



Deddington Parish Council

Parish Office
Windmill Centre
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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 Deddington Church, Deddington on **Wednesday 23 June 2021 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. **Anyone wishing to speak at the 10-minute open forum please contact the Clerk prior to the meeting.**

17 June 2021

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 6 May 2021
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) Replacing Unity with Barclays Imprest to make wages at the end of the month.
 - b) Increasing Imprest account balance to £10,000
 - c) To agree to amended Standing Orders should the above items be resolved
 - d) Approve advertising for Minute Secretary at SCP5 rate.
 - e) Hempton Bus Shelter – glass replacement £150+VAT
 - f) Internal lavatories refurbishment. ???
 - g) EA Lavatories – to report on the due diligence carried out on the chosen contractor (Contractor D).
 - h) To consider updated Asset Register
 - i) To consider S137 support towards the cleaning/maintenance of the War Memorial of £1,000.
 - j) Review of face-to-face meeting risk assessment
 - k) Purchase of replacement manhole cover up to £100
 - l) To agree to add Cllr C Snashall on to list of agreed signatories on Unity and Barclays accounts

- m) To consider short term hire of a Portaloo for the Windmill Outside Space at a cost of £25 + VAT per week (for one empty and clean) for 10 weeks with option of additional loo as deemed necessary £1,000
- n) Tree works – to seek quote for lopping two Laburnum branches in Autumn £???
- o) Investments – an update on those that have matured.
- p) Defibulator – new pads £100 + VAT
- q) McKay Flooring Liquidator update likely to receive £330
- r) To consider a budget of £250 to for making RoSPA inspection upgrades.

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.

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) 21/01266/F and 21/01267/LB Grove Lodge High Street Deddington OX15 0SL Proposed loft conversion with associated internal and external works
- b) 21/01646/F Appletrees Hopcraft Lane Deddington OX15 0TD Demolition of existing double length concrete garage and erection of replacement one and a half-length wooden garage set 4 metres further back from the front boundary than it currently is.
- c) 21/01713/F Commercial Storage Building Clifton Road Deddington OX15 0TP Change of use from B1/B2/B8 to Class E so that the unit can be used as a private personal training studio.
- d) 21/01684/DISC Land South of Home Farm House Clifton Road Deddington OX15 0TP Discharge of condition 10 (Construction Environmental Management Plan) 16 (Construction Traffic Management Plan) and 17 (Energy Statement) of 19/00831/OUT
- e) 21/01652/TEL56 Proposed Telecommunications 18M Monopole C W Wraparound Cabinet at Base Banbury Road Deddington Proposed 18.0m Phase 8 Monopole C/W wraparound Cabinet at base and associated ancillary works.
- f) 21/01620/TCA 5 Lorien New Street Deddington OX15 0ST FIVE DAY NOTICE T1 x Willow - The tree is completely dead. It has become unsafe as it moves in high winds and there is a danger that it would fall as it is in close proximity to my property and the house next door. **(FOR INFO ONLY)**
- g) 21/01278/REM Land South of Home Farm House Clifton Road Deddington Reserved Matters application to 19/00831/OUT - (Appearance, Landscaping, Layout and Scale) Application for the erection of 15 dwellings, 10 open market dwellings and 5 affordable dwellings.
- h) 21/01547/F 5 Flux Drive Deddington OX15 0AF Convert half of detached garage to office.
- i) 21/01971/LB & 21/01969/F Manor Farm House, Main Street, Clifton. Conversion of existing barn from office use to domestic workshop and accommodation, remove lean to and replace with new greenhouse and minor alterations.

j) 21/01888/F Windmill Community Centre, Hempton Road, Deddington Internal reconfiguration.

13. Neighbourhood Planning – Cllr A Collins

14. Large Scale Developments Working Group Report – Cllr D Rogers

15. Community Orchard – Cllr J Eames

16. Environment & Recreation report – Cllr M Robinson

a) RoSPA Inspection – actions to be considered given its findings

b) Adventure Playground buffer zone – consideration to be given to the paving area

c) Bin compound – cost up to £400

17. Highways and Transport report – Cllrs M Cox and H Oldfield

18. Remembrance Sunday – Cllr J Watts

19. Update from the Parish Council Representatives

20. Any other business – no decisions can be made under this item.

21. Date and venue for the next PC Meeting – 21 July 2021 at Deddington Church.