor. Deferred until OALC consultation takes place – see 260/18
270/18	Neighbourhood Plan Working Group. Cllr S O'Neill left the meeting Cllr A Collins proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) that the DPC resolves to reaffirm the six resolutions made in favour of the Deddington Neighbourhood Plan at the last meeting.
271/18	Large Scale Developments. Link Path between Gaveston Gardens and Deddington Grange. This is now underway. Consultation – Deddington A4260 Banbury Road, proposed 30mph speed limit extension. Cllr D Rogers proposed, Cllr J Eames seconded the motion and the Council RESOLVED (unanimous) no comment to the consultation. Cllr A Collins proposed an amendment, Cllr H Oldfield seconded the Council RESOLVED (unanimous) that the PC expresses support and would like reassurance that in actioning this the splay will be opened up, OCC and the developer to ensure that full S278 works are completed.
272/18	Environment and Recreation. Cllr S O'Neill returned to the meeting <ol style="list-style-type: none"> 1) Welford's Piece. Proludic have agreed to give us one mat the Clerk to order two more with a budget of £100 budget already in place. 2) Speed Watch. Updated received from Cllr M Squires. It was noted that 25% of speeding cars were not taxed. Cllr M Squires proposed, Cllr J Watts seconded the motion and the Council RESOLVED (eleven

	<p>for and one abstention) that a budget of £100 be made available for materials for Deddington Primary School to make a Speedwatch scarecrow.</p> <p>3) Litter bin – Cosy Lane. Cllr J Watts proposed, Cllr M Squires seconded the motion and the Council RESOLVED (unanimous) the purchase and installation of a litter bin onto concrete slab by the memorial bench on Cosy Lane for £200 for bin, fixing kit and slab.</p> <p>4) Litter bin on village green by Co-Op. Co-Op be asked to provide a bin where the post box used to be.</p> <p>5) Windmill Centre Roof. WMC continue to investigate leak in small area.</p> <p>6) War memorial Cemetery. Thank you to all those who turned out on Remembrance Sunday</p> <p>7) MUGA2. The contractor has provided details on how they will remedy a concern over the gates.</p> <p>8) Dog Walking path and dog ban from pitches at the Windmill Centre. Signs have arrived</p> <p>9) Holly Tree Notice Board. Cork backing quotes being sought and alternative backing considered.</p> <p>10) Autumn Litter pick. Thank you to those who turned out. Especially to Ben Dyche at CDC for his help.</p> <p>11) Dog poo and bags. Deferred until December 2018.</p> <p>12) Hempton Allotments Hedge. Cllr J Watts proposed, Cllr M Squires seconded the motion and the Council RESOLVED (unanimous) to accept the quote of £235 to cut the hedge.</p> <p>13) Deddington Fair / Farmers Market. Suggest that we purchase some plastic signs for lampposts stating “car park closed tomorrow”. Deferred until December 2018</p> <p>14) Christmas Tree. Is being delivered and installed on Tuesday 27 November – volunteers very welcome.</p> <p>15) Hempton Green. A suggestion that daffodil bulbs be planted on the green.</p>
273/18	<p>Highways and Transport</p> <p>1) New St Bus Stop. Installed – a thank you has been received from a delighted resident – however one more pole to prevent parking on the tarmac would be appreciated – MC to follow up.</p> <p>2) HEMPTON. HGV. A few residents in Hempton have complained about the increased number of Lorries coming off the A361 on to the B4031. Residents to be asked for more details. I.e. frequency, type and name of vehicles which may be useful in establishing a reason for this impression.</p> <p>3) Bike marking. TVP Bike Marking Operation at Halfords 19 January 10:30-14:30. Clerk to put posters in all 3 villages, to publish in D.News and awareness raised at Primary Schools/Upper School and across Deddington Social media.</p> <p>4) Parking issues – Hempton Road and New Street. The complainants have been contacted and the complaints have been sent to OCC.</p> <p>5) Road closure Barford Road. From the 28 January to and including 31 January 2019.</p> <p>6) WWI commemoration tree. Arboriculture officer has confirmed that he has no objection to the planting subject to use of an appropriate species. The PC will need to check for underground utilities. Who will be taking on the maintenance of it? Initial opposition to suggested site. Cllr J Watts to liaise with objectors. It was agreed to request one Hazel and one Rowan tree. Further consideration to be given including site of second tree, plaque?</p> <p>7) Outstanding issue with County Cllr A Fatemian. St Thomas St Pear tree, Hempton Rd Light, pinch point, reinstatement of Schoolfield site bus stop road markings, Schoolfield Toucan Crossing.</p> <p>8) Civies List. Has been drawn up by Cllrs M Cox and T Timms and circulated to all Cllrs.</p> <p>TRANSPORT.</p> <p>9) S4 bus diversions: Cllr H Oldfield posted notices for Car Fest. For the funfair Stagecoach provided signs on the day before the funfair. Cllr J Reeve believes that these signs were inadequate, or not prominent enough or placed early enough. He felt an A board would be helpful, and that the advance notice in the Deddington News was misleading. She asked that in future that Cllr J Reeve takes on the task of informing the public of diversions during Market Place events.</p> <p>10) Items from Parish Transport Representatives meeting</p> <p>a) School transport. As from September 2019 free school transport will only be available for children attending their nearest school. However, they may not live in the catchment area of the “nearest” school. In some cases it may be possible for pupils to have a seat on a county council-provided bus for a fee of £650 per year.</p> <p>b) Comet bus service. This service is now fully subscribed in Bicester but there may still be availability in the Banbury area.</p> <p>c) Bus passes. OCC has appointed a new consultant to deal with concessionary fares. These may be expanded to take in community bus services and be restyled Citizen Passes.</p> <p>d) Community bus services. There is still a small amount of funding available for setting up one of these. There are now nine groups in the county. Aynho has apparently started a community service.</p>
274/18	Update from Parish Council Representatives. None
275/18	Correspondence: Windmill Management Committee. Asking if the PC had any objections to changes to blinds etc at the Windmill. No objections were made and Cllrs were pleased with the suggestions.
276/18	Any Other Business - No decisions can be taken under this agenda item: None
277/18	Date of the next meeting: The next Parish Council meeting will take place on Wednesday 19 December 2018 at 7.30pm in the Holly Tree Club, Deddington.
278/18	Exclusion of the Public and the Press: because the nature of the business to be transacted is sensitive the public and press be temporarily excluded from the meeting (Public Bodies (Admission

	to Meetings) Act 1960 s. 1). Staff Matters. Cllr A Collins proposed, Cllr M Squires seconded the motion and the Council RESOLVED (unanimous) the amendments to Clerk contract of employment.
279/18	The meeting closed at 10:15 pm