

DEDDINGTON PARISH COUNCIL

**Minutes of a Meeting held at the Church Hall, Hempton on
Wednesday 17 December 2008 at 7.30pm**

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

In attendance: District Councillor O'Sullivan and County Cllr Jelf

183/08	Apologies: Apologies were received from Cllr Spencer
184/08	<p>Minutes of the last meeting:</p> <p>162/08 Declaration of interest - 171/08 Allotments Cllrs Squires, Watts and Westbury should have read as personal and prejudicial interest and Cllr Anderson a personal interest.</p> <p>170/08 (3) Satin Lane Allotments - The AC asked that an additional discretionary £5 per chain be collected for use by the AC.</p> <p>170/08 (3) Satin Lane Allotments – Cllr Watts asked whether an Allotment Association was under consideration at Hempton.</p> <p>173/08 Local Development Plan – Banbury and Bicester. Should have included the sentence that the Planning WGs recommendations will be sent back to the CDC.</p> <p>175/08 Somewhere to live: Cllr Collins sought clarification that the option for the least amount of sites was the preferred option by the majority of the councillors.</p> <p>Cllr Flux then signed the minutes as a true record.</p>
185/08	<p>Declaration of Interests</p> <p>191/08 Allotments – Cllr Anderson personal interest.</p> <p>191/08 Allotments – Cllrs Rudge, Squires and Westbury personal and prejudicial interest.</p> <p>194/08 (9) New Street Crossing – Cllr Rudge personal interest</p> <p>195/08 (4) Cricket Club revenue and Expenditure - Cllr Alton personal interest</p> <p>200/08 Cricket Club Cllrs Flux and Alton personal interest.</p>
186/08	Matters Arising not referred to later on the Agenda: None
187/08	10 Minute Open Forum: None
188/08	County and District Councillors update: Nothing to report
189/08	<p>Freedom of Information</p> <p>Cllr Anderson introduced the Freedom of Information (FOI) Act Publication scheme, for which a briefing note, a model publication scheme and a guide to information had been provided to each member. The PC has an obligation to adopt and maintain a publication scheme under the FOI Act and provided it adopts the model scheme there was no need to notify the Information Commissioner. After dealing with the briefing note, Cllr Anderson went through the guide to information and having dealt with a number of questions arising, he proposed that the model publication scheme and guide be formally adopted. Cllr Flux seconded the proposal, which was unanimously agreed.</p>
190/08	<p>Personal and Prejudicial Interests</p> <p>Cllr Anderson offered his findings in defining personal and prejudicial interest. It is important to distinguish between the two because the former does not prevent the individual from having a vote on the issue in question. It also should be noted that the onus lies on the individual to make the decision as to which interest they declare, if at all, but it was worth noting that of the referrals to the Standards Board, 10% related to personal interests and 25% to prejudicial interests. The interests can be defined broadly as follows:</p> <p>Personal – one that affects the well-being i.e. quality of life or financial position of you, your family or close associates to a greater extent than it would affect the majority of people in the electoral division you represent.</p> <p>Prejudicial – generally involves financial gain, whether directly or indirectly and irrespective of amount. The test is whether the interest, judged from the perspective of a member of the public, would impair your decision to judge the public interest. Moreover, the nature of the interest is relevant, including whether it affects a large number of people equally or just you or a smaller group. Once a prejudicial interest has been declared (and it must be done as soon as it becomes apparent), the councillor must withdraw and cannot remain in the public gallery in case of undue influence on proceedings. Provided the Chairman is prepared to allow the public to make representations etc(and the PC passed a resolution in June 2007 to permit this at the discretion of the Chair), the councillor can do likewise but must leave the room once they finish their statement and cannot take part in any debate.</p> <p>It was acknowledged that it was not always easy to determine the nature of an interest. In the case of the allotments, clarification had been obtained from Cherwell Democratic Services that councillors renting allotments from the council had personal & prejudicial interests irrespective of whether the issue was specifically financial. The rationale was that as the council is responsible for delivering a service to allotment holders which was bound up in how it allocates its resources, it is difficult to argue the absence of any financial element. Cllr Anderson added that if a councillor was also a member of the Association which had applied to the council for a grant the matter was highly likely to be prejudicial. Cllr Squires raised the status of the Association saying that he had read that in a</p>

