

DEDDINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held at 7:30pm at the Hempton Lounge, Windmill Centre, Deddington on Wednesday 20 August 2025.

Present: Cllrs M Robinson (Chair), N ap Simon, M Cox, D Mobbs, H Oldfield, S O'Neill, D Rogers, C Snashall, M Swadling and T Timms **Also, present:** A Deddington News representative, Parish Clerk and Assistant Clerk

144/25	Apologies: Cllrs N Smith, E Palin and J Watts and County Cllr G Epps.
145/25	<p>Declarations of Interest</p> <p>General Interest:</p> <p>Cllr D Rogers 156/25 Planning Report, all items, as is on the CDC Planning Committee.</p> <p>All Councillors 156/25 Planning Report, items e) 25/01960/F 33 St Johns Way Hempton and l) 25/02133/TCA Grove Cottages, High Street, Deddington, as know the applicants.</p> <p>Cllr C Snashall 156/25 Planning Report, item h) 25/01955/F 33 The Daedings, Deddington, as close neighbour.</p> <p>Cllrs M Cox and D Mobbs 156/25 Planning Report, item i) 25/02031/CLUP Clifton House Clifton Road Deddington, as applicant is a CSW member.</p>
146/25	<p>Co-option of councillors and new vacancy.</p> <p>Cllr M Robinson proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) to co-opt Denise Mobbs onto the Council. The newly co-opted Cllr duly signed their acceptance of office and joined the meeting. It was noted that Nick Mylne had stood down. The Council passed on its thanks for his working during his time on the Council.</p>
147/25	<p>Minutes: Cllr M Robinson proposed, Cllr C Snashall seconded the motion and the Council RESOLVED (unanimous by those in attendance) that the minutes of the meeting held on the 16 July 2025 were a true record of the meeting, subject to confirmation regarding the details of the resolution for 133/25 Finance and General Purposes item e) Car club proposal.</p>
148/25	Matters arising from the minutes and not referred to later on the agenda: None.
149/25	10 Minute Open Forum: None.
150/25	County Cllr G Epps update: Written report received.
151/25	District Cllr D Rogers update: Written report received.
152/25	<p>Finance and General Purposes.</p> <p>a) To sign off Internal control checklist – July 2024.</p> <p>b) Laying memorial stones flat. Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council RESOLVED (8 for, 2 abstentions) to lay memorial stones flat at a cost of £750 +VAT.</p> <p>c) Signage for trip hazards of memorial stones in Cemetery. Cllr C Snashall proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (7 for, 2 against, 1 abstention) to purchase signage for trip hazards of memorial stones in the Cemetery at a cost of £50 +VAT.</p> <p>d) Defibrillator batteries. Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council RESOLVED (9 for, 1 abstention) to purchase four batteries for the defibrillators at a cost of £840 +VAT.</p> <p>e) To confirm the end of rights for public to view the accounts have elapsed on 1 August 2025. Noted.</p> <p>f) Gravel/lay board around Mini Tennis court. Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council RESOLVED (9 for, 1 abstention) to purchase gravel/lay board around the Mini Tennis court at costs of up to £440.</p> <p>g) To request an update on Local Government Reform from County Cllr G Epps and District Cllr D Rogers. The Council felt that this is not critical at this time as it is not known which option will be taken. Intention to host a meeting with local parishes when this becomes clear, so that the implications can be fully explained.</p> <p>h) Oxfordshire Neighbourhood Plans Alliance (ONPA). Cllr C Snashall proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (9 for, 1 abstention) to renew membership of ONPA at a cost of £50.</p> <p>i) To agree revenue reserve allocation of the following:</p> <p style="padding-left: 20px;">i. Contingency Fund. Cllr C Snashall proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (9 for, 1 abstention) to agree the revenue reserve allocation of £80,000.</p> <p style="padding-left: 20px;">ii. Maintenance and Improvement of Assets. Cllr C Snashall proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (9 for, 1 abstention) to agree the revenue reserve allocation of £80,000.</p>

