

DEDDINGTON PARISH COUNCIL
Minutes of the Parish Council meeting held via Skype
at 7:30pm on Wednesday 28 April 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:** District Cllr B Williams, a Deddington News representative and three members of public.

69/21	Apologies: Cllr J Reeve and County Cllr A Fatemian														
70/21	Election of Chairman. Cllr M Robinson proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) that Cllr D Rogers be appointed the Chair of the Parish Council. He signed his Acceptance of Office in the presence of the Proper Officer (Clerk).														
71/21	Election of Vice Chairman. Cllr J Watts proposed, Cllr M Squires seconded the motion and the Council RESOLVED (unanimous) that Cllr H Oldfield be appointed the Vice Chairman of the Parish Council. She signed her Acceptance of Office in the presence of the Proper Officer (Clerk).														
72/21	<p>Working Group Structure for 20/21 Cllr D Rogers proposed, Cllr M Robinson seconded the motion and the Council RESOLVED (unanimous) to continue with current working groups membership. Cllr D Rogers asked that each working group elect a Chair when they next meet.</p> <p>Finance and General Purposes (F&GP) Cllr D Rogers (Chair), Cllrs H Oldfield, M Robinson, C Snashall and M Swadling</p> <p>Highways and Transport Working Group (H&T). Highways Cllrs M Cox (Chair), Cllrs A Collins and J Higham and Transport Cllr H Oldfield (Chair)</p> <p>Environment and Recreation Working Group (E&R) Cllrs M Robinson (Chair), M Squires, T Timms and J Watts.</p> <p>Planning Cllrs S O'Neill (Chair), Cllrs J Eames, J Reeve and M Swadling.</p> <p>Large Development Working Group. Cllrs D Rogers (Chair), A Collins and H Oldfield.</p> <p>Emergency Planning Working Group. Cllrs D Rogers (Chair), A Collins, M Cox, J Higham, S O'Neill, M Swadling, J Watts and District Cllr B Williams.</p> <p>Neighbourhood Planning (NP). Environment Cllrs A Collins (Chair), M Cox. Sites. Cllrs A Collins (Chair) J Eames, H Oldfield, D Rogers and District Cllr B Williams</p>														
73/21	<p>To confirm members serving on external bodies. Cllr D Rogers proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) Cllrs to remain on current roles as detailed below.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">School Governors/Trustee</td> <td>Cllr A Collins</td> </tr> <tr> <td>Deddington Charities Estate (DCE)</td> <td>Cllrs M Cox and H Oldfield</td> </tr> <tr> <td>Friends of Castle Grounds (FOCG)</td> <td>Cllr J Reeve</td> </tr> <tr> <td>OALC Executive</td> <td>Cllrs M Cox and D Rogers</td> </tr> <tr> <td>Local strategic partnership (LSP)</td> <td>Cllr M Cox</td> </tr> <tr> <td>Friends of Deddington Library</td> <td>Cllr A Collins</td> </tr> <tr> <td>The Holly Tree Club</td> <td>Cllr S O'Neill</td> </tr> </table>	School Governors/Trustee	Cllr A Collins	Deddington Charities Estate (DCE)	Cllrs M Cox and H Oldfield	Friends of Castle Grounds (FOCG)	Cllr J Reeve	OALC Executive	Cllrs M Cox and D Rogers	Local strategic partnership (LSP)	Cllr M Cox	Friends of Deddington Library	Cllr A Collins	The Holly Tree Club	Cllr S O'Neill
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74/21	<p>To appoint the following Professional bodies and advisors</p> <p>a) Internal Auditor. Cllr H Oldfield proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (unanimous) to appoint IAC Audit and Consultancy Ltd.</p> <p>b) Insurers. Cllr H Oldfield proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (unanimous) to appoint Zurich at a cost of £2,528.03.</p>														
75/21	<p>To confirm the use of current Standing Orders and Financial Regulations. Cllr M Robinson proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) to confirm usage of current Standing Orders and Financial Regulations.</p>														
76/21	To note attendance for 2020/21. Noted.														
77/21	To confirm dates of meetings. Confirmed only the May and June meeting in F&GP below.														
78/21	April Monthly Meeting														

