

DEDDINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held at 7:30pm at the Hempton Lounge, Windmill Centre, Deddington on Wednesday 21 February 2024.

Present: Cllr H Oldfield (Chair), A Collins, N Mylne, J Norton, S O'Neill, M Robinson, C Snashall, M Swadling, A Swan, T Timms and J Watts. **Also, present:** Parish Clerk, Minutes Secretary and a Deddington News Representative.

21/24	Apologies M Cox, County Councillor A Fatemian, Cherwell District Cllr B Williams
	Co-option of Councillor: It was noted that, in spite of pleas on Facebook, no applications for the two councillor vacancies had been received. It was agreed that further publicity would be actioned and the need for working group vacancies would be then be included. Cllr H Oldfield welcomed the new employee, Ros Danby, as Minutes Secretary and Assistant Clerk.
22/24	Declarations of Interest General Interest Cllr A Collins 29/24 F&GP h) Cricket Club picnic tables and n) Sports Club fees as a member of the Club. 33/24 Planning b) 24/00175/TPO Sedge Hill, Clifton and f) 24/00358/F Ithaca, Hopcraft Lane, Deddington and g) 23/03102/LB and 23/03101/F Clifton Mill as knows the applicant. Cllr J Norton 33/24 Planning g) 23/03102/LB and 23/03101/F Clifton Mill as knows the applicant. Cllr S O'Neill 33/24 Planning a) 24/00104/F Holly Tree, Earls Lane, Deddington as a member of the Holly Tree Club Committee (HTC) and Deddington Housing Association (DHA) committee Cllr S Snashall 33/24 Planning a) 24/00104/F Holly Tree, Earls Lane, Deddington as a member of the HTC Committee Cllr H Oldfield 33/24 Planning e) 24/00308/TC Archway cottage, New Street, Deddington as a neighbour. Cllr J Watts 29/24 F&GP h) Cricket Club picnic tables and n) Sports Club fees as a member of the Club
23/24	Minutes: Cllr A Collins proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (unanimous by those in attendance) that the minutes of the meeting held on the 17 January 2024 were a true record of the meeting.
24/24	Matters arising from the minutes and not referred to later on the agenda: None
25/24	10 Minute Open Forum: None.
27/24	County Cllr A Fatemian No update
28/24	District Cllr B Williams update: No update.
29/24	Finance and General Purposes. a) Internal control checklist. Was signed off for January 2024 b) Cricket Club Picnic Tables grant request. Cllr C Snashall proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (9 for and two abstentions) that the council grant £250 towards the cost of the picnic tables noting that the wider parish could use them when not in use by the cricket club. c) Tree Works at Castle Grounds. Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) to pay for the 3 monthly works at the Castle Grounds, Cemetery and sports pitch areas of £830 + VAT (planning permission to be sought). d) Tree works at Windmill Copse. Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) to pay for the 3 monthly works at the Windmill Copse of £1,150 + VAT. The Clerk noted it was over the £1,000 3-quote threshold but was happy to proceed due to H&S reasons. e) Tree works at the Windmill Woodland Trail. Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) to pay for the 3 monthly works at the Windmill Woodland Trail of £850 + VAT. f) Weed control. Cllr C Snashall proposed, Cllr J Norton seconded the motion and the Council RESOLVED (unanimous) to accept the quote of £990 + VAT for weed control. g) Clerk workload. Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) to agree to Clerk working additional hours to cover back log at a cost of up to £450. h) Away Changing Rooms cupboard. Cllr C Snashall proposed, Cllr M Robinson seconded the motion and the Council RESOLVED (unanimous) to accept to pay £526.36 in addition to the quote accepted as the spec for the works was altered.

