

## DEDDINGTON PARISH COUNCIL

### Minutes of the Parish Council meeting held at 7:30pm at the Hempton Lounge, Windmill Centre, Deddington on Wednesday 17 April 2024.

**Present:** Cllr H Oldfield (Chair), A Collins, M Cox, T Darwall-Smith, G Fisher, N Mylne, J Norton, S O'Neill, M Robinson, M Swadling, A Swan and T Timms **Also, present:** Cherwell District Cllr B Williams, Parish Clerk, and a Deddington News Representative.

65/24	<b>Apologies:</b> Cllrs C Snashall and J Watts.
66/24	<p><b>Declarations of Interest</b></p> <p><b>General Interest:</b> Cllr M Cox 72/24 Finance and General Purposes item g) Update of works at Satin Lane. Cllr H Oldfield 75/24 Review of Policies item d) Communication Policy. All Cllrs 80/24 Planning Report item a) 24/00675/F 2 County View, Clifton. Cllr J Norton 80/24 Planning Report item d) 24/00834/F Hazel Hedge Cottage, Tithe Lane, Clifton.</p> <p><b>Pecuniary Interest:</b> Cllr M Swadling 80/24 Planning Report item a) 24/00675/F 2 County View, Clifton.</p>
67/24	<p><b>Minutes:</b> Cllr M Robinson proposed, Cllr N Mylne seconded the motion and the Council <b>RESOLVED</b> (unanimous by those in attendance) that the minutes of the meeting held on the 20 March 2024 were a true record of the meeting.</p>
68/24	<b>Matters arising from the minutes and not referred to later on the agenda:</b> Thanks from Cllr H Oldfield to other Cllrs for delivering the newsletters.
69/24	<b>10 Minute Open Forum:</b> None.
70/24	<b>County Cllr A Fatemian update:</b> None.
71/24	<b>District Cllr B Williams update:</b> Run up to the election. Cllrs thanked District Cllr B Williams for his work as a District Councillor.
72/24	<p><b>Finance and General Purposes.</b></p> <p>a) <b>Sign off Internal control checklist – March 2024.</b></p> <p>b) <b>Expression of gratitude and condolences to the family of Martin Ince.</b></p> <p>c) <b>Thank you to District Cllr Bryn Williams.</b></p> <p>d) <b>Update on Staffing.</b> Elen Squires will continue to produce monthly minutes from the recording of the meeting. Chair and Cllr J Watts have had a successful 3-month review of staff matters with the Clerk.</p> <p>e) <b>Purchase of shared Windmill noticeboard.</b> Cllr M Swadling proposed, Cllr J Norton seconded the motion and the Council <b>RESOLVED</b> (11 for, 1 against) to purchase a shared Windmill noticeboard at an additional cost of up to £245.</p> <p>f) <b>Flooding in Clifton and Flood Risk Management funding.</b> Form for expressions of interest for funding from OCC, in role as Lead Local Flood Authority, filled in. £25,000 requested for Clifton if repairs are required. To be sent from Deddington Parish Council. Clerk to action. Another form filled in for blocked drain in northwest corner by the traffic lights. Cllr H Oldfield proposed, Cllr M Swadling seconded the motion and the Council <b>RESOLVED</b> (unanimous) to submit the two forms to OCC.</p> <p>g) <b>Update of works at Satin Lane.</b> Work has not yet commenced. Alternative quotations being sought.</p> <p>h) <b>Bonfire area at Stonepits Allotments.</b> No other location for bonfire that wouldn't have the same issues. Cllr H Oldfield proposed, Cllr A Swan seconded the motion and the Council <b>RESOLVED</b> (unanimous) to agree to the cessation of the communal bonfire at Stonepits Allotments in place of individual plot incinerators (at holders' own cost).</p> <p>i) <b>Tree works at Cemetery, Gaveston Gardens and Pocket Park.</b> Cllr M Swadling proposed, Cllr J Norton seconded the motion and the Council <b>RESOLVED</b> (unanimous) to accept the quote for tree works at Cemetery, Gaveston Gardens and Pocket Park at a cost of up to £625 +VAT.</p> <p>j) <b>Tree works at Castle Grounds.</b> Cllr M Swadling proposed, Cllr J Norton seconded the motion and the Council <b>RESOLVED</b> (unanimous) to accept the quote for tree works at Castle Grounds at a cost of up to £975 +VAT.</p> <p>k) <b>Tree works at Cricket Pitch.</b> Cllr M Swadling proposed, Cllr J Norton seconded the motion and the Council <b>RESOLVED</b> (unanimous) to accept the quote for tree works at Cricket Pitch at a cost of up to £680 +VAT.</p>

