

DEDDINGTON PARISH COUNCIL

Minutes of a Meeting held at the Town Hall on Wednesday 18 December 2002
commencing at 7.30pm

Present: Councillors Flux (Chairman), Mrs Harvey (Vice-Chairman) Mrs Cox, Mrs Swash, Helen Spencer, Alton, Ellis, Rollason, Haslam, Squires, Wood, Watts, District Cllr O'Sullivan, Graham Pitts (Clerk), Sue Gibbs (Minute Secretary).

327/02 **Apologies**

Apologies for absence were received from Cllrs Todd, Westley, Co Cllr Jelf

328/02 **Minutes of Last Meeting**

The Minutes of the meeting held on 20 November were approved as a true record and signed by the Chairman.

329/02 **Matters Arising**

Hempton – Road Signs: Cllr Watts reported that concerns had been expressed in Hempton that if “Give Way” signs were erected on both directions where the road narrowed there would be no right of way. Cllr Cox added that this was why OCC had originally turned down this proposal.

330/02 **10 Minute Open Forum**

There were no members of the public wishing to speak.

331/02 **Finance and General Purposes Working Group**

Cllr Alton reported as follows:

- a. **Review of Employees' Salaries.** Following a review of salaries undertaken by the National Association of Local Councils it was recommended that Parish Council employees be awarded a 3 stage pay award as follows:

1 April – 30 September 02: Previous Rates plus 3%
1 Oct – 31 March 03: plus .98% on revised scales
1 April 03- thereafter: plus a further 3.5%.

Cllr Alton proposed that this be implemented. **The proposal was seconded by Cllr Swash and unanimously agreed.**

- b. **Freedom of Information Act 2000.** The Working Group had considered the paper circulated with the Agenda prepared by the Clerk and recommended that the Parish Council should adopt only the core classes of information and classes 11 and 12 of the optional classes. It was noted that the Act becomes effective from 28 February 2003 at which time the information will be made available to the public through appointment with the Clerk. It was recommended that where possible information should be made available electronically but any information which had to be copied should be charged for at 20p per copy. **This was agreed unanimously.**

- c. **Equal Opportunities Policy.** The Working Group would look at producing an Equal Opportunities Policy in due course. The Chairman suggested that this could be modeled on the policies held by OCC and CDC.
- d. **Village Plan.** The production of a Village Plan was discussed. The Chairman reported that in 1994 a Village Appraisal had been carried out but this had not been developed into a Village Plan as it had been thought that this would involve too much work and not bring sufficient benefit. It was suggested, however, that a Village Plan might be helpful in considering planning applications. **It was agreed that this should be reviewed at the next meeting and if necessary a separate committee formed to look at this further.** In the meantime, **The Clerk was asked to obtain copies of the 1994 Village appraisal and Village Plans drawn up by other villages.**
- e. **Stewards Winter Duties.** The Stewards generally worked reduced hours during the winter months. However, the Clerk had reported that this had been insufficient for them to carry out the amount of work which had needed to be undertaken recently. **It was therefore agreed that from January for a period of 12 weeks, the Stewards should be contracted to work a four day week (16 hours each) to assess whether it was necessary to alter the current arrangements. It was also agreed that the arrangements with the Windmill Committee should be changed so that in future they are charged the full cost of the Stewards' wages (including overtime rates where applicable) rather than half, as is the case at present.**
- f. **Notice Boards.** The Deddington News had indicated that it would make a donation of £5000 to the Parish and **it was agreed that this should be put towards the cost of the Noticeboards.** The total bill for this project would be £4779.36 plus VAT. A noticeboard for Clifton would now be included. It was anticipated that the boards should arrive during February 2003 and would be erected by the Stewards. Cllr Haslem queried the cost which had increased from that given at the previous meeting. Cllr Rollason stated that the addition of the footer board had increased the costs, together with the additional noticeboard for Clifton, but this was covered by the donation from the Deddington News. **It was agreed that a letter of thanks should be sent to Deddington News for their generous donation.**
- g. **Draft Accounts and Audit Regulations 2003.** If the proposed regulations passed into law it appears that the Accounts of the Parish Council will only need to be prepared on a receipts and payments basis. From next year the Accounts will have to be gradually approved at an earlier date so that by 2006 they will have to be approved by 30 June annually and the date for their publication progressively brought forward. The Chairman confirmed that the previous Clerk, David Blakey, would be preparing the Accounts for the previous year over the next few weeks
- h. **Bank Charges.** A change in banking fees indicated that the Parish Council should receive a free banking service.
- i. **Building Society.** Following concerns expressed at the last meeting, Cllr Wood had looked into this and although it appeared that there was no specific risk with the West Bromwich BS, it was felt that it was possibly not a good idea for the Council to have all its funds in one place. However, as Building Societies are reluctant to

accept Parish Council accounts and this was being looked at further.

