

**DEDDINGTON PARISH COUNCIL**  
**Minutes of the Parish Council meeting held via Skype**  
**at 7:30pm on Wednesday 17 February 2021.**

**Present:** Cllrs D Rogers (Chair), A Collins, M Cox, J Eames, J Higham, H Oldfield, S O'Neill, M Robinson, C Snashall, M Squires, M Swadling, T Timms and J Watts. **Also, present:** County Cllr A Fatemian, a Deddington News representative and one member of public.

24/21	<b>Apologies:</b> District Cllr B Williams. No apologies received from Cllr J Reeve.
25/21	<p><b>Declarations of Interest</b></p> <p><b>Pecuniary Interest:</b>  <b>Cllr S O'Neill</b> Planning 37/21 Neighbourhood Planning, 38/21 Large Scale Development as a local land owner and did not take part in these sections of the meeting.</p> <p><b>General Interest:</b>  <b>Cllr D Rogers</b> 41/21 E&amp;R 5) Bench by cricket pavilion as a VP of the Cricket Club.  <b>Cllr J Watts</b> 41/21 E&amp;R 5) Bench by cricket pavilion as a member of the Cricket Club.  <b>Cllr A Collins</b> 41/21 E&amp;R 5) Bench by cricket pavilion as a member of the Cricket Club.</p>
26/21	<b>Minutes:</b> Cllr H Oldfield proposed, Cllr A Collins seconded the motion and the Council <b>RESOLVED</b> (unanimous by those in attendance) that the minutes of the meeting held on 27 January 2021 December 2120 were a true record of the meeting with the following alterations to dates 2121 to 2021.
27/21	<b>Matters arising from the minutes and not referred to later on the Agenda:</b> None.
28/21	<b>10 Minute Open Forum:</b> None.
29/21	<p><b>Windmill Management Committee – potential schemes for the re-ordering and refurbishment of the Windmill lavatories.</b></p> <p>A member of the Windmill Management Committee addressed the Council regarding proposals for the replacement of the downstairs lavatories. An option of communal toilets was discussed. Cllr D Rogers proposed, Cllr J Higham seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the management committee consult with both the users of the Windmill Centre and the wider community to ascertain their opinions. It was requested that the results of the consultation be brought to Council.</p>
30/21	<p><b>County Cllr A Fatemian:</b></p> <ol style="list-style-type: none"> <li>1) <b>Thames Water Flooding Issue - Clifton.</b> He has held lengthy discussions with officers and cabinet member at Highways and they are resolved to take a firm view on Thames Water actions. They will refuse to take it on at any stage and insist Thames Water maintain responsibility. Cllr D Rogers to continue to copy County Cllr A Fatemian in correspondence including involving CCWT to help address the issue.</li> <li>2) <b>County Council budget.</b> This has been passed and there will be 3% rise in Council tax to cover things such as adult social care, youth, homeless services, highway drainage and vegetation clearance and trialing 20mph schemes (next financial year). He stated that 20mph changes would prove expensive but could benefit parishes if they banded together as this would reduce costs. Cllr J Watts asked why average speed cameras are not being looked at. County Cllr A Fatemian stated that enforcement of 20mph was a police matter. If a Council is looking for additional speed restrictions measures it is a TVP decision and they should be lobbied. He said that some traffic calming measures were being scrapped as decisions could not be made given the consideration of additional lighting and increased noise issues that come with speed humps. He will query average speed cameras with Highways for initial response.</li> <li>3) <b>Oxford Electric buses.</b> The County Council bus services will be fully electric including any buses coming in to and out of Oxford (such as S4). Concern raised about the distance being travelled (i.e. Oxford to Banbury) on a single electric charge.</li> <li>4) <b>LED Lighting.</b> It was noted that replacement street lighting would be LED light bulbs.</li> </ol>
31/21	<b>District Cllr B Williams update:</b> Report received and attached as a separate informative document. Cllr J Watts asked that thanks were passed to District Cllr B Williams for his speedy action in ensuring the bottle banks were emptied.

