

DEDDINGTON PARISH COUNCIL
Minutes of the Parish Council meeting held in The Old School Room, Hempton on
Wednesday 18 April 2018 at 7.30pm

Present: Cllrs A Collins, M Cox, J Finnigan, J Eames, H Oldfield, S O'Neill, J Reeve, M Squires, T Timms, J Watts (from minute 74/18) and B Wood (Vice Chair who chaired this meeting in the absence of Cllr D Rogers).

Also in attendance: District Cllr B Williams, County Cllr A Fatemian a Deddington News representative and the Chair of the Windmill Development Working Group.

69/18	Apologies: Cllrs D Anderson (Vice Chair) and D Rogers (Chair)
70/18	Declarations of Interest: There were no pecuniary or general interests notified to the meeting.
71/18	Minutes: Cllr S O'Neill proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous by those in attendance) that the minutes of 21 March 2018 were approved as a true record of the meeting. The Chairman then signed the minutes.
72/18	Matters arising from the minutes and not referred to later on the Agenda: <ol style="list-style-type: none"> 1. The consultation about the library opening hours has been extended until 11th May 2018. 2. The proposed new pharmacy on Hudson Street was discussed. This proposal has been put forward by the same people who have previously applied to open a pharmacy in Deddington. A planning application has yet to be received by the Parish Council for formal consideration. 3. The PC approved that Martin Squires, as an individual, should advertise the council vacancy to try and get fresh blood onto the PC.
73/18	10 Minute Open Forum: None.
74/18	County and District Councillor updates: <ol style="list-style-type: none"> i. Report from County Cllr A Fatemian: Received and noted (report available on-line). The following were the key points <ol style="list-style-type: none"> a. There is currently a long list of highways issued which an OCC officer will be contacting the PC about. <p>Cllr J Watts joined the meeting at this point.</p> <ol style="list-style-type: none"> b. A full resurfacing of the A4260 is due. c. All road closures arising from new David Wilson development have now been completed. When the new Toucan crossing is installed in Deddington it should not require a road closure at the traffic lights. Cllr Fatemian will confirm. d. The Parish Clerk is still awaiting the map that relates to the Pear Tree permissions granted by OCC. Cllr Fatemian will follow this up. e. Cllr Fatemian is going to thank the team at the Deddington depot for their work. Between November and the end of March gritters were sent out on 76 occasions, compared to 45 in 2016/17. Snowploughs were fitted to the gritters four times – something that had not been needed in Oxfordshire since 2012/13. A total of over 16,000 tonnes of salt were used. f. The pediatric service will continue at the Horton Hospital. g. The road damage arising from HGV's diverting due to new developments was discussed. OCC are investigating whether routing agreements might be introduced in future. If these were flouted it may be possible for OCC to use the associated bonds to cover road wear and tear. <p>Cllr S O'Neill left the meeting at this stage.</p> <ol style="list-style-type: none"> h. It was noted that the Deddington Neighbourhood Plan was requesting more open disclosure at the planning stage. <p>Cllr S O'Neill rejoined the meeting at this stage.</p> ii. Report from District Cllr B Williams: (report available on line). He noted the recent, unexpected death of Cllr Jolanta Liss who had been a CDC Cllr since 2016 and former Bicester Mayor.
75/18	Windmill Centre Redevelopment Working Group: The Council received and considered the monthly report from the working group. Children's Play Area and Woodland Trail: Jeremy Sacha from Sacha Barnes Associates has met the group and started work on the project. The first priority will be to produce a Master Plan of the entire scheme. New MUGA: The information posted on the Government Contracts Finder web site has stimulated interest from various companies who will be sent the tender information when it becomes available. The Clerk will advertise the tender opportunity in the Banbury Guardian as required by the Councils Standing Orders. An application for a Certificate of lawfulness of Existing Use or Development has been submitted to CDC in order to ensure compliance with the General Permitted Development Order. All Weather Court: The orders for the new AWC lighting and fencing have been placed. Windmill Centre Building Upgrade: The group is currently examining current and projected future use of the centre. All users will be asked what they would like at the Windmill Centre going forwards and this will then be compared with the earlier wish-list of features, based on the Parish Questionnaire/Neighbourhood Plan. Bat Emergence Survey: The order has been placed for the bat emergence survey that is required for the Bowls Club Pavilion. This will be undertaken between May and October 2018.
76/18	Planning Matters. <ol style="list-style-type: none"> (i) Planning Application. The following planning application was received and considered; Ref: 18/00479/ADV: Deddington Vets heritage House, Walnut Tree Workshops, St Thomas Street, Deddington - 1 no. aluminium composite panel 750 x 1150mm, 1 no. aluminium composite panel 600 x 1150mm. Replace existing signage to building at the rear of Walnut Tree Workshops, with larger signage

in the same positions on the building. Cllr S O'Neill proposed, Cllr J Eames seconded the motion and the Council **RESOLVED** (unanimous) that it has no objection.