- j. Budget 2003/2004.** The Working Group was not in a position to report on this. It was difficult without the Accounts from the previous year, although the Chairman said this could be done from the totals, which were available. **It was agreed that the Clerk should produce some figures for the Working Groups to assist with this as the budget would need to be set by the following month.**
- k. Town Hall Insurance Valuation.** The Secretary for Dedddington Charites, Mr Hunt had contacted the PC challenging the valuation recently placed on the Town Hall for insurance purposes. A letter had also been received from the Trustees asking the Parish Council to increase the insurance value to £185,000. **It was agreed that the Clerk should ask Mr Land for confirmation as to whether he stood by his original valuation.**

232/02

Planning and Property Working Group

Cllr Harvey reported as follows

- a. 02/02477/TCA (Delegated) J V Lee Hen Cloud Castle St, Deddington. Fell one Lawson cypress. **No Objection**
- b. 02/02468/F (Delegated) M&F Sykes, Greenstone Cottage, 4 New St, Deddington. Erection of wooden shed to rear of back garden. **No objection**
- c. 02/02441/F R&M Hayward Barn Cottage, The Tchure, Deddington. Change of use of store to one dwelling. This had previously been a cottage. A previous planning consent had lapsed. **No objection.**
- d. 02/02462/F Mr & Mrs C Lambert, Mourne Cottage, Market Place, Deddington. Two storey rear extension with bay window and conservatory. It was proposed that an objection be made unless the design were changed to include a double gabled roof (rather than a single gable and flat roof extension) as this was more in keeping with the Conservation area. **This was agreed by 7 votes to 1, with 2 abstentions.**
- e.** 02/02508/F AL & C Thompson OS Parcel 4068 Adjoining and east of the Fishers Clifton Road, Deddington. Change of use of agricultural building to light and general industrial (B1 and B2). Letters of objection had been received and after some discussion, **it was agreed that an objection be made because insufficient information as to the owner's intentions had been provided. It was therefore impossible to assess the likely effect on noise, pollution, traffic, possible additional buildings etc. It was also agreed that the Parish Council should ask for this to go to Committee.**
- f.** A list of approvals was circulated.

333/02

Environment & Recreation Working Group

Cllr Swash stated that the Environment and Recreation Working Group had not met since the previous meeting and therefore had nothing to report.

Deddington Colts. Cllr Haslam reported that as agreed at the previous meeting he, together with Cllrs Spencer, Rollason and Squires, had had a very productive meeting with a representative from Deddington Colts and would be reporting on this to the Working Group. Cllr Swash expressed concern that a full meeting with Deddington Colts should be held in Council.

334/02

Highways Working Group

Cllr Haslam stated that the Highways Working Group had not met since the previous meeting and would report again in January.

- a. **Parking in New St.** Cllr Spencer said that she had received some complaints regarding parking in New St with a number of vehicles being blocked in. **It was agreed that Deddington News should be asked to insert a notice reminding villagers that parking continued to be difficult throughout the village and asking them to park considerately.**
- b. **Village Skip.** The Chairman reported that complaints had been received about the overloading of the skip. It was agreed that Deddington News should be asked to request parishioners to use the skip properly. District Councillor O’Sullivan confirmed that overloading had led to a skip in Steeple Aston being removed.

Invoices for Payment

Invoices totaling £3678.39 in accordance with a schedule circulated at the meeting, a copy of which is filed with these minutes, were approved for payment.

337/02

Investment of Councils Funds

At the close of business on 18 December 2002 the balances were as follows:

ACCOUNT NUMBER	BALANCE	INTEREST	NOTICE
60858471	4683.83	1%	14 Days
60708569	5700.90	.3%	Overnight
70012564	NIL		Overnight
70708526	2411.72	.1%	Imprest
70708542	510.00	.1%	Current
TOTAL	<u>13306.45</u>		
Bradford & Bingley	1000.00	3.4%	120 Days
W. Bromwich Building Soc.	511819.43	3.75%	Overnight
TOTAL	<u>526125.88</u>		

A recommendation regarding the West Bromwich was being awaited.

338/02

Correspondence

A list of correspondence was circulated at the meeting.

339/02

Trees on Hempton Road

The Chairman reported that 5 trees had been badly damaged by the recent winds. As a tree surgeon, recommended by the Highways Department, had advised they were a potential danger and should be felled this work was authorised immediately. The cost was £380, exclusive of VAT. There are also a number of branches overhanging the highway which need to be cleared (the cost of clearing this would be £380 plus VAT) **and it was agreed that this work should also be done.**

340/02

Chainsaw

The Clerk reported that there was much clearing work to be done at Castle Grounds and asked the Council to consider whether it should purchase a chainsaw instead of just hiring one as had been the practice until now. After some discussion **it was agreed that the Clerk should look into the relative costs of hiring a chainsaw, the cost of purchasing one, together with all necessary safety equipment and training, and the cost of employing a contractor to do the work required.**

341/02

Date of Next Meeting

Wednesday 15th January at the Town Hall commencing at 7.30pm