

DEDDINGTON PARISH COUNCIL

Minutes of the Annual and May Parish Council meeting held at 7:30pm at the Hempton Lounge, Windmill Centre, Deddington on Wednesday 21 May 2025.

Present: Cllrs M Robinson (Chair), N ap Simon, M Cox, N Mylne, S O'Neill, H Oldfield, N Smith, C Snashall, M Swadling, T Timms and J Watts **Also, present:** County Cllr G Epps, Cherwell District Cllr D Rogers, 5 members of the public, and a Deddington News Representative.

Annual Parish Council Meeting	
73/25	Election of Chairman and signing of Acceptance of Office. Cllr J Watts nominated, Cllr M Swadling seconded, and the Council RESOLVED (unanimous) to elect Cllr M Robinson as Chairman.
74/25	Election of Vice Chairman(s) and signing of Acceptance(s) of Office. Cllr H Oldfield nominated, Cllr J Watts seconded, and the Council RESOLVED (unanimous) to elect Cllr C Snashall as Vice Chairman.
75/25	To consider the Working Groups structure and membership for 2024/25. E&R – New chair needed – do be discussed outside the meeting. Membership to remain the same. Looking for another member. F&GP – Membership to remain the same. 2 members of F&GP to look after staffing – to be discussed in the first working group meeting. Highways and Transport – Membership to remain the same. Planning – Membership to remain the same. Emergency planning – Membership to remain the same.
76/25	To confirm the Members serving on outside bodies: a) School Governor. Cllr M Cox – half way through time as a governor. b) Deddington Charity Estates (DCE). Cllrs M Cox and H Oldfield. c) Friends of Castle Grounds (FOCG). Clerk. d) OALC Executive. Cllr M Cox. e) Friends of Deddington Library. Cllrs S O'Neill and Cllr N ap Simon f) The Holly Tree Club. Cllrs S O'Neill and C Snashall. g) The Windmill Centre. Cllr M Robinson. h) Community Orchard. Cllr J Norton. i) NAG. District Cllr D Rogers and Cllr J Watts. j) Deddington Environment Network. Cllr N Smith k) Parish Transport Representative. Cllr N Smith
77/25	To appoint the following Professional Bodies and Advisors. a) Internal Auditor for year 2025/26 at a cost of £500. Currently struggling to find an internal auditor. b) Insurers. Current premium of £2,500.08.
78/25	To confirm the use of the current Standing Orders and Financial Regulations. Cllr M Robinson proposed, Cllr C Snashall seconded the motion and the Council RESOLVED (unanimous) to re-adopt the current Standing Orders and Financial Regulations. Revisions/updates to be considered at a future meeting.
79/25	To note attendance records for 2024/25. Cllrs T Timms and H Oldfield congratulated for 100% attendance.
80/25	To confirm the calendar of meetings for 2024/25. Meetings to be held on the third Wednesday of each month at 7:30, venues to be decided and confirmed at future meeting.
May Meeting	
81/25	Apologies: Cllr J Norton
82/25	Declarations of Interest General Interest: Cllrs M Cox, H Oldfield, S O'Neill and J Watts 85/25 Finance and General Purposed item n) Allotment rents and water charge.
83/25	Minutes: Cllr J Watts proposed, Cllr M Robinson seconded the motion and the Council RESOLVED (unanimous by those in attendance) that the minutes of the meeting held on the 16 April 2025 were a true record of the meeting.
84/25	Matters arising from the minutes and not referred to later on the agenda: None.