79/21	<p>Declarations of Interest</p> <p>Pecuniary Interest: Cllr S O'Neill 88/21 Planning b) 20/02083/OUT Land North of Hempton Road, West of Wimborn Close, Deddington, 89/21 Neighbourhood Planning, 90/21 Large Scale Development as a local land owner and did not take part in these sections of the meeting.</p> <p>General Interest: Cllr A Collins 88/21 Planning f) 21/000821/LB & 21/00820/F Bowler House, New Street, Deddington as he knows the applicant. Cllr J Eames 88/21 Planning f) 21/000821/LB & 21/00820/F Bowler House, New Street, Deddington as she knows the applicant. Cllr S O'Neill 88/21 Planning d) 21/00824/OUT Land Adj. to Allotment Duns Tew Road, Hempton, e) a21/00852/F & 21/00531/LB 5 New Street, Deddington f) 21/000821/LB & 21/00820/F Bowler House, New Street, Deddington g) 21/01013/F Wynford House, New Street, Deddington k) 21/01062/F 1 Market Place, Deddington as she knows the applicants Cllr D Rogers 88/21 Planning f) 21/000821/LB & 21/00820/F Bowler House, New Street, Deddington as he knows the applicant.</p>
80/21	<p>Minutes: Cllr M Swadling proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous by those in attendance) that the minutes of the meeting held on 17 March 2021 were a true record of the meeting with the following alterations 68/21 to date of next meeting to 28 April 2021.</p>
81/21	<p>Matters arising from the minutes and not referred to later on the Agenda: Cllr M Robinson provided more detail for the minute item 52/21. Whilst this was not part of the resolution made it was agreed to hold on file for background information for future reference but would not alter the minutes.</p>
82/21	<p>10 Minute Open Forum:</p> <ol style="list-style-type: none"> 1) A representative of Four Farms run addressed the Council to request permission to use the Castle Grounds site for the run on Sunday 12 September 2021. Cllr D Rogers proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (unanimous) that the event may take place. A request was made to the organisers that they inform the local PCSO as they may wish to attend. 2) A representative from the Windmill Management Committee attended to update the Council with their findings on the parishioners' views to the potential changes to lavatories at the Windmill. There was no response to a request for comments published in Deddington News but user groups consulted were in favour of option 2 (gender neutral). Whilst a decision could not be made at the Council meeting it was indicated that gender neutral toilets was the favoured option by a majority of those present. There would be further costs so will be brought back to the May meeting for a decision.
83/21	<p>County Cllr A Fatemian: None</p>
84/21	<p>District Cllr B Williams update: District Cllr B Williams had nothing to report during purdah. He was thanked for his support and financial assistance during the year.</p>
85/21	<p>Finance & General Purposes.</p> <ol style="list-style-type: none"> 1) Bank and Investments. Bank Reconciliation balances, Council funds total £651,793. 2) May parish council meetings. Cllr H Oldfield proposed, Cllr C Snashall second the motion and Council RESOLVED (eleven for and one against) to hold the May meeting on Thursday 6 May 2021 on Skype. If a face to face meeting is necessary Cllr M Squires kindly offered to take the minutes should the Clerk not be able to take them remotely. 3) June meeting 2021. Cllr H Oldfield proposed, Cllr C Snashall second the motion and Council RESOLVED (unanimous) to hold the meeting to Wednesday 23 June (venue to be confirmed). 4) Delegation of power to Clerk. Cllr H Oldfield proposed, Cllr C Snashall second the motion and Council RESOLVED (unanimous) that in consultation with members of F&GP the Clerk may make appropriate payments during May 2021.

