

DEDDINGTON PARISH COUNCIL

**Minutes of a Meeting held at the Town Hall, Deddington, on
Wednesday 16 April 2008 at 7.30pm**

Present: Cllrs Squires (Chair), Alton, Anderson, Flux, Ince, Privett, Rollason, Rudge, Spencer, Todd and Westbury. The Parish Clerk was also in attendance.

In attendance: District Councillor O'Sullivan

048/08	<p>Apologies Apologies were received from Cllrs Collins, Watts, Wood and County Cllr Jelf.</p>
049/08	<p>Minutes of the last meeting The following amendments were made to the minutes of 19 March 2008: 037/08 2) The second sentence should read "HWG" not HGW. 047/08 AOB The second sentence should read. This was seconded by Cllr Flux and unanimously agreed. Cllr Squires then signed the minutes as a true record.</p>
050/08	<p>Declaration of Interests 053/08 08/00862/F and 08/00863/LB – Holcombe Hotel, High Street, Deddington - Cllrs Ince and Spencer personal and prejudicial interests 056/08 4) Cherwell DC Legal Services Cllr Todd personal interest 057/08 1) Potential flower sponsorship, Farmers Market – Cllr Todd personal interest</p>
051/08	<p>Matters Arising not referred to later on the Agenda None</p>
052/08	<p>10 Minute Open Forum Barbara Budd addressed the parish council with her concerns regarding the proposed residential development of the Holcombe Hotel. She raised concerns regarding the changes to a listed building with particular reference to the porches. Also, to the change of use from hotel to 12 residences which she felt would replace existing facilities with more people. She noted that the previously agreed planning application was for three dwellings and noted concerns over parking particularly as the parking spaces outside the hotel are already utilised by residents and people using the library. The additional cars for the residences could also cause access problems. On a more personal level she raised concerns regarding her rear garden and the height of the proposed work in particular to the two-storey extension, the overhanging sloping roof and a gable end and its effect on the light available in her garden. Mary Robinson also addressed the parish council to ask for the agenda of the parish meeting being held at the Windmill Centre on Tuesday 20 May at 7:30pm.</p>
053/08	<p>Planning Group Applications 08/00862/F and 08/00863/LB – Holcombe Hotel, High Street, Deddington Change of use from hotel to residential. 1 no. dwelling. 11 no. 1 and 2 bed residential apartments. Demolition of post war elements to include kitchen lean-to, mechanical extract ducts, staircase, fire escapes and ground floor flat roof extensions. New local stone rear one and two storey extensions, new gable to west elevation. Replacement traditional doors and windows, new porches to east elevation. A not dissimilar application was approved by Cherwell DC in 2002 (02/02292/F and 02/02293/LB). The PC did not object to this application from a previous owner who wished to convert it into 3 separate dwellings, but raised concerns about parking. The present application seeks to create one 4 bedroom house (Oxford end of building) and three 2 bedroom and eight 1 bedroom apartments after the necessary demolition and construction works. It also enlarges the garden of Southbourne into the existing grounds of the hotel (not included in the application). The WG raised the following points:</p> <ol style="list-style-type: none"> 1. The loss of a village amenity, business and employment opportunities is regrettable but it is encouraging to note the inclusion of small and hopefully affordable apartments in the development, which are needed in the village. 2. Earlier extensions to the building have not necessarily been in keeping with it therefore care should be taken to retain the character of the historical parts. 3. With the introduction of 12 new residential units 18 off street car parking spaces with only 1 visitor space is considered to be insufficient. Too much reliance is placed on the "on street" public parking fronting onto the High Street which is already occupied by local residents, library users and others. There is already pressure on parking

and parking restrictions in the area exacerbate the problem. Extra "off street" parking should be provided. There is a discrepancy in the accompanying Design and Access statement – this refers to a single designated "blue badge" parking space yet at section 11 of the application two are mentioned. Section 11 also misleads as the question asked is about on-site parking spaces and 6 public places are quoted as the answer yet these form part of the highway. There is no sole right of use by the Holcombe. Mention is made of facilities for ten cycles but none are shown and it is unclear where they would be stored.