85/25	<p>10 Minute Open Forum: A member of the public, who has purchased the Crown and Tuns, addressed the council. She explained that the property is to be converted into a house, but that they have huge respect for the building – only plan is to re-instate a central staircase. Wanted to introduce herself to the Council. Grew up in the local area, and is looking forward to being part of the community. Happy to answer any questions.</p>
86/25	<p>Finance and General Purposes. b) Painting of Windmill exterior. Vaughan Jones, the Chair of the Windmill Centre Committee, addressed the Council regarding the urgent need for renovation and repairs to the exterior cladding and woodwork at the Windmill Centre. He highlighted the longstanding agreement between WMC Management Committee and the Parish Council, that DPC would support on any major payment, which the WMC Management Committee can't afford. WMC Management Committee feel that this work needs to be undertaken as soon as possible. Vaughan asked DPC to consider part-paying at this time, as WMC have decided will go ahead with works now, rather than waiting for the results of potential grant applications. Cllr M Robinson highlighted that proposals need to be brought forward earlier in the future so that it can be fitted into grant timescales. It was also highlighted that the Council are in the process of updating own major expenditure plan. Cllr H Oldfield proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) to contribute £5,000 towards the repainting of the Windmill exterior.</p>
87/25	<p>Highways and transport. a) Hempton traffic calming. A member of the public addressed the Council about the lack of clarity regarding traffic calming measures in Hempton. He highlighted that it is nearly coming up to the anniversary of the initial engagement with Hempton residents, but that there is still no confirmation regarding if/when these works will go ahead. DPC confirmed that there has been no further update from OCC about when these works are commencing. Lots of anxious and frustrated residents who are voicing concerns, but despite putting thoughts forward there does not appear to be any progress. The resident was informed that the only action that can be done is to continue following up with OCC. Need to know whether the money has been ringfenced. Cllr J Watts proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (unanimous) that DPC write to OCC and ask them to proceed at haste with the traffic calming in Hempton following a clear majority of Hempton residents being in favour of the proposals.</p>
88/25	<p>10 Minute Open Forum continued: A member of the public, who has applied to be a Councillor, introduced himself to the Council. He was invited to attend next month's meeting for formal election.</p>
89/25	<p>County Cllr G Epps update: See 92/25.</p>
90/25	<p>District Cllr D Rogers update: Written report received. Update provided regarding the Hempton appeal hearing – The hearing was focused on planning policy rather than housing and the community. Inspector queried which factors on the S106 list were necessary to deliver the application – might be the case that the 9 houses go ahead, without any of the bonuses that have been discussed with the applicant. The applicant will now be bound by the inspector's decision. All interested parties will get information in due course. If it wasn't for Neighbourhood plan, the site would have just been approved. However, as there is a made Neighbourhood Plan, this isn't the case. Discussion regarding the importance of the Neighbourhood Plan – only way for the community to have a say on how the Parish will grow. More local areas are looking into producing these, and there is only a fixed budget available. Parish Councils might therefore have to delay or self-fund. Intention to put this on a meeting agenda very soon and get the ball rolling, and if needed put some money in the budget for future neighbourhood plans.</p>
91/25	<p>Finance and General Purposes. a) To sign off on Internal control checklist – April 2025. b) Painting of Windmill exterior. See 86/25. c) Policy to reinvest reserves. Cllr C Snashall proposed, Cllr J Watts seconded the motion and the Council RESOLVED (unanimous) to change the policy to make the option to reinvest reserves up to two years available. d) Reinvestments and approval of suitable investments outside of monthly meeting schedule. Cllr J Watts proposed, Cllr J Watts seconded the motion and the Council RESOLVED (unanimous) to delegate F&GP to approve suitable investments when not falling within the Council monthly meeting schedule, and to go for the 2-year United Trust Bank bond option.</p>
92/25	<p>County Cllr G Epps update: County Cllr G Epps shared that he now knows which committees he will be on – Health, Police and Crime, and Remuneration. Couple of Parish updates – Hempton traffic</p>

