

## DEDDINGTON PARISH COUNCIL

Minutes of the meeting held at The Town Hall on Wednesday, 19<sup>th</sup> December 2001 commencing at 7.30 pm

**Present:** Councillors Clinch (Chairman), Bell, Clarke, Mrs. Cox, Cosgrove, Mrs. Davies, Flux\*, Hart\*\*, Miss Hill, Newey, Mrs. Swash, Todd and Mrs. Walker.

\*present from the Recreation WG report onwards \*\*had to leave during Planning report

D. Councillor O'Sullivan, Jane Plummer (Clerk) and Janet Smith (Minute Secretary)

115/02 **Apologies**

Apologies for absence were received from Cllr. Haslam and C. Cllr. Matthews

116/02 **Minutes**

The minutes of the Meeting held on 21 November 2001 were approved as a true record and signed by the Chairman.

117/02 **Matters Arising**

98/02 Clerk confirmed that the plumbing work at the Town Hall has been completed.

Registration of Stonepits – Clerk awaiting a reply from Solicitor.

**Agreed that Clerk should contact Solicitor again.**

105/02(g) Clerk has spoken to S Bishop of CDC and he will advise which trees belong to PC before any lopping takes place. He will also advise on grant assistance.

113/02(b) Clerk confirmed that Mr. Gibbard supplied the gate. Advice has been received stating that the gates are made of green oak and, therefore, should not have been varnished.

**Agreed that Mr. Gibbard be asked to make good the gates.**

118/02 **Urgent Business**

Mr. David Blakey reported on the final accounts 2000/2001 copies of which were circulated at the meeting. An amendment was made to the Net Assets in the Balance Sheet, these totalled £555,166.58. A small reduction of the capital balance was reported. The Revenue Account showed a surplus of £5423.69, this was due mainly to more interest being earned than anticipated.

The Audit of the accounts will take place on 7 January 2002 at 9 am at Cherwell DC, Bodicote.

**Agreed that the Accounts presented be accepted.**

119/02 **Windmill Management Update**

Cllr. Hart reported as follows:

a) All new Trustees are in place.

b) The new Trust deed is in the hands of the Solicitors.

c) Confirmed that a letter has been sent to the Clerk of the PC detailing the responsibilities of the Management Committee as opposed to the Parish Council.

**Agreed that the Clerk will circulate a copy of this letter to all Councillors for information.**

120/02 **Recreation and Grants Working Group**

Cllr. Mrs. Swash reported as follows:

(a) Improved dog-fouling measures – missing sign has been found and, therefore, no further signs are needed.

(b) The BMX track plans are ongoing. Work is expected to start in spring 2002. The Group are seeking grant support from CDC and hope to be able to complete an application by end of January 2002.

(c) The goal for the Windmill Centre has been erected.

(d) English Heritage confirmed “Castle Grounds” sign would be re-instated. However, this will be

- allocated from their next budget (April 2002)
- (e) There was a disappointing turnout at the Golden Jubilee Planning meeting on the 10<sup>th</sup> December. Interested members of the parish agreed to progress the concert and school event. The WG to write to local clubs on the following issues seeking support: market for the Golden Jubilee; inter club sport event and street party.
  - (f) Grant forms from Bowls Club and Toddlers Group have been passed to Clerk for payment.
  - (g) Request from Thames Valley Air Ambulance for donation has been passed to F&GP.
  - (h) Deddington Pre School have submitted a grant application to provide a new fence, for safety reasons, around the school. Due to the cost of the work (over £4000) the Group is to contact CDC for details of grants.

**Agreed that the Clerk will acknowledge receipt of the application and also ascertain who is responsible for the fence.**

- (i) The Group assessed the potential for a teenager's shelter and two options are being progressed: order from a specialist company or local build. Quotes are expected before the January 2002 meeting.
- (j) The DCFC have been given the revised agreement but have not yet returned it. The potential of the Castle grounds pavilion has been initially knocked back by CDC Planners due to car parking and usage. It is proposed, due to the need to provide additional facilities in the parish, to arrange a meeting with DCFC and the PC to fully understand their needs. Then a meeting would be arranged with CDC and PC and DCFC to fully assess the needs and the issues before assessing other options. Date for the meeting is planned early in January 2002. Attendees are proposed from Planning, Windmill and Recreation Working Groups.

