

## DEDDINGTON PARISH COUNCIL

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

**Present:** Cllr H Oldfield (Chair), A Collins, M Cox, N Mylne, J Norton, S O'Neill, M Robinsons, C Snashall, M Swadling, A Swan, T Timms and J Watts **Also, present:** County Cllr A Fatemian, Cherwell District Cllr B Williams, Parish Clerk, 1 member of the public, and a Deddington News Representative.

01/24	<b>Apologies:</b> None.
02/24	<b>Co-option of Councillor:</b> It was noted that Cllr M Ince had stood down from the Council with CDC being informed. Cllr H Oldfield proposed, Cllr J Watts seconded the motion at the Council <b>RESOLVED</b> (unanimous) to extend the grateful thanks of the Council to Mr M Ince for his time serving as a councillor. Cllr H Oldfield proposed, Cllr A Collins seconded the motion and the Council <b>RESOLVED</b> (unanimous) to co-opt Mr Nicholas Mylne onto the Council who duly signed his acceptance of office.
03/24	<b>Declarations of Interest</b> <b>General Interest:</b> Cllrs S O'Neill and C Snashall 10/24 item y) To consider HTC request to allow extension of lease with Deddington Housing Association to 999 years.
04/24	<b>Minutes:</b> Cllr J Norton proposed, Cllr C Snashall seconded the motion and the Council <b>RESOLVED</b> (unanimous by those in attendance) that the minutes of the meeting held on the 12 December 2023 were a true record of the meeting. Cllr S O'Neill proposed, Cllr M Robinson seconded the motion and the Council <b>RESOLVED</b> (unanimous by those in attendance) that the minutes of the meeting held on the 20 December 2023 were a true record of the meeting.
05/24	<b>Matters arising from the minutes and not referred to later on the agenda:</b> None.
06/24	<b>10 Minute Open Forum:</b> None.
07/24	<b>Windmill Management Committee Business Plan and Budget 2024-2025.</b> The Windmill Management Committee addressed the Council regarding the Business Plan and Budget 2024-2025. It was summarised that it has been a good year for three main reasons: volunteers have come forward to take up posts on the committee; a year of improvements – new kitchen, doors, redecoration of the hall – all projects have been delivered to time and to budget; back to revenues from pre-COVID. Now want to maximise the usage of the new facilities on offer. Increased interest in the All Weather Court. Ad hoc bookings for events such as parties are increasing. Thanks to the Parish Council for support. Parish Council thanked the Windmill Management Committee for all their collective hard work. Cllr H Oldfield proposed, Cllr J Watts seconded the motion and the Council <b>RESOLVED</b> (unanimous) to formally accept the Windmill Management Committee Business Plan and Budget 2024-2025.
08/24	<b>County Cllr A Fatemian update:</b> County Cllr A Fatemian informed the Council that Steeple Aston Parish Council would be in contact shortly to establish interest regarding co-financing a solution for the Blandford Fly. Example in Dorset of spraying something in the soil by river – County Council funded this in this instance so precedent set. Discussion occurred regarding the published priority action plan to improve SEND services. Cllr A Swan raised that the VAS signs still need to be updated. County Cllr A Fatemian to chase OCC weight restrictions consultation that was to be published Autumn 2023.
09/24	<b>District Cllr B Williams update:</b> No update.
10/24	<b>Finance and General Purposes.</b> a) <b>Sign off Internal control checklist – December 2023.</b> b) <b>Budget for 2024-2025.</b> Cllr C Snashall proposed, Cllr J Norton seconded the motion and the Council <b>RESOLVED</b> (unanimous) to approve the budget of £97,299 for 2024-2025. c) <b>Precept for 2024-2025.</b> Cllr C Snashall proposed, Cllr M Swadling seconded the motion and the Council <b>RESOLVED</b> (unanimous) to approve the precept of £72,678 for 2024-2025. d) <b>Charge for the funfair November 2024 (dates TBC).</b> Cllr C Snashall proposed, Cllr J Watts seconded the motion and the Council <b>RESOLVED</b> (unanimous) to not increase the rates, provided costs are covered. e) <b>Wifi options for the Market Place.</b> Cllr C Snashall proposed, Cllr M Cox seconded the motion and the Council <b>RESOLVED</b> (unanimous) to not proceed at this time. f) <b>CCTV placement and quality at and around Windmill Centre.</b> Cllr M Robinson provided the Council with updates to her report. Cllr M Robinson proposed, Cllr M Swadling seconded the