4. The additional residential accommodation reinforces the need for a proper pedestrian facility somewhere nearby to serve residents on the west side of High Street and New Street. Perhaps this could be introduced at the traffic lights outside the library as a condition of grant.
5. Overhanging of roof/guttering on extension adjacent garden to Osbourne House (see north elevation) is apparent. It further encloses the garden of this property and is likely to block out sunlight. The householder is also concerned about the application of lead cladding to the side facing her property.
6. In the Listed Building outline schedule of works no mention is made of this extension on the north and west side of the site at first floor level.
7. All trees in existing hotel garden should be retained. There is a tree preservation order (TPO) on a yew and holly. The rest are currently protected as they are within the village conservation area. In the application mention is made of the introduction of cypresses but the WG advises against this to avoid subsequent possible problems with neighbours. All trees on site should be included in a revised TPO.
8. The proposed site layout (Dwg 445.07) indicates an extension to the curtilage of Southbourne into the garden of the hotel's current grounds. There is no change of use application included for this. A new boundary line (north to south) is indicated but it is unsure whether the fencing will also need permission. If there is a shortage of "on site" parking for the new dwellings perhaps some of this garden area could be utilised. It is also noted that spaces to the west of parking space 17 do not appear within the area of the site under consideration.
9. Small housing units are in demand and the proposals could answer some of this need but the apartments would need to be 'affordable'.
10. The previously permitted development of Southbourne has restricted some of the potential of this site.

Cllr Westbury asked whether the proposed development has the same floor area. Cllr Todd stated that the footprint of the hotel remained the same. Cllr Squires questioned the term "affordable" in terms of the 2 and 1 bedroom units. Cllr Rollason asked about the reasons given for closing the hotel and was informed about the submission provided to CDC. Cllr Privett considered that 12 dwellings was a significant increase on the previously agreed permission of three. Cllr Todd stated that the previous planning application for 2 four bedroom houses and one seven bedroom had lapsed. Cllr Alton noted that the term "affordable" housing was open to interpretation. It was then suggested that caveats be used to move the planning forward but following further discussions it was considered that the very nature of the caveats meant that the planning application was not acceptable and should therefore be rejected for the following three main objections. Firstly, that the site was being overdeveloped. Secondly, there was not enough parking, and thirdly the neighbours being affected by the overhanging extension. Cllr Todd also raised the issue of tree preservation orders being made on the trees on site. The proposal to object was unanimously agreed.

08/00603/LB – 3, Hudson Street, Deddington

Single storey rear extension to provide kitchen/breakfast room, utility room and shower room. Adding to previous extension. No objection.

08/00716/OUT – Heyford Park, Camp Road, Upper Heyford

OUTLINE application for a new settlement of 1175 dwellings, together with associated works and facilities. Cllr Flux asked that it be recorded that a medical service would be required otherwise a further strain would be put onto Deddington parish's resource.

08/00789/F – 2, Murdock Close, Deddington

Amendment to 07/02439 reported as granted at last PC meeting. Insert 2 velux roof lights into extension under construction. No objection but condition relating to obscured glazing and limited opening of windows suggested to avoid overlooking.