- iii. **Play-park planned repairs and replacement equipment.** Cllr C Snashall proposed, Cllr S O'Neill seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) to agree the revenue reserve allocation of £30,000.
 - iv. **Neighbourhood Plan.** Cllr C Snashall proposed, Cllr S O'Neill seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) to agree the revenue reserve allocation of £30,000.
 - v. **Election Reserve.** Cllr C Snashall proposed, Cllr S O'Neill seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) to agree the revenue reserve allocation of £3000.
 - vi. **Health and Safety for trees.** Cllr C Snashall proposed, Cllr S O'Neill seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) to agree the revenue reserve allocation of £10,000.
 - vii. **Health and Safety for play equipment.** Cllr C Snashall proposed, Cllr S O'Neill seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) to agree the revenue reserve allocation of £5,000.
- j) **To consider investments and whether the Council would be minded to change Financial Regulations and Investment Strategy to allow investment in CCLA 4%, alternatively consider Cambridge/Hinkley 1.9%.** Decision to be taken next month. Noted that Cambridge and Counties has been signed for 4.25% for 1 year.
 - k) **Attracting young talent to Parish and Town Councils training.** Discussion regarding potentially visiting the Warriner School, particularly politics students, to encourage involvement from younger people. Cllr M Robinson proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (unanimous) that Cllr M Robinson will attend the training 'Attracting young talent to Parish and Town Councils', at a cost of £40.
 - l) **Basketball hoops.** Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council **RESOLVED** (unanimous) to purchase two basketball hoops at a cost of £250 +VAT.
 - m) **Slide mound.** Cllr M Robinson proposed, Cllr T Timms seconded the motion and the Council **RESOLVED** (unanimous) to ask Eco Surfaces to repair the slide mound at a cost of up to £4,000 +VAT.
 - n) **Roundabout.** Cllr M Robinson proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (unanimous) to ask Contractor A to reset the roundabout, fix the seat, and undertake wet pour repair, at a cost of up to £2,500. Clerk and Chair to try and get 50/50 split cost with contractor.
 - o) **Zip wire.** Cllr M Robinson proposed, Cllr H Oldfield seconded the motion and the Council **RESOLVED** (unanimous) to approve zip wire service and maintenance/re-tensioning at a cost of up to £1,300. Assistant Clerk to look into how much playground maintenance has cost over the last 7 years. Future consideration of alternatives to wooden structures suggested.
 - p) **Trampoline.** Cllr M Robinson proposed, Cllr C Snashall seconded the motion and the Council **RESOLVED** (unanimous) to approve trampoline repair and surface repair at a cost of up to £1,300.
 - q) **Lookout.** Discussion regarding replacing the existing tile roof with a vandal-proof sheet roof. Proposal therefore withdrawn whilst new costs are calculated and quotes sought. Will have bench seating, disability access, lights and Wi-Fi.
 - r) **CCTV coverage.** Discussion regarding the suitability of having a CCTV camera in the Lookout. Concern regarding privacy for users vs safeguarding in the event of a crime. Cllr M Robinson proposed, Cllr T Timms seconded the motion and the Council **RESOLVED** (5 for, 3 against, 2 abstentions) to approve additional CCTV coverage within the Lookout at a cost of £672.66 +VAT.
 - s) **CCTV maintenance contract.** Cllr C Snashall proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (ten for, 1 abstention) to approve the uplifted CCTV maintenance contract at a cost of £469.50 +VAT.
 - t) **Scribe accounts.** Cllr C Snashall proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) to purchase Scribe accounts at an initial cost of £429+VAT and a monthly payment thereafter of £49 +VAT, with a potential additional set-up cost of £149 +VAT.
 - u) **Cemetery topsoil.** Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council **RESOLVED** (unanimous) to purchase 1 bag of topsoil for the cemetery at a cost of up to £120 per bag. Discussion regarding potential for DPC to contribute to maintenance in the lower war memorial churchyard. Concern that the job would be large if done properly, and that the action would set a precedent.
 - v) **To review Cemetery fees at Hempton Road Cemetery.** Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) that the fees remain at the

present level, with fees reviewed in 12 months time. The reserves will be considered, to review whether any surplus should be ringfenced.

w) **To confirm that a 3.2% increase pay deal has been agreed and that staff have been back paid accordingly.**

x) **To agree point of contact for Martyn's Law lead.** Deferred until guidance on the implementation is available.

y) **Badger path.** Following site visit, it was felt by individuals that £9,000 was not a worthwhile spend considering the current state of the path. Concern that over winter it will become worse each year, and unsafe. Needs to be viewed in winter to get a proper understanding of the issues. Any work would come out of S106 Open Space funds. Consideration of this issue to be postponed for now, and reconsidered over the winter.

z) **To consider request from NALC to response to the Action with Communities in Rural England (ACRE) survey by 29 August.** Cllr C Snashall proposed, Cllr H Oldfield seconded the motion and the Council **RESOLVED** (unanimous) that Cllr M Cox will complete the survey on flood resilience on behalf of the Council.