	calming (will update DPC as soon as has more information), bus real time information (possibility for a screen showing live Stagecoach bus times. Market Place identified as a potential good location for this), Fix My Street (some people find they repeatedly log something that needs to be fixed, which is then marked as actioned when it has not been).
93/25	<p>Finance and General Purposes.</p> <p>e) November 2025 funfair. Cllr C Snashall proposed, Cllr J Watts seconded the motion and the Council RESOLVED (unanimous) to keep the rent for the November 2025 funfair the same.</p> <p>f) CCTV signage. Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) to purchase CCTV signage at a cost of up to £225.</p> <p>g) BT plan. Cllr C Snashall proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) to change contract to a new BT plan for 60 months at a cost of £40 installation and thereafter £45 per month (Cloud Voice Express with BT Hyperfast Enhanced Full Fibre 150 Broadband).</p> <p>h) Parish Newsletter. Contributions requested from the Council. Cllr C Snashall proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) to approve expenditure of £250 for the delivery of the Parish Newsletter.</p> <p>i) Castle Grounds goal posts. Noted that there may be a delivery charge of around £150. To be held over till next month's meeting.</p> <p>j) Emergency cemetery mowing. Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) to approve emergency mowing at the cemetery at a cost of £225.</p> <p>k) Day-to-day running of office and stewards. Cllr C Snashall proposed, Cllr J Watts seconded the motion and the Council RESOLVED (unanimous) to approve continued authority of the Clerk in being able to make purchases for day-to-day running of office and stewards to a maximum of £200.</p> <p>l) RoSPA repairs. Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) to approve RoSPA repairs up to £1,000. This is for if anything comes back as high priority requiring immediate action. This would be run past F&GP.</p> <p>m) Lookout insurance. Will hopefully be added to renewal.</p> <p>n) Allotment rents and water charge. Cllr C Snashall proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (8 for, 3 abstentions) to keep the allotment rents and water charge the same for this year.</p> <p>o) Disposal of fencing. Cllr C Snashall proposed, Cllr M Robinson seconded the motion and the Council RESOLVED (unanimous) to approve the disposal of fencing and receipt of £400 (less charges). Cllr N Smith thanked for his work.</p> <p>p) Hi-Viz vests. Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) to purchase Hi-Viz vests at a cost of £35, on the proviso that they are kept in the Speedwatch box.</p> <p>q) Welford's Piece picnic bench. To be brought back next month with set amount for 2 fixed benches made of recycled plastic, with an installation cost included.</p> <p>r) Parish mobile. Cllr C Snashall proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) to purchase a parish mobile on a pay as you go basis, at a cost of up to £100, subject to the mobile having WiFi calling capability.</p> <p>s) Ashes plot. Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) to repurchase an ashes plot at the original purchase price.</p> <p>t) Cemetery grass cutting. 2 quotes received. Cuts needed fortnightly, 3 hours per cut. Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) to approve a £500 extension of the budget for grass cutting at the cemetery.</p> <p>u) Request to join a coalition of objection of Puy du Fou. Application to build 400+ acre theme park at Bucknell. Request to join Parish Council 'coalition of objection'. Should not involve additional work or cost. May impact local traffic – traffic coming from the West would probably go through the local area. Bucknell Parish Council acknowledge that there is a likelihood that the application will go ahead anyway, but want to make local voice heard. From County Council perspective – whole host of traffic implications and cumulative impacts. No strategic approach as yet. Cllr S O'Neill proposed, Cllr N Smith seconded the motion and the Council RESOLVED (10 for, 1 abstention) that DPC write a letter of support for Bucknell Parish Council regarding their objection of Puy du Fou.</p> <p>v) VE Day commemorations. Thanks extended to those involved in organising the VE Day commemorations.</p>

	<p>w) The Council extended their thanks to County Cllr A Fatemian for his dedication to the Deddington parish over the last twelve years.</p> <p>x) Four Farms Run. The Council note the success of the event. Clerk to send a letter of thanks to the organisers.</p> <p>y) The Council noted with regret the deaths of two firefighters in the course of duty at Bicester last week, and recognised the effect that this will have on the Deddington retained fire-fighters. Clerk to send a letter of condolence to Oxfordshire Fire and Rescue Service and to the Deddington team.</p>
94/25	<p>Review/New policy documents</p> <p>a) First aid for events Policy. Cllr M Cox to make minor suggested amendments.</p> <p>b) Reserves Policy. Minor amendments made. Cllr M Robinson proposed, Cllr C Snashall seconded the motion and the Council RESOLVED (unanimous) to adopt the Reserved Policy.</p>
95/25	<p>Approval of invoices: Cllr H Oldfield proposed, Cllr C Snashall seconded the motion and the Council RESOLVED (unanimous) that the April Imprest account invoices with a total of £117.48 and the May current account invoices with a total of £21,745.94 be approved for payment. £38,635.25 monies were received.</p>
96/25	<p>Report upon the investment of the Council's Funds as at 31 May 2025. To follow.</p>
97/25	<p>Planning Report.</p> <p>Applications</p> <p>a) 25/01087/F The Little House, Clifton Road, Deddington. Variation of Condition 2 (plans) of 22/03840/F. Change of drawings in relation to the car barn to include solar PV provision set flush within roof finish and to Support Part La requirements, carbon emission reduction and strategy for energy efficiency within new buildings. Cllr S O'Neill proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>b) 25/01086/NMA The Little House, Clifton Road, Deddington. Addition of high level rooflights to rear elevation of car barn (proposed as non-material amendment to 22/03840/F). Cllr S O'Neill proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>c) 25/00842/F Gaslight, Earls Lane, Deddington. Demolition of porch and construction of replacement porch. Cllr S O'Neill proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>d) 25/01185/TCA Fairview, St Thomas Street, Deddington. Tree works. This application has arrived too late to be on the May agenda, and CDC will not extend tree applications consultation periods long enough to include on June agenda. Cllr S O'Neill suggested that the Council provide an informal response to CDC, stating that the application hasn't arrived in time to be considered by full council and no formal recommendation can be made, but informally, DPC have no objection.</p> <p>Approvals 25/00388/LB Plough House, New Street, Deddington.</p> <p>Appeals APP/C3105/W/23/3324704 East of Combe Cottage and South of St Johns Way, Hempton. Appeal date of 20th May 2025 at the Council Chamber, 39 Castle Quay, Banbury.</p> <p>Correspondence DPC were copied into an email sent by a Parishioner to Mr Nick Wyke, CDC Planning Officer, complaining/objective to consent given for four bungalows at the Poplars, Clifton Road. Mr Wyke responded accordingly. Invitation from CDC to planning review. Cllr S O'Neill and H Oldfield will attend. CDC confirmed a Tree Preservation Order (No.2) 2025. One Horse Chestnut tree located at Craxton, Castle End, Castle Street, Deddington. CDC notified DPC of their intention to issue a Tree Preservation Order (No.14) 2024 in respect of two Norway Maple trees and one Sycamore tree located on land off Hempton Road, Hempton. If DPC wish to comment this needs to be done before 13th June.</p>
98/25	<p>Large Scale Developments Working Group report.</p> <p>a) Hempton appeal. See 90/25 and 97/25.</p>
99/25	<p>Highways and Transport continued.</p> <p>a) Hempton traffic calming update. See 87/25.</p> <p>b) Hempton road. Cllr T Timms expressed concern that HS2 trucks were travelling regularly in convoy up and down Hempton Road, some seen speeding and some seen jumping the red light. County Cllr G Epps happy to take registration numbers and times and follow this up. Community Speed Watch can keep an eye on this.</p>