	<p>i) Windmill Acoustic panels. Cllr C Snashall proposed, Cllr J Norton seconded the motion and the Council RESOLVED (unanimous) to £5,000 grant to pay towards acoustic panels in the Hall and Studio. The Windmill were congratulated for securing further grant funding towards the project.</p> <p>j) Reserves. Cllr C Snashall proposed, Cllr M Robinson seconded the motion and the Council RESOLVED (unanimous) that the excess in Windmill roof reserves be diverted to future projects – such as the mini tennis – once the roof upgrade has been completed and paid.</p> <p>k) Mini Tennis. A number of quotes have been received and a preferred supplier suggested. Cllr J Watts proposed, Cllr J Norton seconded the motion and the Council RESOLVED (unanimous) that the supplier suggested is contracted with costs totalling up to £42,000 + VAT including a contingency.</p> <p>l) Hempton Allotment notice board. Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council RESOLVED (9 for and 2 abstentions) that it be reinstalled at a cost of £168.</p> <p>m) No Mow May signs and canes. Cllr C Snashall proposed, Cllr M Robinson seconded the motion and the Council RESOLVED (9 for and 2 abstentions) that up to £300 be made available for signage and canes.</p> <p>n) Sports Club. The fees have not increased for 3 years. Cllr C Snashall proposed, Cllr M Robinson seconded the motion and the Council RESOLVED (8 for and three abstentions) to increase from £680 to £750.</p> <p>o) Windmill Roof update. Start date has been delayed by two weeks to week commencing 11 March and completion by 6 May. The scaffolding has been erected. A meeting is scheduled for 12 March to discuss the full schedule of works.</p> <p>p) Ideas for Parish newsletter. The following ideas were mooted; roof update, NP referendum on 2 May, Becoming a Councillor, Improvements at the Windmill (AWC and Kitchen), NMM, Burringtons, NAG, Housing Register. To be agreed at the March meeting for printing and delivering by the end of March.</p> <p>q) Four Farms Run. Request to hold the regular meet on Sunday 19 May. Cllr C Snashall proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) that the PC would agree to the event on the proviso that the necessary paperwork is received 14 days prior to the event.</p> <p>r) BT switchover update. BT are in working to finalise the acceptance of the new arrangements for approx. 70 residents. The date to finalise has been delayed to give time to upgrade systems for remote personal alarm users.</p> <p>s) DEN update. Cllr C Snashall proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (ten for and one abstention) that the Council appoint Cllr J Watts to be the DEN liaison contact. Cllr J Watts was thanked and the Chair of DEN to also be thanked for his comprehensive notes on CDC's climate change meeting.</p>																																																		
30/24	<p>Review of Policies</p> <p>a) Risk Assessment. Cllr J Watts proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) to accept the policy.</p> <p>b) Investment Strategy. Cllr J Watts proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) to accept the policy</p> <p>c) Delegated Powers. Cllr J Watts proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) to accept the policy</p>																																																		
31/24	<p>Approval of invoices and monies received: Cllr J Watts proposed and Cllr M Robinson seconded the motion and the Council RESOLVED (unanimous) that the January invoices with a total of £10,060.66 were approved for payment apart from a short hold on one supplier whilst waiting for suitable documentation. £1,056.00 monies were received.</p>																																																		
32/24	<p>Report upon the investment of the Council's Funds as at 31 January 2024.</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>74,970.93</td> <td></td> <td>Current</td> <td></td> </tr> <tr> <td>Imprest</td> <td>10,242.72</td> <td></td> <td>Imprest</td> <td></td> </tr> <tr> <td>Unity Trust Bank</td> <td>4,170.37</td> <td></td> <td>Current</td> <td></td> </tr> <tr> <td>Unity Trust Bank</td> <td>78,315.82</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 Aug 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>Total</td> <td>522,687.36</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Account	Balance	Interest	Notice	Matures	Current	74,970.93		Current		Imprest	10,242.72		Imprest		Unity Trust Bank	4,170.37		Current		Unity Trust Bank	78,315.82	2.75%	Savings		Redwood Bank	90,420.26	3.45%	95 Day Notice	Opened Aug 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	Total	522,687.36			
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33/24	<p>Planning Report.</p>																																																		

Applications

- a) **24/00104/F Holly Tree, Earls Lane, Deddington.** Cllr J Watts proposed, Cllr A Swan seconded the motion and the Council **RESOLVED** (7 for and four abstentions) objection on the grounds the plans do not accurately reflect the location of the pool house in respect of the proposed neighbouring Holly Tree Cottages which have received planning consent and which are not shown on the plans. The proximity, height scale and massing of this development, in the conservation area, would be visually intrusive, overbearing, and dominant. Noise from both entertaining and pool pump are also a negative consideration for the neighbouring residents. It would spoil the Holly Tree Cottages outlook and would adversely affect the living spaces and residential amenity of the residents' enjoyment of their bungalows which should be protected.
- b) **24/00175/TPO Sedge Hill, Clifton.** Fell ash tree which is in poor condition with ash die back etc. Cllr S O'Neill proposed, Cllr J Watts seconded the motion and the Council **RESOLVED** (10 for and one abstention) no objection subject to a suitable replacement tree being planted in an appropriate position.
- c) **24/00207/LB and 24/00206F The Old Vicarage Deddington.** Replace wrought iron gate with sliding timber gate. Cllr S O'Neill proposed, Cllr A Collins seconded the motion and the Council **RESOLVED** (unanimous) no objection but defer to the conservation officer.
- d) **Stable End, St Thomas Street, Deddington.** Single storey infill extension revised to earlier plan. Cllr S O'Neill proposed, Cllr J Norton seconded the motion and the Council **RESOLVED** (unanimous) no objection.
- e) **24/00308/TC Archway cottage, New Street, Deddington.** Tree works requested as the tree is in poor condition, not fruit bearing, and is at risk of disrupting foundations as too close to the neighbouring wall. Cllr S O'Neill proposed, Cllr J Watts seconded the motion and the Council **RESOLVED** (10 for and one abstention) no objection but request that the applicant plants a suitable replacement tree in an appropriate position or contribute to the Woodland Trust tree planting scheme.
- f) **24/00358/F Ithaca, Hopcraft Lane, Deddington.** A shallow single storey extension to the rear of the kitchen with canopy porch to the front, well away from the road so won't impede public highway, stove and flue, all of which appear appropriate and in keeping. Cllr S O'Neill proposed, Cllr J Norton seconded the motion and the Council **RESOLVED** (10 for and one abstention) no objection.