- 5) **EA Lavatories.** Cllr C Snashall proposed, Cllr H Oldfield second the motion and Council **RESOLVED** (unanimous) that to meet the revised costs of £50,000 (£25,000 from OCC see below). If the grant application is unsuccessful the capital reserves will be used.
 - 6) **OCC legal agreement, £25,000.** Cllr J Higham proposed, Cllr T Timms seconded the motion and the Council **RESOLVED** (unanimous) to sign off the funding legal agreement.
 - 7) **High Street regeneration fund.** Cllr D Rogers proposed, Cllr T Timms second the motion and Council **RESOLVED** (unanimous) to make a grant application for £15,000 to High Street regeneration fund.
 - 8) **Anti-condensation measure for the container.** Cllr T Timms proposed, Cllr C Snashall seconded the motion and Council **RESOLVED** (unanimous) to spend up to £250 to resolve the issue.
 - 9) **Electrical supply for container.** Cllr T Timms proposed, Cllr H Oldfield seconded the motion and Council **RESOLVED** (unanimous) to spend up to £5,000 from reserves to get an electrical supply to the container.
 - 10) **United Trust Bank reinvestment.** Cllr C Snashall proposed, Cllr H Oldfield seconded the motion and Council **RESOLVED** (unanimous) to reinvest in a one-year bond at a rate of 0.75%.
 - 11) **ROSPA Inspections.** Cllr T Timms proposed, Cllr M Swadling seconded the motion and Council **RESOLVED** (unanimous) to annual inspection at a cost of £479.50 + VAT.
 - 12) **Transfer of monies.** Cllr D Rogers proposed, Cllr C Snashall seconded the motion and Council **RESOLVED** (unanimous) to move £80,000 from Barclays current account to Unity Bank.
- Cllr M Cox joined the meeting.**
- 13) **Remembrance Day.** Cllr S O'Neill proposed, Cllr M Swadling seconded the motion and Council **RESOLVED** (unanimous) to spend up to £1,000 on road closure associated costs up to £1,000.
 - 14) **ACV List.** Satin Lane Allotments is up for renewal. Clerk to send application form to Cllrs. Cllr C Snashall proposed, Cllr H Oldfield seconded the motion and the Council **RESOLVED** (twelve for and one abstention) that the Council reapply for a new ACV. It was noted that the Hempton Old School Room does not currently have an ACV. Cllr M Cox proposed, Cllr S O'Neill seconded the motion and the Council **RESOLVED** (unanimous) before proceeding it was decided that the Vicar and PCC should be informed. The item then to be on the agenda for the May meeting.
 - 15) **Four Farms Run at Castle Grounds.** See decision in 10-minute open forum (82/21).
 - 16) **PC purchase of reserved grave plot.** A family member has contacted the Clerk to see if they can sell there ERB to the Council as it is unwanted. Cllr C Snashall proposed, Cllr T Timms seconded the motion and the Council **RESOLVED** (unanimous) to repay the fee less a £25 administration fee on receipt of all siblings' agreement to the sale and agreement on whom would receive the monies.
 - 17) **Steward Equipment.** Cllr M Swadling proposed, Cllr T Timms seconded the motion and the Council **RESOLVED** (unanimous) that the Council purchase an angle grinder and associated safety equipment up to £100 after the Steward had read and accepted the risk assessment provided.
 - 18) **Hempton room flooring, Windmill.** A request has been received from Windmill Management Committee for monies to pay or put toward flooring for the Hempton room to make Covid safe. They requested it from the COMF fund. The Clerk is to check whether this fits the criteria the grant was given. To take forward to May 2021 meeting.

86/21 **Approval of Invoices.** Cllr J Eames proposed, Cllr S O'Neill seconded the motion and the Council **RESOLVED** (unanimous) that the invoices with a total of £140,596.70 were approved for payment. This figure included a transfer between accounts of £80,000. So total expenditure was £60,596.70.