	<p>l) <b>Tree works at Windmill Copse.</b> Cllr M Swadling proposed, Cllr J Norton seconded the motion and the Council <b>RESOLVED</b> (unanimous) to accept the quote for tree works at Windmill Copse at a cost of up to £550 +VAT.</p> <p>m) <b>Tree works at Windmill – Play area, pavilion and near to nursery/nets.</b> Cllr M Swadling proposed, Cllr J Norton seconded the motion and the Council <b>RESOLVED</b> (unanimous) to accept the quote for tree works at Windmill – Play area, pavilion and near to nursery/nets at a cost of up to £650 +VAT.</p>
73/24	Three police officers joined the meeting and addressed the Council. Queries from Councillors were answered. The next event to be held on 26 June 2024 at 6:30pm at the Deddington Arms.
74/24	<p><b>Finances and General Purposes – continued.</b></p> <p>n) <b>Online training for new Councillors.</b> Cllr M Swadling proposed, Cllr H Oldfield seconded the motion and the Council <b>RESOLVED</b> (unanimous) to approve online training for new Councillors at a cost of up to £180 +VAT.</p> <p>o) <b>Hobart memorial update.</b> Intention to have an event to unveil the memorial. Wording suggestion to be circulated to Councillors by email. Cllr M Swadling proposed, Cllr A Swan seconded the motion and the Council <b>RESOLVED</b> (unanimous) to go ahead with a memorial stone with a plaque on Hobart Way.</p> <p>p) <b>To approve payment of £5,274 for VAT element of Windmill roof invoice (£26,372.49 to be paid by Valencia).</b> Cllr M Swadling proposed, Cllr A Collins seconded the motion and the Council <b>RESOLVED</b> (unanimous) to approve payment of £5,274 for VAT element of Windmill roof invoice.</p> <p>q) <b>Update on Blandford fly programme from Steeple Aston parish council.</b> Want to see 2004 report – will try and get hold of this. Cllr M Cox doing some research regarding the health side. Cllr A Swan proposed, Cllr S O'Neill seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the Council won't proceed with surveys this year. Further research needed at this stage.</p> <p>r) <b>To approve repayment of £130 to Locality (unused amount of grant received).</b> Cllr H Oldfield proposed, Cllr M Cox seconded the motion and the Council <b>RESOLVED</b> (unanimous) to approve repayment of £130 to Locality for unused amount of grant received.</p> <p>s) <b>Update on S106 money now available from Burrington's Clifton Gate development.</b> 50% of amount is now with CDC, so costed programmes for spending are needed for outdoor sport, play, Windmill Building and open spaces.</p> <p>t) <b>Groundwork and installation of water pipe and tap beside tennis pavilion.</b> Cllr M Swadling proposed, Cllr J Norton seconded the motion and the Council <b>RESOLVED</b> (unanimous) to approve expenditure of up to £2,200 for groundwork and installation of water pipe and tap beside tennis pavilion.</p> <p>u) <b>Quotes for close boarded fence at new mini tennis area.</b> Cllr M Swadling proposed, Cllr T Timms seconded the motion and the Council <b>RESOLVED</b> (unanimous) to accept the quotes for close boarded fence at new mini tennis area: £1,433.54 +VAT; and gate between copse and Adventure Playground: £833 +VAT.