Permissions granted

07/02703/F - Castle Dene, Castle Street, Deddington

	<p>08/00094/LB – The Old Bakery, Market Place, Deddington 08/00135/LB - Peartree Cottage, St. Thomas Street, Deddington 08/00194/LB – 5, Philcote Street, Deddington 08/00259/F & 08/00260/LB – Applewood, Castle Street, Deddington 08/00427/TCA – Cornerways, Chapel Square, Deddington</p> <p>Appeals APP/C3105/A/08/2069312 – Heyford Park, Camp Road, Upper Heyford</p> <ol style="list-style-type: none"> Outline for new settlement of 1075 dwellings, community facilities, school, etc. Conservation area application for demolition of various buildings on site. <p>Other matters CDC – Upper Heyford Base Planning Forum. Meeting held on Wednesday 16 April. South East England Regional Assembly – Regional Housing Board. A copy of SEERA’s Housing Strategy 2008-2011 for Central (not north) Oxfordshire is in the office. Car Valeting in Earls Lane Letter sent to CDC drawing attention to this (copied to OCC). Mr. Cowland (CDC) has reported to Clerk that he found no trace of it. KS Professional Car Valeting proprietor has written to Cllrs. Privett and Todd advising them that the business is now operating at Home Farm Works, Clifton Road, Deddington. West Oxfordshire District Council WODC has notified the PC of the publication of its Local Development Framework (LDF) Issues and Options Consultation document.</p>
054/08	<p>Highways Working Group (HWG)</p> <ol style="list-style-type: none"> Line Painting and Cats Eyes on the A4260 have been actioned. Arrows have not yet been done so Clerk will monitor. If not done by end April OCC will be contacted and asked when they will be reinstated. New Street/High Street Crossing Point – Cllr Rudge to get feedback from residents re possible crossing at lower end of New Street and to also take into account the proposed Holcombe Hotel development. Hempton Pinch Point – awaiting response from OCC, Clerk to chase shortly. Clifton Flooding – HWG will monitor the defective drain that has been identified. Earls Lane – Letter sent to Cllr Ian Hudspeth about the possibility of Herringbone Parking – this being the only real way to increase the amount of vehicles that could use the proposed area. Receipt of letter acknowledged, awaiting response. Parking in the Village – HWG to divide up old research (2000/1) at next meeting. Mobile Speed Cameras – Police have been undertaking random checks. More scheduled within the Parish as confirmed by PC Doyle to the Parish Clerk. <p>Correspondence and other matters arising since Working Group Meeting:</p> <ul style="list-style-type: none"> Valeting Services in Earls Lane – Response from owner of business, site in Earls Lane is only office use and all work is undertaken at Home Farm Works, Clifton Rd. Hedge outside No 2 Gaveston Gardens – ownership confirmed. Tree outside Pumpyard House, New St – being chased. Millennium Tree – due to be delivered in this week (a disease resistant Chestnut). Other replacement tree will be planted in line with general re-planting programme hopefully within the next month Parking on Verges - the issue of parking on the grass verges throughout the village was raised with particular reference to New Street. It was deemed illegal to park on the verge given the central double white lines. OCC Highways will be contacted to ask for advise/help in tackling the problem. Cllr Ince questioned if this is something that the Community Officers should be responding to. Update on Dangerous Bend - Cllr Todd asked for the progress on the dangerous bend between Aynho and Souldern. The Clerk to contact South Northamptonshire Council and notify them that the warning lights for the bend are not always in working order. Also the reflective strip on the crash barrier has come off.
055/08	<p>Environment and Recreation Working Group</p> <ol style="list-style-type: none"> Teen Scene Log Seating – Cllr Spencer has obtained a quote for three log seating 8’ long and 3’ diameter to be delivered, craned off and cut. Total cost would be £225 plus VAT. This is within budget and was unanimously approved. Football goalpost – Cllr Flux was asked by local children if the goalpost and net could be reinstated. Cllr Squires to investigate. Teen Scene signage – Cllr Squires sought professional advice and reported that one sign saying “do not swing on the basketball hoop” is needed to meet Health & Safety requirements. It was debated whether a lottery funding sign should be incorporated.