87/21 **Report upon the investment of the Parish Council's Funds as at 31 March 2021.**

Account	Balance	Interest	Notice	Valid Until
Imprest	2,509.99			
Current*	110,930.65			
Unity **	27,690.40			
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
Total	651,793.14			

88/21	<p>Planning Report.</p> <p>Applications.</p> <p>a) 21/00724/DISC & 21/00723/DISC Featherton House, Chapel Square, Deddington. Discharge of condition 3 (windows). No comment was made.</p> <p>b) 20/02083/OUT Land North of Hempton Road, West of Wimborn Close, Deddington. Outline Erection of 14 two storey dwellings. No comment was made.</p> <p>c) 21/00796/LB Winmour, Philcote Street, Deddington. Replacement of front elevation windows. Cllr S O'Neill proposed, Cllr J Eames seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>d) 21/00824/OUT Land Adj. to Allotment Duns Tew Road, Hempton. Outline application for erection of three bed detached dwelling & associated works. Cllr S O'Neill proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (twelve for and one abstention) no objection to this application as have been assured by Footpath Officer and applicant that the footpath will not be obstructed during construction or thereafter.</p> <p>e) 21/00852/F & 21/00531/LB 5 New Street, Deddington. Retrospective application – replacement of three rear facing windows. Cllr S O'Neill proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (twelve for and one abstention) object to this application and defer the matter to the Conservation Officer.</p> <p>f) 21/000821/LB & 21/00820/F Bowler House, New Street, Deddington. Single storey rear extension. Cllr S O'Neill proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (eleven for and one abstention) no objection.</p> <p>g) 21/01013/F Wynford House, New Street, Deddington. Conversion of existing external store into Garden Office. Cllr S O'Neill proposed, Cllr J Eames seconded the motion and the Council RESOLVED (unanimous) no objection</p> <p>h) 21/01032/ADV 4 Market Place, Deddington. Illuminated fascia signs. Cllr J Eames proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (unanimous) no objection with the exception of the new illuminated replacement for current pay pal sign. Concerns raised over light pollution on neighbours. Consideration to be given to centrally locating the replacement sign.</p> <p>i) 21/01011/LB 2 St Thomas Street, Deddington. Replacement three modern wooden casements. Cllr S O'Neill proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>j) 21/01226/DISC Stone Pits, Hempton Road, Deddington. Discharge of conditions. No comment was made.</p> <p>k) 21/01062/F 1 Market Place, Deddington. Replacement of windows with white uPVC windows. Cllr S O'Neill proposed, Cllr J Eames seconded the motion and the Council RESOLVED (unanimous) objection to this application as all of the existing windows along the row of houses are wooden sash, there are no uPVC windows. They are an important character feature in the Market Place and the fenestrations should be preserved where possible.</p> <p>l) 21/01355/TCA Manor Farm., Hempton Road, Deddington. Tree works. Cllr S O'Neill proposed, Cllr J Eames seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>Approvals</p> <p>20/00597/TCA South Gate, Market Place, Deddington Tree works.</p> <p>21/00466/TCA Manor Farm, Hempton Road, Deddington. Tree works</p> <p>21/00080/F 59 St Johns Way, Hempton. Demolition of conservatory and garage and erection of rear and side single storey extension.</p> <p>Withdrawals</p> <p>21/00361/F Stonewall, Main Street, Clifton. Front porch extension and external works</p> <p>Refusals</p> <p>21/00043/F Greystones, Banbury Road, Deddington. Installation of a two-bay framed garage with adjoining log store in front left hand of plot.</p>
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89/21	Neighbourhood Planning. Cllr S O'Neill left the meeting. A housing needs assessment is underway.
90/21	Large Scale Developments Working Group. None.
91/21	Community Orchard – Cllr J Eames. Cllr S O'Neill returned to the meeting. DEN have made a TOE application and will find out if they are successful on 21 July 2021. A request for some areas to of Parish verges to be included in No Mow May will be brought to the May meeting.
92/21	Thames Water meeting re flooding in Clifton – next steps. Nothing to report