32/21	<p><b>Finance &amp; General Purposes.</b></p> <ol style="list-style-type: none"> <li>1) <b>Bank and Investments.</b> Bank and Investments. The Bank Reconciliation balances.</li> <li>2) <b>Pole Pruner Attachment.</b> Cllr D Rogers proposed, Cllr A Collins seconded the motion and the Council <b>RESOLVED</b> (unanimous) that a pole pruner attachment be purchased at a cost £240 + VAT</li> <li>3) <b>Weed control contract.</b> Cllr C Snashall proposed, Cllr J Higham seconded the motion and the Council <b>RESOLVED</b> (unanimous) up to £990+VAT for annual weed control.</li> <li>4) <b>One off weed control at Adventure Playground.</b> Cllr C Snashall proposed, Cllr J Higham seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the Council agree to a one off weed spray for adventure playground at £90+VAT</li> <li>5) <b>Transfer to Unity Bank.</b> Cllr D Rogers proposed, Cllr M Robinson seconded the motion and the Council <b>RESOLVED</b> (unanimous) to transfer £55,000 from Barclays to Unity Bank.</li> <li>6) <b>English Heritage agreement.</b> Cllr H Oldfield proposed, Cllr M Swadling seconded the motion and the Council <b>RESOLVED</b> (unanimous) to agree to the English Heritage agreement with the caveat that any reasonable increased grass cutting costs would be covered in the third and following years.</li> <li>7) <b>Equipment hire.</b> Cllr M Robinson proposed, Cllr M Swadling seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the PC would pay £60+VAT for water tracer.</li> <li>8) <b>Mill Close fence.</b> Cllr M Robinson proposed, Cllr H Oldfield seconded the motion and the Council <b>RESOLVED</b> (eleven for and two abstentions) to pay up to £250 +VAT to add two fence panels in the Pocket Park.</li> <li>9) <b>Uniformed groups grant application.</b> Cllr J Eames proposed, Cllr M Swadling seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the £2,000 be split equally between boy and girl groups. The group to be asked for a future report detailing what they were able to do with the money and what difference it was able to make.</li> <li>10) <b>Disabled Lavatory Block.</b> The design and specification have been reviewed and the original companies offering quotes will be contacted to resubmit a quote on the amended designs. All quotes to be sent to the Clerk.</li> <li>11) <b>Attendance six-month rule.</b> Cllr D Rogers proposed, Cllr M Squires seconded the motion and the Council <b>RESOLVED</b> (twelve for and one abstention) that the PC rescind the March 2020 minute that the PC waive the Cllr attendance rule for the year and revert to LGA 1972 85 with effect from 17 March 2021 meeting. Concern was raised about having to return to face-to-face meeting after 7 May 2021. Cllr D Rogers to check if the Church would be available to meet in. It was noted that a risk assessment would need to be undertaken prior to any meeting taking place.</li> </ol>
33/21	<p><b>Review of Policies</b></p> <ol style="list-style-type: none"> <li>a) <b>Allotments Privacy Statement.</b> Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council <b>RESOLVED</b> (unanimous) are accepted with amendments.</li> <li>b) <b>Anti-Fraud Arrangement.</b> Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council <b>RESOLVED</b> (unanimous) are accepted with amendments.</li> <li>c) <b>Asset Register.</b> Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council <b>RESOLVED</b> (unanimous) are accepted with no amendments.</li> <li>d) <b>Castle Grounds Risk Assessment.</b> Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council <b>RESOLVED</b> (unanimous) are accepted with no amendments.</li> <li>e) <b>CCTV Policy.</b> Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council <b>RESOLVED</b> (unanimous) are accepted with amendments.</li> <li>f) <b>Cemetery Rules.</b> Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council <b>RESOLVED</b> (unanimous) are accepted with amendments.</li> <li>g) <b>Code of Conduct.</b> Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council <b>RESOLVED</b> (unanimous) are accepted with amendments.</li> <li>h) <b>Complaints Procedure.</b> Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council <b>RESOLVED</b> (unanimous) are accepted with amendments.</li> <li>i) <b>Delegated Powers.</b> Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council <b>RESOLVED</b> (unanimous) are accepted with no amendments.</li> <li>j) <b>Disciplinary Policy.</b> Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council <b>RESOLVED</b> (unanimous) are accepted with amendments.</li> </ol>