Approvals:

Ref: 18/00047/TCA – 3 Castle End, Castle Street, Deddington.

Ref: 18/00083/F – The Annexe Adjacent to No.3 Holly Tree Cottages, Earls Lane, Deddington.

Ref: 18/00109/F – Orchard House, Chapel Close, Clifton.

Ref: 18/00149/F & 150/LB – Quinque House, New Street, Deddington

Ref: 18/00165/F – Ashcroft House, Hudson Street, Deddington

Ref: 17/02278/REM – Land to Rear of The Chestnuts, Clifton

Correspondence –

Ref: 18/00098/F & 99/LB – Park Farm Agricultural Barn, New Street, Deddington: Conversion of existing barn & associated out-building/stables to residential use. This application has been called into CDC Planning Committee Meeting for decision on 12th April 2018.

Correspondence. Notification from NHS England that Rushport Advisory LLP intends to provide pharmaceutical services from The Studio, Hudson Street, Deddington, OX15 0SW.

- (ii) **OCC Ref: R3.0069/17 & CDC ref: 17/01941 – OCC Depot: OS Parcel6200 Adjacent & East of Hill Barn & Banbury Road, Deddington. Erection of a salt barn and provision of wash down facility.**

Late last year the PC received a pre-application by OCC to build a Salt Barn on the North side of the OCC yard on the Banbury Road. At the time, and with the information provided, it didn't appear to be a problem. However, the PC has recently become aware, that despite no neighbours being shown as consultees on the OCC planning portal, the residents living in a neighbouring property had been consulted and were unhappy with the proposal. This only became apparent once the final report was published online by OCC giving approval to the application. Cllr O'Neill met with the residents last week and discussed their objections, mostly based around noise, but there were others: light pollution, the industrial aesthetics that will be very prominent to them as opposed to the open field etc. Noise is the biggest issue as this will be ongoing and very disturbing at night, which is when the gritters tend to be in/out most. While the application has already been determined, the outstanding matter is the noise survey. Cllr S O'Neill proposed and the Council **RESOLVED** that a letter be sent to OCC and CDC asking that they ensure that the residents are listened to and the noise issue is dealt with appropriately.

- (iii) **Deddington S106 Contributions Request List**

Cllr S O'Neill asked that the Holly Tree Club and Deddington Housing Association be added to the Deddington S106 Contributions Request List. Discussion followed about a) Affordable Housing, in particular the lack of affordable bungalows, and b) the possible effect of adding the Holly Tree Club to the list might have on future S106 funding allocations to the Windmill Centre. The Council decided to consider the two items separately. Cllr S O'Neill proposed, Cllr J Finnigan seconded the motion and the Council **RESOLVED** (6 votes for, 2 against and 4 abstentions) that The Holly Tree Club be added to the Deddington S106 Contributions Request List. Cllr S O'Neill proposed, Cllr M Cox seconded the motion and the Council **RESOLVED** (5 votes for, 2 votes against and 5 abstentions) that the Deddington Housing Association be added to the Deddington S106 Contributions Request List.

77/18

Finance & General Purposes.

1. **Windmill issues** – Agenda Items 12 & 13 were also taken at this point.

i) **Windmill roof:** The existing roof leaks and so needs urgently needs replacing. The new roof will sit on top of the existing roof. The Chairman of the Windmill Centre Management Committee has obtained 3 quotes and recommended a quote of £34,700 from a local company for the installation of a new roof plus an additional £750 for the removal and reinstatement of the solar panels. The Clerk reminded the Council that this opportunity should be advertised on the Government Contracts Finder web site. The Council agreed to do this and will specify a 2-week response deadline. The Clerk will confirm with CDC whether planning permission will be required.

Cllr B Wood proposed, Cllr H Oldfield seconded the motion and the Council **RESOLVED** (11 votes for and 1 abstention) that the Council approves £34,700 in principle for the roof repair.

ii) **Windmill Centre lease.** A quote for £1,550.00 from local solicitors for the preparation of a new Windmill Centre lease was received and considered. Discussion followed during which a Cllr asked that this include a definition of what would be classified as routine repairs and maintenance, which the WCMC would be responsible for, and what the PC would be responsible for. The management of the All Weather Court (AWC) will not be included within the lease. For VAT reasons the PC will pay for a new fence etc. but will no longer receive the income. A Cllr suggested that this should be a quid pro quo arrangement with the PC office rent. Another Cllr suggested that everything other than the play areas should be the responsibility of the WCMC. It was noted that the WCMC wants the WC to be self-sufficient. The WCMC Chairman has been asked to produce a plan for financing the maintenance of the sports fields for the PC to consider. Cllr J Watts proposed, Cllr M Squires seconded the motion and the Council **RESOLVED** (11 votes for and 1 abstention) that £1,550.00 be spent with Bretherton's to update the Windmill Centre Lease.