93/21	Environment and Recreation Working Group – Cllr M Robinson. A full report was received from Cllr M Robinson providing updates on numerous actions: <ol style="list-style-type: none"> 1. Path beyond MUGA. The path is sinking and Steelway have been asked to investigate and advise how to repair. 2. Container. Work needed to make the container a usable workshop for Gareth. Electrical supply. Cllr M Robinson proposed, Cllr T Timms seconded the motion and the Council RESOLVED (twelve for and one abstention) to accept quote for £4,398 to extend the electricity supply from the Lookout. Cllr M Swadling suggested asking if there was spare capacity on the cable for future sockets and lights. The remaining monies from the agreed £5,000 would go towards resolving the water supply to bowls tank issue and purchase timber for a workbench (£50). 3. Willow tunnel. Thanks were passed to Cllr T Timms for adding more whips and overseeing their watering. 4. EA toilets. Revised quotes sought due to refinement of the design. Three were submitted and were reviewed by members of the PC and WMC. The OCC legal agreement for a £25,000 grant has been received; stating the PC have two years to complete the project. Total cost now estimated at £50,000 including a £5,000 contingency. PC agreed earlier in principle to spend £35,000. If PC agrees to fund the difference, the Council will inform the selected contractor their quote is accepted subject to their getting planning permission. 5. Entrance gate. Installed and WMC content with the outcome. Reflective strips to be put across north facing side of gate. The contractor to add a combination padlock. 6. Cricket square repairs. DCC have been advised that the PC is happy for them to carry out remedial work on the cricket square using topsoil retained for that purpose. The PC will reimburse other agreed costs.
94/21	Highways and Transport <ol style="list-style-type: none"> 1. Hempton HGV concerns. Residents' have contacted the Council to register their concern regarding the speed and increase in volume of articulated lorries – some of which are carrying clay. Some drivers were ignoring the 30mph limit; the increased volume of lorries (recorded at every 6 minutes at one point) has seen an increase in the level of noise and deterioration of the road. There was some speculation about the haulage being used for something related to HS2. The Clerk to write to one haulage company identified and see if they have a contract for works resulting in the need to pass through the Parish. If so to ask if it is a short term or a long-term commitment. Copying in the letter to OCC and asking the elected County Cllr to investigate. Clerk to write to complainant to explain action taken. 2. EV points. Clerk to write to Paul Gambrall and thank him for his information and ask that Deddington is put on the reserve list for consideration of EV installation; DPC keen to be kept in the loop. It is concerning that the age of the wiring in the ground may not be able to support the installation of charging points. Can we also ask Paul Gambrall to inform DPC of any communication from SSE regarding this issue. 3. Clifton Road development. Cllr D Rogers to pursue exact details of the gateway agreed to for this development. At one point a peninsula was mentioned (Dec 2019). OCC officer Adam Barratt and the Developer Lee Griffin have been written to asking for a site visit. OCC have confirmed (22 April) there has been no S278 submission from the developer as yet. 4. Super Users. Cllrs M Swadling and J Watts have received their training. They have been very busy in this role. H&TWG thank them for their commitment. They were asked to circulate to all councillors their training programme.

	<p>5. Bollard outside hairdressers in Market Place. Has been repaired. A site meeting has been requested to consider a third bollard in this area to prevent this reoccurring.</p> <p>6. Crossing Grove Court. Cllr H Oldfield has written to the resident highlighting the issue to inform them of the actions taken. The resident has responded with their gratitude.</p> <p>7. Skip on New Street. Informed of vehicle damage. Working group to investigate conditions for placing skips on the highway.</p>
95/21	Remembrance Sunday – Cllr J Watts. Dealt with in F&&GP 85/21
96/21	<p>Update from the Parish Council Representatives.</p> <p>Library. The library is now open.</p> <p>Holly Tree Club. The works are due to complete next week. The ground works and car park will then be finished.</p> <p>Covid group. Have been stood down.</p> <p>OALC. Cllr D Rogers attended a meeting discussing Covid, obesity and healthy eating. Also planning for green spaces for physical and mental health.</p>
97/21	<p>Any other business.</p> <p>It was confirmed that the Old School room had an Non-Designated Heritage Assets applied to it rather than an ACV.</p>
98/21	Date of the next meeting: The next Parish Council meeting will take place on Thursday 6 May 2021 at 7.30pm via Skype. The meeting closed at 21:56 pm