</p> <p>v) <b>Quote for re-siting play pieces in Wimborn Close and Adventure Playground (as discussed at March meeting).</b> Cllr M Swadling proposed, Cllr G Fisher seconded the motion and the Council <b>RESOLVED</b> (unanimous) to accept the quote of £2,785 +VAT for re-siting play pieces in Wimborn Close and Adventure Playground</p> <p>w) <b>To confirm venues for 2024-25 meeting.</b> Confirmed at March meeting.</p> <p>x) <b>Clarification of apologies for absence protocol.</b> Clarification regarding the difference between an approved apology and a noted apology. Relevant only if a councillor approached the 6-month limit of no attendance to Council meetings.</p>
75/24	<p><b>Review of policies.</b></p> <p>a) <b>Risk Assessment.</b> Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council <b>RESOLVED</b> (11 for, 1 abstention) to accept the Risk Assessment. The figures regarding the value up to which the RFO can use the debit card detailed in the Risk Assessment to match the amount RFO permitted to spend under the Delegated Powers policy, ie, to a maximum of £500 in any one case, with a monthly maximum of £600.</p> <p>b) <b>Investment Strategy.</b> Cllr H Oldfield proposed, Cllr A Swan seconded the motion and the Council <b>RESOLVED</b> (11 for, 1 abstention) to accept the Investment Strategy, with the addition of a new paragraph regarding interest received.</p> <p>c) <b>Delegated Powers.</b> See item a) Risk Assessment above.</p>

	<p>d) <b>Communication Policy.</b> Cllr M Swadling proposed, Cllr A Swan seconded the motion and the Council <b>RESOLVED</b> (11 for, 1 abstention) accept the Communication Policy, with the removal of item 16.4.</p> <p>e) <b>Website Policy.</b> Cllr H Oldfield proposed, Cllr G Fisher seconded the motion and the Council <b>RESOLVED</b> (11 for, 1 abstention) to accept the Website Policy.</p> <p>f) <b>Website Accessibility Statement 2024.</b> Cllr H Oldfield proposed, Cllr G Fisher seconded the motion and the Council <b>RESOLVED</b> (11 for, 1 abstention) to accept the Website Accessibility Statement 2024.</p>																																																		
76/24	<p><b>Approval of invoices:</b> Cllr M Swadling proposed, Cllr A Swan seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the April invoices with a total of £18,256.22 were approved for payment. £513 monies were received.</p>																																																		
77/24	<p><b>Report upon the investment of the Council's Funds as at 31 March 2024.</b></p> <table border="1"> <thead> <tr> <th>Account</th> <th>Balance</th> <th>Interest</th> <th>Notice</th> <th>Matures</th> </tr> </thead> <tbody> <tr> <td>Current</td> <td>84,537.94</td> <td></td> <td>Current</td> <td></td> </tr> <tr> <td>Imprest</td> <td>10,504.38</td> <td></td> <td>Imprest</td> <td></td> </tr> <tr> <td>Unity Trust Bank</td> <td>22.83</td> <td></td> <td>Current</td> <td></td> </tr> <tr> <td>Unity Trust Bank</td> <td>61,871.96</td> <td>2.75%</td> <td>Savings</td> <td></td> </tr> <tr> <td>Redwood Bank</td> <td>90,420.26</td> <td>3.45%</td> <td>95 Day Notice</td> <td>Opened August 2019</td> </tr> <tr> <td>Cambridge and Counties</td> <td>85,000.00</td> <td>5.00%</td> <td>1-year fixed deposit</td> <td>14 August 2024</td> </tr> <tr> <td>United Trust Bank</td> <td>90,138.31</td> <td>4.16%</td> <td>1-year fixed deposit</td> <td>04 May 2024</td> </tr> <tr> <td>Skipton Building Society</td> <td>89,246.98</td> <td>3.75%</td> <td>1-year fixed deposit</td> <td>21 May 2024</td> </tr> <tr> <td><b>Total</b></td> <td><b>511,742.66</b></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Account	Balance	Interest	Notice	Matures	Current	84,537.94		Current		Imprest	10,504.38		Imprest		Unity Trust Bank	22.83		Current		Unity Trust Bank	61,871.96	2.75%	Savings		Redwood Bank	90,420.26	3.45%	95 Day Notice	Opened August 2019	Cambridge and Counties	85,000.00	5.00%	1-year fixed deposit	14 August 2024	United Trust Bank	90,138.31	4.16%	1-year fixed deposit	04 May 2024	Skipton Building Society	89,246.98	3.75%	1-year fixed deposit	21 May 2024	<b>Total</b>	<b>511,742.66</b>			