23/03102/LB and 23/03101/F Clifton Mill, Change of roof material to annexe and garage, new doors to garage and replacement gate and fence. Cllr S O'Neill proposed, Cllr J Watts seconded the motion and the Council **RESOLVED** (10 for and one abstention) no objection.

Approvals

23/03422/F 8 The Paddocks

23/01998/F 23/01999/LB Greenstone Cottage, 4 New Street Deddington

23/03552/LB The Unicorn Hotel Market Place Deddington

23/03465/F The Little House Clifton Road Deddington.

Appeals – currently no update

23/00116/REF Mobile mast planning appeal The Swere, Deddington Proposed 5G telecom installation.

23/00115/REF Land Adjacent To Clifton Gate Development Clifton Road Deddington Erection of single dwelling with detached garage and all associated works - revised scheme of application
22/01763/F Lodged 19/12/2023

24/00002/REF Land Adjacent To Clifton Gate Development Clifton Road Deddington Erection of single dwelling with detached garage and all associated works - revised scheme of 22/03456/F
Lodged 16/01/2024

34/24 **Neighbourhood Development Planning report. See 38/24**

35/24 **Large Scale Developments Working Group report. See 39/24**

36/24 **Highways and Transport.**

- a) **Rural Community Forum** is scheduled for 17 April by Thame Valley Police at the Deddington Arms. Cllr Watts has written expressing dismay at the lack of notice and enforcement within the DPC area whereas Adderbury and Kidlington receive regular enforcement action for speeding. Cllr H Oldfield proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (unanimous) the Council agree to support the letter. The relevant police officer will be in attendance at the PC meeting on 17 April after the Community Forum.

	<p>b) Parish Planters. The Farmers Market have offered to maintain the planter on Hempton Road but it was noted that a resident of Hempton Gate was already maintaining the planter which should be moved west to the boundary of the village. Discussion as to the condition of the various planters around the parish.</p> <p>c) Speed watch. Offer from resident to participate and organise. Individual has been thanked and informed of the commitment needed.</p> <p>d) Temporary Traffic Regulation Notice – Temporary Footpath Closure at Adderbury, Footpath 18. Letter was written to OCC, supporting a letter from Adderbury Parish Council, regretting the impact of the footpath being closed. Acknowledgement received from OCC officer suggesting best efforts will be made to reopen footpath before December 2025.</p> <p>e) Hempton HGV still awaiting response from the OCC.</p> <p>f) Anonymous Comment. An anonymous comment had been received through the council website. DPC has a policy of not responding to anonymous comments and it was agreed to ensure the contact form on the website details this.</p>
37/24	<p>Environment and Recreation Working Group</p> <p>a) Hempton Allotment Bonfires It has been requested that the bonfire site be moved away from its current location.</p> <p>b) No Mow May/June. Maps being produced.</p> <p>c) CCTV Cameras. To be resolved in May once the scaffolding has been removed.</p> <p>d) Unpaid Workers. New contact details have been received.</p> <p>e) Update of Wimborn Play area. Quotes had been received for a tractor and trailer plus removing witch's hat from Adventure Playground and moving to Wimborn. The costed scheme is being worked on and will be brought back to Council.</p>
38/24	<p>Neighbourhood Development Planning report.</p> <p>Cllr H Oldfield has produced an article for the Deddington News. The Council should not promote a vote in favour of the Neighbourhood Plan in the 28-day run-up to the May referendum but it may produce factual materials. It will also be included in parish newsletter to aid understanding of what the vote in favour or against would mean for the Parish.</p>
39/24	<p>Large Scale Developments Working Group report.</p> <p>Cllr H Oldfield has updated the S106 proposals as requested by Helen Mack of CDC for Community Hall, and Indoor and outdoor sports provision.</p>
40/24	<p>Items for information. None</p>
41/24	<p>Update from the Parish Council Representatives. None</p>
42/24	<p>Date of the next meeting: The next Parish Council meeting will take place on 20 March 2024 in the Old School Room, Hempton.</p>
43/24	<p>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</p> <p>1) Staff holiday pay. Minutes secretary to have holiday pay included in next salary run.</p> <p>2) Clerk's 5-year anniversary. The Council agreed unanimously to increase the Clerk's spine point in line with the evaluation now she has been 5 years in post. Cllr Oldfield proposed, Cllr Timms seconded.</p> <p>3) Chair reported that it had been agreed with clerk that there could be an item headed Staff on future PC agendas, and that there should be a three-month follow-up on staff appraisals. Council agreed this was a good idea.</p> <p>4) High Sheriff Award update. Unfortunately, our nominee was unsuccessful. Agreed we should find out more about how decisions on award are reached.</p> <p>Meeting closed at: 21:25pm</p>