153/25 **Policies for review.**

a) **Anti-Fraud.** Cllr M Robinson proposed, Cllr C Snashall seconded the motion and the Council **RESOLVED** (unanimous) to accept the amended Anti-Fraud policy.

b) **Asset Register.** Cllr M Robinson proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (unanimous) to accept the Asset Register.

c) **Code of Conduct.** Cllr M Robinson proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (unanimous) to accept the Code of Conduct.

d) **Communications.** Cllr M Robinson proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (unanimous) to accept the Communications policy.

e) **Complaints.** Cllr M Robinson proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (unanimous) to accept the Complaints policy.

f) **Investment Strategy.** To be reviewed in September.

g) **Risk Assessment.** To be reviewed in September.

h) **Standing Orders.** Discussion regarding public involvement in the meeting, including whether members of the public can participate throughout the meeting, or should be restricted to the 10-minute Open Forum only, unless invited to contribute by the Chair. It was flagged that for contentious issues, public meetings can be held. Cllr H Oldfield proposed that Section 3(e) be amended to say that members of the public may speak (if permitted by the chair) during the course of the meeting. The motion **FELL**. Cllr H Oldfield then proposed, Cllr C Snashall seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) to accept the following amendments: in Section 15(c): 'Proper Officer', the word 'Covid' be replaced with 'pandemic'; and Section 18a/clause (v) in 'Financial Controls and Procurement' be deleted as unnecessary. A decision on rewording Section 3(e) was deferred until the September meeting. Standing orders to be bought back next month for clarity and acceptance of full document. Cllr D Rogers proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (9 for, 1 against) to defer the acceptance of the full document until next month.

154/25 **Approval of invoices:** Cllr M Robinson proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) that the invoices with a total of £7,447.96 be approved for payment. £21,687.55 monies were received.

155/25 **Report upon the investment of the Council's Funds as at 31 July 2025.**

Account	Balance	Interest	Notice	Matures
Current	83,712.75		Current	
Imprest	7,273.86		Imprest	
Unity Trust Bank	8.03		Current	
Unity Trust Bank	73,137.61	2.25%	Savings	
Redwood Bank	93,798.01	3.75%	95 Day Notice	Opened Aug 2019
Cambridge and Counties	85,000.00	5.21%	1-year fixed deposit	14 August 2025
United Trust Bank	89,258.50			May 2025
Skipton Building Society	92,593.74			27 May 2025
Total	524,782.50			

156/25 **Planning Report.**

Applications

a) **25/01753/LB Castle End House, Castle Street, Deddington.** Re-organisation of existing kitchen east façade to include new French doors and replacement of an existing window. Cllr S O'Neill

proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) no objection, but would defer to the conservation officer to ensure the proposed works and materials are appropriate.

- b) **25/01750/F The old Butchery St Thomas Street, Deddington.** Replacement of the existing lean-to roof with a flat roof; remodelled of the kitchen and associated works; replacement of the existing conservatory with a flat roof extension; new 2 -storey extension and associated alterations; new rooflight on the rear roof slope. Cllr S O'Neill proposed, Cllr N ap Simon seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) no objection.
- c) **25/01751/LB The old Butchery St Thomas Street, Deddington.** As above, with the addition of reconfiguration of the loo on the second floor to form a shower room. Cllr S O'Neill proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) no objection, but would defer to the conservation officer to ensure the proposed works and materials are appropriate.
- d) **25/01941/F 5 Flux Drive Deddington.** Single storey extension to rear. Cllr S O'Neill proposed, Cllr M Cox seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) no objection.
- e) **25/01960/F 33 St Johns Way Hempton.** Single and two storey extensions, internal alterations and new porch. Cllr S O'Neill proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) no objection.
- f) **25/01871/F Crown and Tuns New Street Deddington.** Change of use of public house to dwelling. Cllr S O'Neill proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) no objection.
- g) **25/01951/LB Crown and Tuns New Street Deddington.** Move first floor walls reinstate central staircase. Remove large vent at the rear/exterior of the property. Cllr S O'Neill proposed, Cllr C Snashall seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) no objection, but would defer to the conservation officer to ensure the proposed works and materials are appropriate.
- h) **25/01955/F 33 The Daedings Deddington.** Erection of a single storey front porch and wraparound side extension. Cllr S O'Neill proposed, Cllr C Snashall seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) no objection.
- i) **25/02031/CLUP Clifton House Clifton Road Deddington.** Certificate of Lawfulness of Proposed Development for construction of single storey rear extension plus detached pergola. Cllr S O'Neill proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (7 for, 3 abstentions) no objection.
- j) **25/02009/F The End Cottage Hempton.** Single storey rear extension and extend existing front floor dormer and external alterations to appearance of the dwelling house. Level changes to the rear garden to create terraces. Cllr S O'Neill proposed, Cllr H Oldfield seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) no objection, however due to the location of the property would strongly suggest that a Traffic/Highway Management Plan is conditioned to ensure builders vehicles/deliveries are managed in appropriately and safely for all concerned.
- k) **22/01870/OUT-REM Mount Pleasant, Hempton.** Layout, scale, appearance and landscaping. This is a re-consultation of this proposal following receipt of amendments. Cllr S O'Neill proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) no objection.
- l) **25/02133/TCA Grove Cottages, High Street, Deddington.** Tree works. Due to the item arriving after the agenda was issued, the Council resolved informally to respond as follows: 'Unfortunately, DPC were unable to take a formal vote in this regard as it wasn't on our agenda, however, we would like to register our unanimous support for this application.'