2. **Bank Accounts:** Reconciled and agreed. The main items of expenditure and income were noted.

	<p>The two new play installations completed by Proludic and Streetscape both require some minor snagging identified by the ROSPA inspector. The Council agreed that it will retain 2.5% of the total cost until the work has been rectified. These amounts will be shown as creditors in the annual accounts.</p> <p>3. Major Expenditure Plan will be brought up to date.</p> <p>4. Investments.</p> <p>a) The Skipton bond should not have been shown on the investments list as the cheque had not been presented at 31st March.</p> <p>b) United Trust Bank: Cllr H Oldfield proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) that this bond be rolled over at 1.6%.</p> <p>c) Cambridge and Counties: Cllr H Oldfield proposed, Cllr J Watts seconded the motion and the Council RESOLVED (unanimous) that this bond be rolled over at 1.3%</p> <p>5. Holly Tree. The Holly Tree Management Committee gave the Council a detailed proposal as to how the £100k grant should be called down from the PC as the development proceeds. The F&GP has reviewed this proposal and considers this to be satisfactory.</p>																																																		
78/18	The Invoices for Payment. The Council RESOLVED (unanimous) that the invoices listed for payment on 18 April 2018, totalling £3,349.45 were approved for payment.																																																		
79/18	<p>Report upon the investment of the Parish Council's Funds as at 31 March 2018.</p> <table border="1"> <thead> <tr> <th>Account</th> <th>Balance</th> <th>Interest</th> <th>Notice</th> <th>Valid Until</th> </tr> </thead> <tbody> <tr> <td>Imprest</td> <td>2,515.55</td> <td>0.1%</td> <td>Imprest</td> <td></td> </tr> <tr> <td>Current</td> <td>327,940.76</td> <td>0.1%</td> <td>Current</td> <td></td> </tr> <tr> <td>Nationwide</td> <td>132,899.92</td> <td>0.75%</td> <td>1 Yr Fixed</td> <td>Mid Nov 2018</td> </tr> <tr> <td>Nationwide</td> <td>82,103.54</td> <td>0.75%</td> <td>1 Yr Fixed</td> <td>Mid July 2018</td> </tr> <tr> <td>Hampshire TB</td> <td>77,449.88</td> <td>1.3%</td> <td>1 Yr Fixed</td> <td>Mid Dec 2018</td> </tr> <tr> <td>Cambridge & Counties Bank</td> <td>85,000.00</td> <td>1.1%</td> <td>1 Yr Fixed</td> <td>Early April 2018</td> </tr> <tr> <td>United Trust</td> <td>85,000.00</td> <td>1.35%</td> <td>1 Yr Fixed</td> <td>Mid-April 2018</td> </tr> <tr> <td>Skipton BS</td> <td>85,000.00</td> <td>1.0%</td> <td>1 Yr Fixed</td> <td>March 2019</td> </tr> <tr> <td>Total</td> <td>877,909.65</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Account	Balance	Interest	Notice	Valid Until	Imprest	2,515.55	0.1%	Imprest		Current	327,940.76	0.1%	Current		Nationwide	132,899.92	0.75%	1 Yr Fixed	Mid Nov 2018	Nationwide	82,103.54	0.75%	1 Yr Fixed	Mid July 2018	Hampshire TB	77,449.88	1.3%	1 Yr Fixed	Mid Dec 2018	Cambridge & Counties Bank	85,000.00	1.1%	1 Yr Fixed	Early April 2018	United Trust	85,000.00	1.35%	1 Yr Fixed	Mid-April 2018	Skipton BS	85,000.00	1.0%	1 Yr Fixed	March 2019	Total	877,909.65			
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80/18	Updating the Windmill Centre Lease – Cllr H Oldfield. See F&GP 1.ii)																																																		
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82/18	<p>Environment and Recreation.</p> <p>1) Bark - original supplier unable to deliver directly onto site. The Council RESOLVED to spend £370 on T Fox moving the bark onto site & spreading it.</p> <p>2) Wimborn Close Play Area – the ROSPA inspector has identified some snagging issues at the new installation that need rectifying before supplier is paid in full. The Clerk has reminded Streetscape.</p> <p>3) Clifton Play Area – There are a few minor snagging issues that need rectifying before the contractor is paid in full. The Clerk has reminded Proludic. The Clerk will obtain a quote to cut and roll area following the completion of the installation. The Council RESOLVED a maximum budget of £1,000 for this work. Cllr Collins will ask local residents if they would be prepared to cut and maintain grass on the site between the official cuts.</p> <p>4) Weed Spraying – Cllr J Watts proposed, Cllr M Squires seconded the motion and the Council RESOLVED that Weed Control (Home Counties) be engaged to undertake the parish weed spraying as usual. The Clerk has confirmed that the path through the Gaveston Gardens green has been included on this year's list and will be weed killed at same time as the other parish areas.</p> <p>5) Deddington Circular Walk - CDC requested volunteers to install new gate (replace stile) at Deddington end of N Clifton loop. The E&R Working Group is of the opinion that this is landowner's responsibility and had concerns over potential liability on volunteers re safety of installation and subsequent use. The Council accepted this recommendation. The Clerk will inform CDC.</p> <p>6) The annual litter pick will take place Sat 21st April. Cllr A Collins is coordinating the Clifton volunteers.</p> <p>7) David Wilson Homes – The Clerk will pass DWH the complaint from a new resident about litter on site. Cllr Watts will invite the resident to join the annual litter pick.</p> <p>8) Speed watch. The Clerk circulated information that confirmed that volunteers are covered by the PC insurance policy. A risk assessment for this activity has already been done by the H&T WG. Cllr M Squires will obtain quotes for new signs.</p> <p>9) Teen Shelter - groundworks not yet removed so the Clerk has chased the contractor.</p> <p>10) Path between WMC & Cemetery. The Clerk will ask the steward to trim this area before spring growth closes this route again and to check it monthly during the summer.</p> <p>11) Duty of Care Tree Safety Survey of the Hempton Road cemetery. This needs to be performed periodically. Cllr J Watts proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED that the Council engage Nicholson's Nursery to carry out a site assessment, and prepare a report, schedule and plan at a cost of £300 plus VAT.</p>																																																		
83/18	<p>Highways and Transport. The report from the H&TWG was received and considered.</p> <p>Grass verge. New St High St. Cllrs undertook a site visit with the householder on 15th April 2018. The householder had not appreciated that the area in question was already hard standing and used to have a caravan parked on it. The tarmac drive allowed access to the garage for this property hence the dropped kerb in front of the area in question. The garage has since been converted into downstairs accommodation. The family appeared happy to fund cleaning up the area but were informed that they would need OCC approval for any works carried out. This matter was reported to OCC when the resident contacted the PC and OCC has been out to see the site. OCC has confirmed that further maintenance does not currently meet their criteria.</p>																																																		