- k) **Document Retention.** Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (unanimous) are accepted with amendments.
- l) **Emergency Plan.** Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (unanimous) are accepted with amendments.
- m) **Financial Regulations.** Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (unanimous) are accepted with no amendments.
- n) **FOI guide.** Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (unanimous) are accepted with amendments.
- o) **Grant Application form.** Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (unanimous) are accepted with no amendments.
- p) **Grievance Policy.** Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (unanimous) are accepted with amendments.
- q) **Investment Strategy.** Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (unanimous) are accepted with no amendments.
- r) **Privacy Statement.** Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (unanimous) are accepted with amendments.
- s) **Public Access – notice boards.** Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (unanimous) are accepted with no amendments.
- t) **Purchase of ERB.** Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (unanimous) are accepted with no amendments.
- u) **Risk assessment.** Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (unanimous) are accepted with amendments.
- v) **Speed Watch Risk Assessments.** Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (unanimous) are accepted with amendments.
- w) **Standing Orders.** Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (unanimous) are accepted with no amendments.
- x) **Website policy.** Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (unanimous) are accepted with no amendments.
- y) **Website accessibility.** Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (unanimous) are accepted with amendments.
- z) **Windmill Risk Assessment.** Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (unanimous) are accepted with amendments.

34/21 **Approval of Invoices.** Cllr D Rogers proposed, Cllr H Oldfield seconded the motion and the Council **RESOLVED** (unanimous) that the invoices with a total of £86,674.28 (including £55,000 transfer) were approved for payment.

35/21 **Report upon the investment of the Parish Council's Funds as at 31 January 2021.**

Account	Balance	Interest	Notice	Valid Until
Imprest	2,500.00			
Current*	138,568.41			
Unity **	36,812.30			
Nationwide BS	85,360.96	0.1%	125 day notice	closing 12 May 2021
Redwood Bank	86,173.70	1.2 %	95 day notice	(opened Aug 19)
Hampshire TB	78,456.73	1.00%	1 Yr Fixed	21 May 2121
Cambridge & Counties	86,248.21	1.5%	1 Yr Fixed	12 May 2121
United Trust	86,662.04	1.65%	1 Yr Fixed	26 April 2121
Skipton Building Society	87,313.21	0.75%	1 Yr Fixed	21 May 2121
<b>Total</b>	<b>688,095.55</b>			

\*The current account has £1,080.51 of uncleared cheques and £4,470.40 from the Unity account which have been taken off to show funds available.

36/21	<p><b>Planning Report.</b>  <b>Applications.</b></p> <p>a) <b>21/00080/F 59 St Johns Way, Hempton.</b> Demolition of conservatory and garage and erection of rear and side single storey extension. Cllr S O'Neill proposed, Cllr J Eames seconded the motion and the Council <b>RESOLVED</b> (unanimous) no objection</p> <p>b) <b>20/03360/REM Stone Pits, Hempton Road, Deddington,</b> reserved matters 18/02147/OUT consideration of appearance, landscape, layout and scale. <b>Discussed under the large development working group (38/21)</b></p> <p>c) <b>21/00043/F Greystones, Banbury Road, Deddington.</b> Installation of a two-bay framed garage with adjoining log store in front left hand of plot. Cllr S O'Neill proposed, Cllr A Collins seconded the motion and the Council <b>RESOLVED</b> (unanimous) no objection</p> <p>d) <b>21/00361/F Stonewall, Main Street, Clifton.</b> Front porch extension and external works. Porch appears quite large, but not disproportionate with the house. It incorporates a cloakroom and shower room. Cllr S O'Neill proposed, Cllr M Swadling seconded the motion and the Council <b>RESOLVED</b> (twelve for, one abstention) no objection</p> <p><b>Approvals</b>  20/03241/F Church Farm Cottage, The Lane, Hempton  20/02836/F May Fu II Restaurant, New Street, Deddington  20/03078/F Little Hardres, Holcombe Gardens, Deddington.</p>
37/21	<p><b>Neighbourhood Planning. Cllr S O'Neill left the meeting.</b>  Meeting held with Christina Cherry from CDC who saw no benefit of having a ten-year Neighbourhood Plan. She said that CDC had met the housing needs for the next 10 years. She advocates waiting for publishing of their call for sites sometime in summer 2021. The NP consultant did not agree with her suggestion of carrying out a Housing Needs Survey (HNS). Consultant said HNS, in his opinion, do not work at Parish Level. Christina does not think any of the sites submitted to the NP group are suitable. The group are considering getting a statutory body to do HNS to see what it looks like. A response to query regarding local green spaces is being properly regarded. Housing needs figures are not published until next year.</p>
38/21	<p><b>Large Scale Developments Working Group.</b>  <b>20/03360/REM Stone Pits, Hempton Road, Deddington,</b> reserved matters 18/02147/OUT consideration of appearance, landscape, layout and scale. Cllr D Rogers proposed, Cllr M Swadling seconded the motion and the Council <b>RESOLVED</b> (unanimous) that CDC seek confirmation on how the following would be delivered:</p> <ul style="list-style-type: none"> <li>• <b>Landscaping to boundaries.</b> The PC request that there is a condition that the on-going costs and management of the landscape is clearly defined. Will there be a maintenance company responsible for this or an arrangement with OCC for the ongoing costs and management to be covered?</li> <li>• <b>Link path to Wimborn Close.</b> The PC request confirmation of the financial contribution, in S106, for the construction and maintenance of the link path between the site and Wimborn Close.</li> <li>• <b>Completion of S278.</b> To secure changes to highways alterations. In July 2020 the conditions on means of access and highways alterations were discharged, in accordance with a plan that shows the speed sign, and village welcome gates, with mini-protrusion to create Give Way chicane moved to the west. Has this S278 agreement been made to ensure these changes will go ahead?</li> <li>• <b>S106 contribution confirmation.</b></li> </ul>
39/21	<p><b>Community Orchard – Cllr J Eames Cllr S O'Neill returned to the meeting.</b>  Donor's family asked about tree planting at Welford's Piece. They were delighted to be asked and are a family of tree planters and think it would be a nice of use of spare space. DEN informed. The site is seen as a broader community initiative rather than using the allotments. DEN to investigate grant funding and roles and responsibilities and report to Council.</p>
40/21	<p><b>Thames Water meeting re flooding in Clifton – next steps.</b> As discussed in County Cllr A Fatemian's report 30/21</p>
41/21	<p><b>Environment and Recreation Working Group – Cllr M Robinson</b></p>