motion and the Council **RESOLVED** (unanimous) to spend the remaining money allocated for CCTV works to change the camera coverage. Cllr M Robinson to apply for a grant to help future-proof the system. Cllr C Snashall proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (unanimous) to accept the maintenance contract and include moving of CCTV cameras.

- g) **Windmill noticeboard.** Discussion regarding whether it would cost more to repair or replace. To be brought back next month.
- h) **Emergency and Winter Plans.** Cllr M Robinson proposed, Cllr M Cox seconded the motion and the Council **RESOLVED** (unanimous) to approve the Emergency and Winter Plans.
- i) **Windmill Roof; start date, solar panels, update on VAT advice.** Start date fixed – this is the date that the scaffolding will start to go up. Next Generation (for the solar panels) needs to come in in order to check that they are on board with the plans. Slight issues with grant for Garfield and Weston to the Windmill – VAT advice was that the Windmill would have to pay the VAT for this. It was noted that grant issuers were keen for local community to do some fundraising themselves. Any contributions to “Buy a Rivet” scheme would need to be made out to the Parish Council.
- j) **To consider update of insurable value on the cricket pavilion.** To be discussed next month.
- k) **To consider insurance coverage and make necessary changes with insurer.** Nothing to resolve.
- l) **Replacement of dog poo bin that was stolen.** The theft has been reported. This cost is the largest bin they would do. Could put the larger bin at the dog walk site near entrance to cemetery and move the older bin elsewhere. Needs to be decided where would be the best place. Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council **RESOLVED** (unanimous) to replace the dog poo bin at a cost of £320 +VAT. Thanks to member of the public who cleared up the bags that were left.
- m) **Updated Code of Conduct policy – January 2024.** Cllr C Snashall proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (unanimous) to approve the updated Code of Conduct Policy.
- n) **OCC Lane Rental Scheme Proposal Consultation Meeting.**
- o) **Tree works.** Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council **RESOLVED** (unanimous) to spend the balance of budget (approx. £3,000) on tree work, with the Clerk to make a planning application in the Parish Council’s name for the trees within the conservation zone.
- p) **Policies.** Cllrs to review council policies and note any recommended changes to the Clerk.
- q) **Town and Parish Charter – final draft charter consultation.** Cllr H Oldfield has provided a response. Cllr H Oldfield proposed, Cllr T Timms seconded the motion and the Council **RESOLVED** (unanimous) to send Cllr H Oldfield’s response in the Parish Council’s name.
- r) **Emails relating to Parish Council business.** Councillors reminded that they should use Parish Council email address for anything relating to Parish Council business.
- s) **S106 money.** Expecting money from Burringtons. OCC will check if the houses are occupied, and if necessary, will take legal action to extract the money. If some houses are not sold, they can be used as leverage to get the S106 money.
- t) **Web accessibility.** Regulations are now more stringent. Cllr M Robinson to attend a course.
- u) **Social media guidelines.** Communication policy will be checked following updated guidance from OALC.
- v) **Annual newsletter.** Councillors invited to provide suggestions for content.
- w) **Invoice for cupboard works for Windmill electrical improvements.** Significant increase noted from quote received, due only in part to a change of finish. Amount originally agreed to be paid, with the balance to be brought back next month.
- x) **Solar panels.** Not switched on immediately after the conclusion of the electrical works. Now working.
- y) **To consider HTC request to allow extension of lease with Deddington Housing Association to 999 years.** The Holly Tree Club was donated the land on which the buildings stand. However, they are not able to hold property. Parish Council is a custodial trustee – hold the deeds to the land but have no other responsibilities to it. Cllr J Watts proposed, Cllr M Cox seconded the motion and the Council **RESOLVED** (10 for, 2 abstentions) to approve HTC request to allow extension and any possible variations of lease with Deddington Housing Association to 999 years.

