



Deddington Parish Council

Parish Office
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NOTICE OF THE MEETING OF THE PARISH COUNCIL

Dear Councillor

Notice is given that a Meeting of the Parish Council will be held at Hempton Lounge, Windmill Community Centre, Deddington on **Wednesday 21 June 2023 at 7.30pm**. All Members are hereby summoned to attend for the purposes of considering and making determinations upon the business to be transacted as set out on the Agenda hereunder.

15 June 2023

Susan Fuller, Clerk and RFO to the Council

1. Apologies for Absence
2. Declarations of Interest – Cllrs to declare interests as items are discussed
3. Minutes of meeting held on 17 May 2023
4. Matters arising not referred to later on this Agenda
5. 10-minute Open Forum
6. County Cllr A Fatemian update
7. District Cllr B Williams update
8. Finance & General Purposes
 - a) Sign off Internal control checklist – May 2023
 - b) To consider adopting the updated Cemetery Rules – June 2023
 - c) To consider the maintenance cost of memorial benches £500
 - d) To consider adopting the updated Asset Register as at 31 March 2023
 - e) To update on the Windmill roof
 - f) To congratulate organisers of Four farms run
 - g) To consider options available for Market Place Wifi
 - h) To consider purchasing Parish Council cards – (requiring the Council approval of use of Coat of Arm) at a cost up to £35
 - i) To consider kitchen refurbishment contract up to £24,950 using S106 monies
 - j) To consider Clerk training – at a cost of £60
 - k) To consider fencing back of property of Over six play area at a cost of £831 + VAT

- l) Consider gate from Adventure Playground to Woodland Trail. Quote of up to £827+ VAT
 - m) Signage from Woodland Walk to Adventure Playground - cost up to £50
 - n) To consider Windmill Gate slam post replacement at a cost of up to £584 + VAT
 - o) To consider Windmill Gate extension piece at a cost of £190 + VAT
 - p) To consider allocation of reserves to future projects
 - q) To consider responsibilities at Deddington Grange – confirmation from CDC required
 - r) Request from FOCG to undertake ground work at Castle Grounds up to £2,500 +VAT
 - s) To update investments and sign necessary paperwork
9. Annual accounts
- a) The annual Internal Auditor Report is received and noted
 - b) The Annual Governance Statement (Section 1) is approved
 - c) The Accounting Statements (Section 2) are approved.
 - d) Signing of the Annual Governance is signed by the Chair and Clerk and the Chair signs the Accounting statements.
 - e) The RFO will set commencement date for the exercise of public rights for 22 June – 2 August 2023
10. Approval of invoices for payment.
11. Report upon the investment of the Council's Funds.
12. Planning Report. Planning Applications: To receive and consider planning applications received since the last meeting including:
- a) 23/01347/TCA Windsor Cottage, High Street, Deddington. Tree works
 - b) 23/01376/F Holly Tree Club, Horse Fair, Deddington. Single storey extension to the front of existing building and associated landscaping.
 - c) 23/01498/F Stable End, St Thomas Street, Deddington. Single storey side extension.
 - d) Land Adj to Clifton Gate Development, Clifton Road Deddington. Erection of single dwelling.
 - e) 23/01528/AGN Land South East of College Farm, Duns Tew Road, Hempton. Extension of existing agricultural building to form additional straw storage.
 - f) 23/01485/F 7 Hobart Way, Deddington. Retrospective application for the erection of a utility room including WC to rear of existing garage.
 - g) 23/01522/TCA - Plummers, 8 Hopcraft Lane, Deddington. Tree works
 - h) 23/01581/LB Old Corner House, Market Place, Deddington. Repositioning of two ground floor doors and various associated works.
13. Neighbourhood Development Planning report – Cllr A Collins
14. Large Scale Developments Working Group report – Cllr H Oldfield
15. Highways and Transport report – Cllrs M Cox and H Oldfield
- a) To consider action to maintain Market Place greens
 - b) Wide load/Weight restrictions – A Swan
 - c) To consider query over the fencing off of a Clifton footpath
16. Environment & Recreation report – Cllr M Robinson

- a) To update on EA Loo snagging list and Windmill Gate repair
- b) Emergency Plan
- c) Update on Unpaid Workers.
- d) Litter bin – emptying update from CDC

17. Items for information

18. Update from the Parish Council Representatives

19. Date and venue for the next PC Meeting – 7;30pm, 19 July Hempton Lounge, Windmill Community Centre, Deddington.

20. **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. 2.** Nomination for Volunteer Award

Susan Fuller, June 2023