	<ol style="list-style-type: none"> 4) Teen Scene Grass edging – Cllr Squires has been advised that whilst the grass may look slightly scrappy now the area will bed down over the summer. Grassing over should then be considered in the autumn. 5) Muga sides – Cllr Flux asked whether “sides” should be installed on the footpath side to avoid users being hit by balls. Cllr Squires suggested that this would spoil the overall look and that Roger Davis did identify a need for this. Therefore the situation will be monitored. 6) Teen scene official opening – the opening on be set for Sunday 18th May. It was unanimously agreed that the children that originally helped with the survey should be invited to open it. The Clerk will notify invitees about the walk taking place that day. 7) Hens on allotments - an allotment holder has asked if he can keep hens on his allotment. After consultation with the RSPCA it was recommended that stringent rules have to be adhered to, namely that the hens have to be kept humanely, no cockerels were allowed and any dead birds had to be disposed according to DEFRA guidelines. Any requirement for artificial light may be difficult to meet on the allotments. Cllr Squires to contact him. 8) Allotment Association – Cllr Todd asked Cllr Westbury whether there is a target date for setting up the proposed association. No date has been set as the levels of responsibility of the PC and the allotment holders had yet to be agreed. 9) Cricket Club – Cllr Flux reported on a site meeting held with the cricket club and Design Gro. Cllr Rollason will talk to the Colts about maintenance of their pitches. All stakeholders will work together to improve the pitches this year.
056/08	<p>Finance & General Purposes Working Group</p> <ol style="list-style-type: none"> 1. Cash Flow. PC members have been sent a copy of the Cash Flow summary. 2. External Auditor. Audit Commission has confirmed the appointment of BDO Stoy Hayward LLP as external auditor to this PC for period 2008/2009 – 2011/2012. 3. Annual Audit 2007/2008. The external auditors have forwarded the necessary papers to enable the procedure to commence. 4. Cherwell DC Legal Services. A letter detailing their services has been received. Cllr Anderson mentioned that there may be something that they can help the PC with. 5. Interest - £19,123 interest was received from the West Bromwich Building Society - an increase of £4k on the last financial year. 6. CCTV Upgrade – this is set to come within the agreed budget. 7. Fire proof safe – this will also come under budget. 8. 2 Year Fixed Bond - the Birmingham Midshires bond is up for renewal/review in June. The F&PG to follow investment strategy. There was discussion regarding protection of accounts - the government £35k protection is not valid for the PC savings.
057/08	<p>Special Projects</p> <p>Floral Enhancement.</p> <ol style="list-style-type: none"> 1. Town Hall hanging baskets – Cllr Ince proposed that four additional baskets be added to the west side of the town hall. The watering system can be extended at no cost and there are sufficient spare brackets. It was then asked that Cllr Todd liaise with the farmers market to see if they would be prepared to sponsor the baskets again this year. Cllr Todd stated he thought it was unlikely. Cllr Ince proposed that the PC fund baskets up to a value of £250 (for 10 baskets) if sponsorship cannot be secured. Cllr Rudge seconded the motion and it was unanimously agreed. 2. Library hanging baskets – the PC has been asked to provide three hanging baskets for the library. No watering system is in place but two of the baskets would be in shade for the majority of the day. Cllr Ince proposed that the PC supply the baskets on the understanding that the library staff would be responsible for their watering. This was seconded by Cllr Squires and unanimously agreed. 3. War Memorial – Cllr Ince requested £10 towards tidying up the plants around the war memorial. This was seconded by Cllr Squires and unanimously agreed. 4. Parish Planters – there are eight parish planters at the entrances to the villages. It was proposed that they be emptied and replanted. Cllr Todd noted that the planter on the right hand side of the A4260 as you head south from Deddington is unseen by traffic and potentially dangerous to maintain. It was agreed that this one be emptied then weed fabric and gravel be used to tidy it up. Cllr Todd was concerned that the expenditure may not have been budgeted for but Cllr Anderson drew attention to Cllr Woods suggestion that some items of expenditure should be agreed as and when necessary. Cllrs Spencer said that the planters needed doing in order to keep the parish looking nice and Cllr Flux added that they contributed to the Village of the Year entry. The £185 requested for the planters was then formally proposed by Cllr Ince, seconded by Cllr Spencer and unanimously agreed. <p>CCTV upgrading. The upgrade has now been installed and is fully operational. Cllr</p>