11/24 **Approval of invoices and monies received:** Cllr C Snashall proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (unanimous) that the December invoices with a total of £15,780.17 were approved for payment. £81,092.60 monies were received.

12/24 **Report upon the investment of the Council’s Funds as at 31 December 2023.**

	<b>Account</b>	<b>Balance</b>	<b>Interest</b>	<b>Notice</b>	<b>Matures</b>
	Current	74,225.90		Current	
	Imprest	10,492.16		Imprest	
	Unity Trust Bank	36,665.88		Current	
	Unity Trust Bank	58,315.82	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	August 2024
	United Trust Bank	90,138.31	4.16%	1-year fixed deposit	May 2024
	Skipton Building Society	89,246.98	3.75%	1-year fixed deposit	May 2024
	<b>Total</b>	<b>534,505.31</b>			
13/24	<p><b>Planning Report.</b></p> <p><b>Applications</b></p> <p>a) <b>23/03552/LB The Unicorn Hotel, Deddington.</b> Retrospective consent to redecorate a section of the front elevation grey. Cllr S O'Neill proposed, Cllr A Swan seconded the motion and the Council <b>RESOLVED</b> (unanimous) no objection, but would defer to the Conservation Officer.</p> <p>b) <b>23/0.3465/F The Little House, Clifton Road, Deddington.</b> Erection of agricultural/plant store. Cllr S O'Neill proposed, Cllr J Watts seconded the motion and the Council <b>RESOLVED</b> (unanimous) no objection.</p> <p>c) <b>24/00033/OCC Land north of Deddington Highway Depot, Deddington.</b> Erection of a slat barn and wash down facility and additional works. Cllr S O'Neill proposed, Cllr A Swan seconded the motion and the Council <b>RESOLVED</b> (unanimous) no objection, however would be keen to see ecology comments and biodiversity mitigation plans for this site.</p> <p>d) <b>23/03525/TCA Castle End House, Castle Street, Deddington.</b> Tree works. Cllr S O'Neill proposed, Cllr T Timms seconded the motion and the Council <b>RESOLVED</b> (unanimous) no objection.</p> <p>e) <b>23/03471/F 5 The Leyes, Deddington.</b> Single storey detached home office/studio. Missed the January agenda. However, would appreciate confirmation that the neighbours have been notified and are able to make comments accordingly.</p> <p><b>Approvals</b></p> <p>23/02860/LB and 23/02859/F Castle End House, Castle Street, Deddington.  22/03785/F Plough House, New Street, Deddington.  23/03089/TPO Sentry House, Castle Street, Deddington.  23/01685/F The Hawthorns, County View, Clifton.  23/03205/TCA Grove Barn, The Grove, Deddington.</p> <p><b>Refusals</b></p> <p>23/03163/Q56 Leadenporch Farm, Chapmans Lane, Deddington.</p> <p><b>Planning Appeal</b></p> <p>23/00116/REF Mobile mast planning appeal, The Swere, Deddington.  23/00115/REF Land Adjacent to Clifton Gate Development, Clifton Road.  24/00002/REF Land Adjacent to Clifton Gate Development, Clifton Road.</p> <p>f) <b>23/03569/M106 Hempton Gate, Hempton Road, Deddington.</b> Have been unable to find a provider for the affordable housing, so are proposing to sell at a lower price. Cllr H Oldfield proposed, Cllr A Collins seconded the motion and the Council <b>RESOLVED</b> (unanimous) to write and state that the Parish Council doesn't object to the properties being sold at a discounted price but would like the low price to be maintained in perpetuity, with local residents prioritised. Need for the S106 money to be secured prior to the sale of these properties to be highlighted.</p>				
14/24	<p><b>Neighbourhood Development Planning report.</b></p> <p><b>Update on Neighbourhood Plan.</b> Referendum will be on 2 May 2024. Plan will go to executive committee on 5 February 2024. Cllr Oldfield reported conversation with planning officer in which she was given assurance that CDC's planning committee would not consider the planning application for site allocated in NP until after the referendum. Letter to be sent seeking confirmation of the above. Therefore resolution listed in agenda item 15/24 not required.</p>				
15/24	<p><b>Large Scale Developments Working Group report.</b></p> <p>a) <b>To consider resolution requesting CDC planning to include provisions of Deddington Neighbourhood Plan, approved by Examiner, in any consent if planning application for site allocated in NP goes to planning committee before NP goes to (delayed) referendum. See 14/24.</b></p> <p>b) <b>23/03569/M106 Hempton Gate, Hempton Road, Deddington.</b> See 13/24 item f.</p>				
16/24	<b>Highways and Transport.</b>				