	<p>Pot holes and Temporary Lights. A resident has emailed the PC and OCC about the pot holes in the parish, particularly in the area of Hopcraft Lane, and the road damage that has resulted from the traffic that was re-routed when there were temporary traffic lights at the crossroads in Deddington. The Council discussed whether there were any lessons to be learnt for the future and whether anything should be added to the Neighbourhood Plan.</p> <p>Flooded Road On 2nd April 2018 the flooding of the road from Hempton to Barford due to blocked drains was reported as an urgent action to OCC Highways. Cllr Watts confirmed that this had now been fixed.</p> <p>Meeting to discuss re-locating the Wheelie Bins at the Town Hall: This will take place with an officer from OCC on 2nd May.</p> <p>Transport</p> <p>S4 Half Hourly Bus Service – There are fears that half hourly service may be coming to an end.</p> <p>Bus services during Deddy CarFest – The CarFest organiser will put something in the June edition of Deddington News to notify residents of any changes to the usual bus service.</p>
84/18	Neighbourhood Planning Group. The review process will be an agenda item for the PC meeting in May.
85/18	Update from Parish Council Representatives. NAG – the next meeting will be on 30 th April and the Area Commander will be back by then.
86/18	Annual Parish Meeting. This will be at 7.30pm in the Windmill Centre on Wednesday 9 th May. An officer from the CDC planning department will attend. Cllr M Cox will also give advice about how to deal with the annual problem of the Blandford Fly and how to treat its very nasty bites.
87/18	Correspondence: The Clerk will ask CDC to confirm the current number of electors in the parish.
88/18	Any Other Points - No decisions can be taken under this agenda item: The Deddington Parish Council election has been uncontested. 12 seats have been filled so there are currently two vacancies to be filled through co-option at the May meeting. The Clerk will put up vacancy notices advertising the vacancies. Cllr Finnigan noted that this was his last meeting as he has not stood for re-election. The Council thanked him for his work whilst a Cllr.
89/18	Date of the Next Meeting: The next meeting of the Parish Council will take place on Wednesday 16 May 2018 at 7.30pm in the Windmill Centre, Deddington immediately after the Annual Parish Council Meeting.
	The meeting closed at 21.15pm