	<ol style="list-style-type: none"> <li>1) <b>Parish Clean.</b> Has been put on hold although anyone wishing to borrow equipment please contact the Clerk who will pass details on to Cllr J Watts to arrange.</li> <li>2) <b>Cutting grass verges.</b> Clerk to seek a quote for two extra cuts on the stretch between the Tombwell Farm entrance and Hempton where grass obstructs the footpath.</li> <li>3) <b>Wildflowers in verges.</b> DEN to be invited to investigate sowing wildflowers in a section of grass verge. If successful, the idea may be adopted elsewhere in the parish. If finance to purchase the wildflowers is required this will need to be brought back to Council.</li> <li>4) <b>Adventure Playground repairs.</b> Creative Play have fixed rotating log and re-tensioned zip-wire. A letter to be sent as to why they have not repaired the roundabout.</li> <li>5) <b>DCC bench by cricket pavilion.</b> Cllr M Robinson proposed, Cllr H Oldfield seconded the motion and the Council <b>RESOLVED</b> (unanimous) the PC give permission to DCC to put another bench, on a concrete plinth between the two trees on the understanding that all future maintenance will be carried out by the Cricket Club.</li> <li>6) <b>EV charging points.</b> Open and already being used. Publicity out via social media, Banbury Guardian, District Cllr B William's motoring contacts. Cllr D Rogers written a piece for inclusion in the March Deddington News thanking donor. WMC installed temporary signs to say don't park unless using EV charging points.</li> <li>7) <b>Willow whips.</b> The Steward and Cllr T Timms have planted extra whips, thanks were passed for a brilliant job. Cost of bark mulch to be investigated.</li> <li>8) <b>Parish Archive.</b> Project to turn the south east corner store of Windmill building into a permanent home for the Parish Archive. £10,000 grant obtained from the William Delafield Trust to fund works. Parish Archive Group has drawn up a plan to use 7m x 2m space, which WMC have agreed to. To be shared rentable space when Archive Group not working in there. Cllr M Robinson proposed, Cllr H Oldfield seconded the motion and the Council <b>RESOLVED</b> (twelve for and one abstention) to the change of structure of the old football store to house the Parish Archives as detailed in the plans given to the PC.</li> </ol>
42/21	<p><b>Highways and Transport</b></p> <ol style="list-style-type: none"> <li>1) <b>Speed limits across the parish reduced to 50mph.</b> Cllr M Cox proposed, Cllr J Watts seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the Clerk writes to OCC Highways and asks to invoke a 50mph speed limit from east to west Clifton to Deddington and Deddington to Hempton with a map to identify the roads covered. (see point 8 below)</li> <li>2) <b>Hopcraft Lane pole removal and faded HGV signs.</b> Clerk chasing. Cllr S O'Neill has confirmed the pole has been removed.</li> <li>3) <b>Street Light on Daedings/Hempton road.</b> On-going. The Clerk to write and ask when installation will take place.</li> <li>4) <b>Earls Lane Site meeting S278.</b> Awaiting date for site meeting.</li> <li>5) <b>Bollard outside Hairdresser's in Market Place.</b> Clerk to chase.</li> <li>6) <b>Crossing Grove Court – ongoing.</b> An 'Elderly pedestrians' warning sign will be erected on column No. 17, on the off side for southbound traffic. It has been suggested that OCC may be able to introduce 'SLOW' markings alongside the vertical signage. The Clerk to respond that the PC would like to take them up on this offer and suggest a site visit.</li> <li>7) <b>New Street bollards – on going.</b> Clerk to chase.</li> <li>8) <b>20mph.</b> The Stockholm declaration, endorsed by the UK government in February 2021, sets a framework to reduce road deaths and injuries by 50%. At the OCC meeting it was agreed that unless there is compelling evidence for a higher limit, newly adopted residential roads and adopted highways in commercial areas leading to residential roads, will have 20mph limits/zone. Parish / Town and City Councils will by default be supported in reducing speed limits in existing streets or areas on the basis of their local knowledge and the wishes of their residents, whilst taking note of national guidance. Where funding from any source is available, they will subsequently be supported to put in place necessary speed-calming measures to bring maximum and average speeds down to acceptable levels.</li> </ol>
43/21	<p><b>Remembrance Sunday – Cllr J Watts.</b> The Deddington News has been asked to inform that the PC are looking for volunteers for stewarding. A meeting with the RBL will take place when possible.</p>
44/21	<p><b>Update from the Parish Council Representatives.</b></p>