Approvals

25/01562/TCA Deddington Parish Church, St Peters and St Pauls Church, Deddington.

25/00793/F Hazel Hedge Cottage, Tithe Lane, Clifton.

Appeals

APP/C3105/W/23/3324704 East of Combe Cottage and South of St Johns Way, Hempton. No update.

157/25 **Large Scale Developments Working Group report.** No updates.

158/25 **Highways and Transport.**

- a) **Clifton.** A meeting took place on 14 August. A report was circulated. Cllr H Oldfield to write a letter to West Northants Unitary Authority again to request for signage at the canal, Great Western Arms (where misdirected HGVs could potentially turn around), as well as re-iterating request for improved signage in Aynho. DPC to ask OCC whether signs proposed by CAST would be permissible. Expense and who pays for them to be considered if signage feasible.

	<p>b) Re-instate grass verge on Clifton Road. Developers used the grass verge to park vans and lorries and failed to reinstate it as they went bankrupt. To be rolled over to next month.</p> <p>c) Hempton Traffic Calming. No date scheduled for installation at this time.</p> <p>d) Earls Lane. Cllr G Epps has yet to hear from OCC regarding a site visit. No money left in the budget to replace the fading 7.5T signs at St Thomas Street or Earls Lane.</p> <p>e) Community Speed Watch. Formal thanks to Mr S Mobbs for volunteering and erecting the CSW signs. 4 further recruits from Hempton which will ensure the regular monitoring which has been promised to OCC regarding monitoring the build outs. Cllr M Cox to send results to OCC as appropriate. A TVP speed enforcement van was seen in the 30mph stretch on the Clifton Road.</p> <p>f) Speed on St Thomas Street. Cllr McLernon passed the resident's concerns to OCC, and has offered to assist with the CSW.</p> <p>g) Express busses. There are now four X4 express buses (previously two), starting 31 August. Cllr M Robinson to publicise this on Facebook.</p>
159/25	<p>Emergency and Resilience report.</p> <p>a) Reword as 'Update on Terrorism (Protection of Premises) Act 2025 (Martyn's Law). See 152/25 Finance and General Purposes, item x) To agree point of contact for Martyn's Law lead.</p>
160/25	<p>Environment and Recreation Working Group.</p> <p>a) Bikes in the copse. Still no response from Zurich regarding insurance. Advice from OCC is that BMX bikes should not be allowed in the copse. If the Parish Council has received advice and not followed that action, individual Councillors may be liable. Cllr M Robinson requested a named vote. Cllr D Rogers proposed, Cllr T Timms seconded the motion, and the Council RESOLVED (7 for - N ap Simon, M Cox, D Mobbs, S O'Neill, D Rogers, C Snashall, and T Timms; 2 abstentions - Cllrs H Oldfield and M Swadling; 1 against - Cllr M Robinson) to put up two signs banning bikes in the copse.</p> <p>b) Repairing uneven ground in the copse. Bark has worn away and the tree roots are exposed. Needs to be re-surfaced with woodchips/bark. No source of chippings or people to spread it at this time. A few Councillors volunteered to undertake this work once chippings have been sourced.</p> <p>c) Hire of heavy-duty pressure washer at a cost of £120 per day. Option to either buy or hire a heavy-duty pressure washer or use a contractor periodically. Already own a battery powered version, but it is not powerful enough. Cllr M Cox to approach a Wimborn resident regarding potentially using their power and water. Query regarding whether it is a regular job or a one off. Play areas are monitored, and when it gets bad, action will be taken. To be reviewed and brought back to a future meeting.</p>
161/25	Items for information. None.
162/25	<p>Update from the Parish Council Representatives.</p> <p>Castle Grounds update – Email received from resident regarding drainage issue in the lane.</p>
163/25	Date of the next meeting: The next Parish Council meeting will take place on 17 September 2025 at 7:30pm in the Hempton Lounge, Windmill Centre, Deddington. Meeting closed at: 22:00.