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78/24	<p><b>Finance and General Purpose AOB</b></p> <p>a) <b>Holly Tree documents.</b> Have still not received these from CDC. Cllr B Williams to investigate on DPC behalf. DPC ownership of Holly Tree freehold to be added to Asset Register with value of £1 suggested – Agenda item for next month. Discussion regarding ceasing payment for rental for shed on Holly Tree land. To be discussed by Finance and General Purposes at next meeting.</p> <p>b) <b>Clerk to send letter of welcome to the new vicar.</b></p> <p><b>Cherwell District Cllr B Williams left the meeting.</b></p>																																																		
79/24	<p><b>Environment and Recreation Working Group.</b></p> <p>a) <b>Update on Windmill roof.</b> Work is going well and according to schedule. Scheduled to finish c. 8 May. Colour is lighter than anticipated – however only one colour available. Email chain regarding the colour to be checked. Extra costs to anticipate – window in internal store, main hall heater flues need to be raised above new roof.</p> <p>b) <b>Update on mini tennis and water supply to pavilion.</b> Meeting with contractor occurred on Monday morning. No fixed start date – likely to be May. Discrepancy between what CDC wants re insurance compared to what contractor usually provides – this should be sortable.</p> <p>c) <b>Update on No Mow May.</b> Thomas Fox has the maps. Price for collecting the clippings now received – 3 days/£1502, 2 days/£998. Smaller number of sites this year. These will be demarcated and clearly signed. Feedback will be requested at the end of the season.</p> <p>d) <b>Update on additional play equipment at Wimborn Close, Welford's Piece and Adventure Playground.</b> New Cllrs to take this over.</p> <p>e) <b>Fly-tipping.</b> Fly-tipping officer has looked at Cosy Lane, as alerted by DEN.</p> <p>f) <b>Dog bins.</b> Larger dog bin for Castle Grounds is on its way.</p> <p>g) <b>Pocket Park multi-play piece.</b> Complaint from resident regarding perceived safety concern – daughter fell through the side of the wobbly bridge. Clerk to reply to complainant – Unit has been pressure washed, and the issue shall be drawn to the attention of the inspector at the next RoSPA inspection in June. Discussion regarding the regularity of playground checks.</p>																																																		
80/24	<p><b>Planning Report.</b></p> <p><b>Applications</b></p> <p>a) <b>24/00675/F 2 County View, Clifton.</b> First floor extension over garage with two new dormers and single storey extension to rear. Cllr S O'Neill proposed, Cllr A Swan seconded the motion and the Council <b>RESOLVED</b> (10 for, 2 abstentions) no objection.</p> <p>b) <b>24/00794/F The Little House, Clifton Road, Deddington.</b> Variation of Condition 2 (Approved Plans) and 7 (Materials) of 22/03840/F – revised configuration of the already approved palette of materials for the development. Cllr S O'Neill proposed, Cllr N Mylne seconded the motion and the Council <b>RESOLVED</b> (unanimous) no objection.</p>																																																		