	<p><b>Primary School.</b> No OFSTED scheduled for 2021 and also unlikely in 2022.</p> <p><b>Food Bank.</b> Has received its first parcels and is now active. Information about how to access the service will be going out shortly.</p> <p><b>Holly Tree Club.</b> The renovation works are going well and on schedule.</p> <p><b>Grant from OCC.</b> Thanks were passed to County Cllr A Fatemian. The monies were directed to DCE who have passed it on to school for purchase of laptops (they have also donated money for laptops as have the Church along with some parishioners). Every pupil in the primary school has the equipment that they need for online learning.</p>
45/21	<p><b>Any other business.</b></p> <p>Clerk reminded she is attending a virtual SLCC conference the following week.</p>
46/21	<p><b>Date of the next meeting:</b> The next Parish Council meeting will take place on <b>Wednesday 17 March 2021 at 7.30pm</b> via Skype.</p>
47/21	<p><b>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. Clerk Salary Review and appraisal.</b></p> <ol style="list-style-type: none"> <li>1) Cllr H Oldfield proposed, Cllr M Swadling seconded the motion and the Council <b>RESOLVED</b> (unanimous) there should be a continuation of the additional two hours per week until the end of the Clerk's CiLCA course.</li> <li>2) Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the Council should look for a minute's secretary in the forthcoming months.</li> <li>3) Cllr H Oldfield proposed, Cllr M Robinson seconded the motion that, in recognition of the Clerk's progress in her duties as proper officer and the increased responsibility she has taken on for the council's financial affairs, the Council raise her pay by one spine point, to be backdated to December, the anniversary of her start date. Cllr M Squires offered an amendment that Council should pay the Clerk one spine point now, backdated to December, in anticipation of her completing the CiLCA course; consideration to be given to raising pay rate by another spine point after Clerk's completion of CiLCA. There was no seconder for this so the original motion (raising pay by one spine point backdated to December) was voted on and <b>RESOLVED</b> (twelve for and one abstention). The meeting closed at 21:50 pm</li> </ol>