**Agreed that a suitable date for the meeting is arranged and English Heritage be approached for their views.**

#### 121/02 **Finance and General Purposes Working Group**

Cllr. Mrs. Davies reported as follows:

- a) The Working Group arranged a meeting to discuss the Parish Precept. This was held on Tuesday 11<sup>th</sup> December. The minutes of the meeting were circulated, a copy of which are filed with these minutes.

**The items agreed at the meeting were approved.**

- b) The Clerk requested an increase in the limit of the imprest account from £1,000 to £1,500. The Working Group recommended approval of this increase.

**Agreed that the imprest be increased to £1,500 and that the financial regulations be amended accordingly.**

- c) The Clerk has pointed out that as the "windfall" payment from the Bradford and Bingley Building Society has been received, the account could be closed and the remaining balance transferred to the West Bromwich Building Society where it will earn a higher rate of interest. The Group recommend giving the required 120 days notice to close the account. No interest will be lost if notice is given now.

**Agreed that the Clerk give notice to close the account with the Bradford and Bingley Building Society.**

- d) A third quote is to be obtained for the provision of Notice boards. Locations still to be confirmed.
- e) The Group agreed not to pursue the PC column in the Deddington News due to changes of Editor and the fact that there was not the necessity for a regular monthly bulletin. However, it was felt that Cllr. Newey should speak with the incoming Editor to garner opinion on the subject and hopefully gain his support for a PC column to be included when needed.
- f) The Group were intending to look at ways of improving the presentation of the minutes. The November minutes were produced in a slightly different format and it was felt that the minutes were clearer and the new format should be continued.

**This was agreed.**

- g) Cllr. Newey offered to look into the Councils policy on making donations to charities and other organizations following a query made at the last PC meeting.
- h) Cllr. Mrs. Davies will check with the Clerk if quotes were received for installing a stair lift in the Town Hall.
- i) Cllr. Bell has looked back at previous minutes to ascertain how the Capital balance has been spent since the sum of £777,000 was received.

**Agreed that the Group will discuss the findings and report back to the next meeting.**

- j) The next quarterly check of the books will take place in mid January.

## 122/02 Planning and Property Working Group

Cllr Miss Hill reported as follows:

*Note: applications for which comments have been sent to CDC are highlighted in italics.*

### a) Applications

01/02318/F– Co Op food store, Market Place, Deddington – single storey rear extension, alterations on first floor for staff room. .

8 letters of objection have been received from local residents and the Church. The Group made it clear that support for the local shop must be given but the impact of the alterations on residents must be taken into consideration.

Object for the following reasons:

- The deliveries in Church Street will cause considerable disruption for those living close by, the early morning milk delivery is at 6.40 am.
- Congestion could be caused if deliveries are made at the same time as Church functions
- The collection of refuse would be from the back of the shop.
- The noise of the metal trolleys being moved up and down the narrow path at the back of the properties would cause nuisance.

The single storey extension and extension of 4 Market Square

Object for the following reasons:

- Would seem to cause considerable problems for Mourn Cottage.
- The alteration to no 4 would also add more problems for the adjoining properties. The Group felt that they should consider the use of the first floor existing void and loft for their storage, which would overcome the problems of the proposed rear extension.

Notice from OCC– Deddington Library– proposed alterations including provision of a ramp.

No objections

01/0211LB & 01/02388/ADV – Homecraft, 14 High Street, Deddington – change of use of shop to A2 office (retrospective) and projecting sign (retrospective)

Object as retrospective. Also would appreciate the comments of the Conservation Officer on the sign.

0102023F – Roseville, Chapel Close, Clifton– convert existing detached garage into 1 no. Dwelling with new vehicular and pedestrian access to the highway.

No objections assuming adjoining neighbours have no objection and Highways are satisfied with traffic arrangements.

01/0769/F – Home Farm, Clifton – New property

No objections subject to Highways being satisfied with traffic arrangements.

01/02435/LB – Castle View, The Cottage, Goose Green – demolition of timber shed and coal bunker. Add utility room.