	<p>c) Rusting Give Way Sign. Logged on fix my street. The sign will be replaced.</p> <p>d) Community Speed Watch. Thanks to Windmill Centre Committee for allowing the CSW group to use the venue. Cllr M Robinson to request more volunteers on social media. Desire for volunteers to help out in Hempton and from the Grange Estate. Need to put the signs up as soon as possible. Some of the fixings do not fit the modern poles. A resident of Fardon Way has offered to put a pole in until the VAS at this site is installed. Cllr M Cox has written to OCC to ask for permission for this. County Cllr G Epps happy to join the CSW.</p> <p>e) Clifton speeding. A resident in Clifton sent a video of a car over taking and speeding in a dangerous manor in the 20mph restriction road heading into Clifton from Deddington. The resident was advised to contact TVP.</p>
100/25	<p>Environment and Recreation Working Group.</p> <p>a) Risk assessment for bikes in the copse. Risk assessment and management plan have been sent to Zurich insurers and DPC await their response. If Zurich accept it, DPC to work on the management plan outlined. If they decline, can send details and try again, but if declined again the issue would need to be re-assessed. Weekly monitoring suggested in the summer months, more monitoring in the holidays, and less outside these periods. Weekly situation report. Could have concerns logged on the DPC website. Bespoke signs to be ordered with bespoke wording.</p> <p>b) Slide mound. Still a problem and getting worse. Suggestion to cover in rubber mulch. Creative play declined to quote as too steep. Option to press them again, ask Trevor Stewart of TGM to quote, or look at AstroTurf as alternative to rubber mulch with all three contractors.</p> <p>c) Mini Tennis. Tennis club to provide rackets and balls. Possibility for children from the school to use it during school time discussed. A group is already using the big court through agreement with the tennis club. Would be too many children to use the mini tennis as a class. To be followed up with the tennis club.</p>
101/25	<p>Items for information.</p> <p>Car club. There is an organisation recommended by OCC. 2 cars for 2 years - £25,000. After that, the scheme becomes self-financing. Each car club car is meant to take 12 cars off the road. Other option is a car park, which costs £75,000-£125,000. Car share is a good option in terms of cost effectiveness. Cost per parishioner would add 15% to the precept. Not a lot in cash terms, but a lot in percentage terms. Would help address the parking issue in the village. Facility for people who need or want an extra means of transport. Discussion needed regarding how it is funded – could come from the reserve. To be reviewed by the Council and discussed further next month. Research needed on how other Parishes run this sort of scheme. Proper consultation with Parishioners needed. Could be included in the Parish Newsletter.</p>
102/25	<p>Update from the Parish Council Representatives.</p> <p>Castle Grounds. Clerk having meeting with Chairman of Castle Grounds next Wednesday.</p> <p>Windmill Centre. AGM next Wednesday. Cllr M Robinson to attend.</p> <p>Holly Tree. AGM in 10 days' time.</p> <p>Deddington Library. Before Covid DPC used to pay for hanging baskets. Has slipped by the wayside. To be put on next month's agenda. Automated watering system in place – not used for 5 years but is still there. DPC to write to OCC to press for painting of the library.</p> <p>Deddington Festival. Confirmation that no money came back to DPC when it folded.</p>
103/25	<p>Date of the next meeting: The next Parish Council meeting will take place on 18 June 2025 at 7:30pm in the Old School Room, Hempton. Meeting closed at:10:05pm</p>
104/25	<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 1960s a) Staff matters.</p>