	<ul style="list-style-type: none"> <li>a) <b>Consideration of the community planters.</b> Positive response from the Farmers Market and the nursery. Plan for the planters proposed.</li> <li>b) <b>Hempton HGV.</b> County Cllr A Fatemian to chase.</li> <li>c) <b>Obsolete 30 mph VAS.</b> Only one site which would be appropriate but has no electricity connection. Shelve for this time.</li> <li>d) <b>Speed watch.</b> Offer from resident to participate and organise. Individual has been thanked and informed of the commitment needed.</li> <li>e) <b>Temporary Traffic Regulation Notice – Temporary Footpath Closure at Adderbury, Footpath 18.</b> Letter to be written to OCC regarding the impact of the footpath being closed on Parish residents.</li> </ul>
17/24	<p><b>Environment and Recreation Working Group.</b></p> <ul style="list-style-type: none"> <li>a) <b>To consider tree replacement for felled trees, adopting a Tree Policy and discuss Community Planting project.</b> See 10/24 item o.</li> <li>b) <b>Improvement to Welford’s Piece play area.</b> To be picked up again when further news received on S106 money.</li> <li>c) <b>An update on No Mow May.</b> Thomas Fox to attend site visit regarding areas for NMM.</li> <li>d) <b>Mini tennis - Contracts Finder.</b> Contracts finder tender application closed just before Christmas. And a number of quotes received. One quote was received after the deadline. PC were expecting to fund this from S106. However, in view of uncertainty over this, funding needs to be rethought.</li> <li>e) <b>Castle Grounds work on badger walk.</b> Scheduled Monument Consent received with list of conditions.</li> <li>f) <b>Unpaid Workers.</b> Date to be arranged for work on Willow Tunnel.</li> <li>g) <b>Christmas Eve carol singing.</b> Very successful this year. Suggestion that cones, tape and a sign be put out to deter parking on the south side of the town hall, so that people don’t have to stand in the road. Discussion regarding some potential fundraising for a better PA system.</li> <li>h) <b>Community and Parish Council Climate Networking Event.</b> Wednesday 24 January 2024. Bodicote House. Invitation sent to DEN and WMC.</li> </ul>
18/24	<p><b>Items for information.</b></p> <p><b>British Telecom.</b> 72 people in the parish have not got digital voice, 40 of which are still on copper wire. Email received today which indicates there will be no more events. People can get in touch with the Parish Council if they want assistance.</p>
19/24	<p><b>Update from the Parish Council Representatives.</b></p> <ul style="list-style-type: none"> <li>a) Cllr A Collins to provide Clerk with email address to which notes of vandalism, etc. can be sent.</li> <li>b) <b>New vicar.</b> Parish Council to write a note to welcome the new vicar when he arrives.</li> <li>c) Thanks to OCC for sorting street light on the town hall so quickly.</li> <li>d) <b>Friends of Castle Grounds.</b> Putting up owl boxes.</li> </ul>
20/24	<p><b>Date of the next meeting:</b> The next Parish Council meeting will take place on 21 February 2024 at 7:30pm in the Hempton Lounge, Windmill Centre, Deddington. Meeting closed at: 21:25pm</p>