	<p>c) <b>24/00717/NMA The Little House, Clifton Road, Deddington.</b> Relocation and amendments to a number of external windows and doors. Removal of feature and external spine wall. (Proposed as non-material amendments to 22/03840/F). Cllr S O'Neill proposed, Cllr A Swan seconded the motion and the Council <b>RESOLVED</b> (unanimous) no objection.</p> <p>d) <b>24/00834/F Hazel Hedge Cottage, Tithe Lane, Clifton.</b> Two storey extension to dwelling and creation of home office above garage. Cllr S O'Neill proposed, Cllr G Fisher seconded the motion and the Council <b>RESOLVED</b> (unanimous) no objection.</p> <p>e) <b>24/00445/LB Town Hall, Market Place, Deddington.</b> The insertion of an antenna to the roof of the telephone kiosk. Cllr S O'Neill proposed, Cllr A Swan seconded the motion and the Council <b>RESOLVED</b> (unanimous) no objection.</p> <p>f) <b>24/00889/TCA Grove Barn, the Grove, Deddinton. T1.</b> Birch – reduce height by 3m and shape back to previous points. Cllr S O'Neill proposed, Cllr T Darwall-Smith seconded the motion and the Council <b>RESOLVED</b> (unanimous) no objection.</p> <p>g) <b>24/00856/F 23 St Johns Way, Hempton.</b> Rear extension. Cllr S O'Neill proposed, Cllr M Swadling seconded the motion and the Council <b>RESOLVED</b> (unanimous) no objection.</p> <p><b>Approvals</b>  24/00621/TCA The Firs St Thomas Street, Deddington.  24/00484/TCA DPC application, Castle Grounds, Deddington.  24/00309/LB 7 Market Place, Deddington.  24/00308/TCA Archway Cottage, New Street, Deddington.  24/00033/OCC Land north of Deddington Highway Depot, Deddington.</p> <p><b>Planning Appeal</b>  23/00116/REF – Appeal dismissed.  23/00115/REF – Appeal dismissed.  24/00002/REF – Appeal allowed.</p>
81/24	<p><b>Neighbourhood Development Planning report.</b></p> <p>a) <b>Update on Neighbourhood Plan.</b> Cllr A Collins noted that two District Cllrs didn't respond to email sent asking for support of campaign for yes vote. Vote occurring on 02 May 2024.</p>
82/24	<p><b>Large Scale Developments Working Group report.</b> No update.</p>
83/24	<p><b>Highways and Transport.</b></p> <p>a) <b>Parish planters.</b> Thanks sent to Farmers Market and Clifton resident. Thanks to Clifton resident who has looked after the planter for 23 years to be in the Deddington News.</p> <p>b) <b>Hempton HGV.</b> Email from OCC informing of new strategy for goods movement across Oxfordshire. Explained complexity of weight restrictions. Further studies needed before a County wide solution can be implemented. No timeline provided, or detail of traffic calming measures that can be implemented in the meantime. B4031 is designated as for local traffic movement only. Cllr A Swan to respond and ask what can be done in the interim.</p> <p>c) <b>Road traffic closures.</b> July-September – Barford Bridge – re-surfacing, strengthening and removal of weight and width restriction. Noted planned M40 road works at Junction 9 from June until November 2024.</p> <p>d) <b>St Thomas Street broken manhole cover.</b> Action scheduled.</p> <p>e) <b>EV charging site.</b> New funding – includes Deddington.</p>
84/24	<p><b>Items for information.</b></p> <p>a) Cllr A Swan raised concern regarding the number of Parish pubs closing/up for occupancy.</p>
85/24	<p><b>Update from the Parish Council Representatives.</b></p> <p>a) <b>Deddington Library.</b> Just signed 3-year agreement with OCC.</p> <p>b) <b>Memorial testing.</b> Cllr T Timms and Clerk went to memorial testing training. Will initially be extra work but in the long-term will be beneficial. Intention to do inspection in July.</p>
86/24	<p><b>Date of the next meeting:</b> The next Parish Council meeting will take place on 15 May 2024 at 7:30pm in the Hempton Lounge, Windmill Centre, Deddington. Meeting closed at: 9:15pm</p>