	<p>Squires asked whether more laminated signs were required. Cllr Ince and Anderson to liaise regarding potential data protection issues.</p> <p>OCC and CDC Reporting: Cllr Ince informed the Pc that Duns Tew PC include a standard agenda item for a brief update from OCC and CDC Cllrs and asked if this would be useful for Deddington Parish Council. District Councillor O'Sullivan supported this idea and it was agreed that it would be trialled.</p> <p>Parish Council website entry: Cllr Ince considered that this should be updated and will liaise with Cllr Anderson about this. He mentioned that the Steeple Aston website includes photographs of the parish councillors thereby making them easily recognisable to residents. It was agreed that those happy to have their photograph included provide one for the Deddington web site.</p>																								
058/08	<p>Report upon the Play Areas</p> <p>The stewards are keeping on top of the maintenance of the play areas. The gate into the Clifton play area has been re-aligned.</p>																								
059/08	<p>Village of the Year Competition</p> <p>Cllr Flux reported that the number of villages entering this free competition has declined by approximately 20 from 60 to 40 over the past few years. Cllr Flux would like to hand over administration of the competition. Cllr Ince suggested that the Parish Council Chairman should be responsible for this. It was agreed that there should be joint responsibility between Cllr Flux and the Chairman for this year's entry.</p>																								
060/08	<p>Invoices for Payment</p> <p>A schedule of invoices totalling £36,403.81 were tabled and approved for payment.</p>																								
061/08	<p>Investment of Council Funds</p> <p>At the close of business on 16th April 2008 the balances were as follows:</p> <table border="1"> <thead> <tr> <th>ACCOUNT</th> <th>BALANCE</th> <th>INTEREST</th> <th>NOTICE</th> </tr> </thead> <tbody> <tr> <td>Barclays Current Acct</td> <td>759.29</td> <td>0.1%</td> <td>Instant</td> </tr> <tr> <td>Barclays Imprest Acct</td> <td>36,841.31</td> <td>0.1%</td> <td>Instant</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>353,270.48</td> <td>5.45%</td> <td>Overnight</td> </tr> <tr> <td>Birmingham Midshires</td> <td>200,000.00</td> <td>5.13%</td> <td>Fixed Bond</td> </tr> <tr> <td>TOTAL</td> <td>590,871.08</td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Current Acct	759.29	0.1%	Instant	Barclays Imprest Acct	36,841.31	0.1%	Instant	W. Bromwich Building Soc.	353,270.48	5.45%	Overnight	Birmingham Midshires	200,000.00	5.13%	Fixed Bond	TOTAL	590,871.08		
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062/08	<p>Correspondence</p> <ul style="list-style-type: none"> Cllr Flux drew the council's attention to a copy of a letter from Tony Baldry to Andrea Young regarding the Horton. He stated that despite the proposal that service should be kept at the Horton the battle was not over. Blood Donors – more enrolment forms are required. The Clerk to liaise with blood donor representative about getting more information at the farmers market. Anne Hunsley had requested more information regarding this year's litter pick as the children would like to be involved. This information has been passed on. 																								
063/08	<p>AOB</p> <ul style="list-style-type: none"> Discussion and amendments were made to Cllr Squire's draft Parish Council newsletter for inclusion in the Deddington News. Cllr Squires has tendered his resignation as the parish council chair. The next meeting to be held on 21 May will require proposals for the position and once seconded there will be a short presentation of 4-5 minutes followed by a paper vote. Nominations to be tendered at the meeting. Max would like an old push along mower to use for his work. Cllr Squires will check as he may have one at home otherwise we will advertise in the post office for one. 																								
064/08	<p>Next Meeting</p> <p>The next meeting of the Parish Council will take place on Wednesday 21 May 2008 at 7.30pm in Deddington Town Hall.</p>																								