No objection

01/02379/LB – Dragon House, Bull Ring, Deddington (Clerk declared an interest) rear conservatory and internal alterations.

No objections assuming adjoining neighbours have no objection

**Agreed that the above recommendations of the Group be accepted.**

### c) Refusals

01/02190/OUT –land adjoining no 7 The Paddocks

d) Approvals

01/02111/LB The Old Butchery, Deddington

01/02105/f Fernleigh, Hopcraft Lane, Deddington

01/02013/f St. Anne’s Residential Home, Clifton

SL/SM/TT.342 Tree Preservation Order Notification (No 11/01)

**Environment and Highways Working Group**

Cllr Mrs Cox reported as follows:

123/02 Environment

- (a) CDC has produced a poster to promote the Christmas tree collection. Clerk confirmed that these have been displayed as requested.
- (b) The Cricket Club has written requesting permission to use 10’ x 2’6” professional produced advertising boards on the perimeter of the ground, on the pavilion, site screens etc. It is envisaged that these boards would only be displayed during the Cricket season from the end of April to September. The Group does not support this project and recommend refusal of the request.

**Agreed that Clerk should write to Club stating that the PC are overwhelming against the proposal and that these views will be passed to the Windmill MC who are also considering the request.**

124/02 Highways

- a) A site meeting took place with Mr. Carritt on 17<sup>th</sup> December 2001. Notes of the meeting were circulated.

**It was agreed, to ensure a record of the proposal is held by the OCC, that the Clerk write a letter of support for a footpath to be provided from Clifton Village to the Mill.**

- b) Cllrs. Clinch and Mrs. Cox met with Deddington Health Centre Practice Manager. The PM felt that there would be no objection to erecting a notice board at the surgery and she would raise this item at the next GP’s meeting. When asked about the provision of a Pharmacist at the practice, she explained that there are insufficient patient numbers to fund this. The PM felt that difficulties over the year made it hard to obtain appointment but on the whole she felt that the Practice were meeting patient needs. The Group recommend that patients should write to the Practice Manager or use the complaints box if there are any problems. The PM was unable to comment on the proposals in respect of Upper Heyford. However, it was confirmed that the practice have taken over the primary care of Upper Heyford. The PM felt that there is no parking problem.

**It was agreed that a request be made to the Deddington News to publish details of the Practice Managers name and contact number to ensure patient views get to the correct person.**

- c) OCC highways refused to erect ‘SLOW’ signs at Boulderdyke Farm. Mr. Welford has agreed to obtain and place the signs at his own expense.

125/02 Transport

The Oxon Rural Transport Partnership newsletter has been received and is available from the PC office.

126/02 Parking

Nothing to report as no meeting has been held. A copy of a petition regarding a one-way system for Hudson Street has been handed to OCC. The PC has also received a copy.

127/02 Friends of Deddington Library

Cllr. Todd reported that work would commence in the library week commencing 28 January 2002. This may involve a small cessation of service for a few days. However, notification will be given.

128/02 **Invoices for payment**

Invoices totalling £3,620.40 in accordance with a schedule circulated at the meeting, a copy of which is filed with these minutes, were approved for payment.

**Payments in respect of Bowls Club, Toddlers Group and Thursday Club donation were also approved.**

129/02 **Investment of the councils funds**

a) At close of business on 19 December 2001 the balances were as follows: -

Account No	Balance	Rate of interest%	Notice
60858471	13,049.29	2.75	14 days
60708569	3,266.42	2.3	Overnight
70012564	0.27 DR	2.1	Overnight
70708542	475.00	Nil	Current
	<b><u>21,497.31</u></b>		
Bradford & Bingley BS	19,970.00	3.40	120 days
West Bromwich BS	505,277.47	4.05	Overnight
Total	<b><u>542,037.91</u></b>		

130/02 **Correspondence**

A list of correspondence was circulated at the meeting.

a) J Spencer quoted £45 to replace a tile on the Bowls Club Pavilion.

**Agreed to accept quote.**

b) 3 quotes received for wood bark for play area. Practicality Brown submitted the cheapest quote at £476.00.

**Agreed to accept quote from Practicality Brown.**

131/02 **Date of next meeting**

Wednesday 16 January 2002 at the Town Hall commencing at 7.30 pm