	<p>similar case members were deemed to be bound by the Code of Conduct, including non-council members. The meeting felt this was not the case as the PC had been careful to reserve all its legal and regulatory responsibilities and the Association was not a sub-committee. Cllr Squires asked that further clarification from Cherwell District Council be sought. Cllr Anderson agreed to do this.</p>
191/08	<p>Recreation Working Group</p> <ol style="list-style-type: none"> Allotments. Working group recommends that a covering letter is sent out in the New Year with the invoice to explain the rationale for billing in advance, and should make clear that the additional £5 charge or pro rata for membership of the Satin lane allotment association is voluntary. The benefits of membership should also be set out. Cllr Watts proposed and the recommendation was passed unanimously. Clerk to action. Castle Grounds / Fitness Trail. The meeting with English Heritage (EH) confirmed the following points: The PC owns more of the site than originally thought. Only the keep area is owned by EH. The access road is owned by the Church Commissioners. Details under the 1945 Transfer Trust need to be investigated. Any development will require consent from the Inspector of Ancient Monuments. An archaeologist would need to be on site when doing it. Improvements to access & the fitness trail were viewed more favourably by EH than any idea to re-instate a building in the central area (changing facility). Cllr Squires proposed that the Working group and Cllr Flux will concentrate on actively taking forward the proposed fitness trail & access improvements as the top priority rather than the re-instating of a building. This was unanimously agreed. Cllr Spencer will try and confirm what happened to the artefacts that had been found. Clifton Play Area. Roger Davies has confirmed in writing that in his opinion the play area should be cleaned by power washing with Jeyes solution. In his opinion the tiles are in a reasonable condition and do not require replacing. He suggests a printed and laminated “slippery when wet” sign should be installed. The clerk has obtained quotes for cleaning and will ensure work takes place as a priority with the playground opened after cleaning. Cllr Squires proposed that above be agreed. Cllr Collins asked that if possible it should be before Christmas as it was a valuable resource for families over the festive period. It was unanimously agreed. Tree Removal Request, Mill Close adopted ground. A resident has requested removal of a tree from the land adopted by the PC, to improve the light in her conservatory. The CDC tree officer recommended the removal of the middle tree of three. Concern was raised by Cllrs Privett and Rudge that this could set a precedent for other residents to request tree removals. The PC has no legal liability to remove the tree so that its removal and replacement planting costs should be met by the resident. Alternatively, the cheaper cost of coppicing should be considered. Cllr Flux agreed to talk to the resident and report back. Deddington verges. Significant work has been undertaken by OCC to the verges of the main road. The working group asked whether the verge north of the lights (West side) could also be tidied up. The Clerk will contact OCC and ask whether this is possible.
192/08	<p>Environment & Special Projects</p> <ol style="list-style-type: none"> 2 New dog bins: New bins sited in Clifton and Hempton road near the Windmill site. Cemetery: A proposal will be presented to council in Feb 2009. This will include recommendations about the testing of headstones, revised regulations covering plot maintenance and the possibility of revised pricing to reflect increased cemetery maintenance costs and to bring us in line with Parochial Council Church charges. Environmental Survey: Following the October presentation by the Oxfordshire Conservation Trust (OCT) the ESP WG would like to map the Flora and Fauna of the Parish and recommended that an Ecologist be employed for a day to tour the parish and provide guidance as to what should be recorded and in what way. The ESP WG would then utilise existing and new resources in the Parish and compile a detailed Ecology Map. An Ecologist would cost approx £300 but Oxfordshire Nature Forum has indicated that it would fund half of this cost. Cllr Rudge asked the Council to authorise the allocation of £150 to this purpose and this was unanimously agreed. The WG reported that it has gathered information about creating wildflower meadows and plans to begin implementing this in the southern aspect of the cemetery in the Spring. Notice boards: Cllr Ince suggested that cork could offer a cheap durable repair and will trial this system on the Hempton notice board. Village planters/Hanging Baskets: Planters at entrances to parish villages cleared and bulbs planted. Winter pansies planted in Town Hall hanging baskets. Stewards/Clerk Xmas Lunch: Cllr Ince thanked Cllrs for their contributions. 2009 Budget submission: The ESP WG provided a detailed budget submission for 2009.
193/08	<p>Planning Group Applications 08/02173/F – 14 High Street, Deddington Amendment to 08/01134/F. Demolition and extended rebuild of existing lean-to extension and alterations. No objection. 08/0240/F – The Willery, Clifton Road, Deddington Variation of condition 3 of 08/01831/F To allow use of wood effect UPVC in place of timber. No objection.</p>

	<p>08/02453/F – Cornerways, Chapel Square, Deddington Conversion of outbuilding to provide extended living accommodation and extension to kitchen. No objection.</p> <p>08/02188/F – Castle Barns, Castle Street, Deddington Subdivision of dwelling to form 2 dwellings, rebuild existing glazed entrance link, demolition, reconstruction and extension of eastern most element with pitched roof to create first floor, new walling and gates. Amendments to permission 04/01253/F which was discussed by PC in November. No objection.</p> <p>08/02189/LB – Castle Barns, Castle Street, Deddington Re existing glazed entrance link, new pier and gates. Amendments to permission 04/01254/LB. See above. No objection.</p> <p>Approvals 08/02057/F - 34, The Daedings, Deddington. 08/02268/F The Old Vicarage, Church Street, Deddington</p> <p>Other matters 08/00769/F – Ithaca, Hopcraft Lane, Deddington CDC in touch with owner concerning the colour of render used and the replacement of the ground floor stone. A further application is awaited to regularise work done.</p> <p>CDC – Trees subject to TPO or in Conservation Areas. Government introduced a national mandatory application form for persons wishing to complete works on trees subject to Tree Preservation Orders. Cherwell DC uses the same form for trees in a Conservation Area. There is no requirement for the applicant to provide a “reason for works” to trees within a Conservation Area. CDC will continue to supply details of all applications as at present but not the original application.</p>
194/08	<p>Highways Working Group (HWG)</p> <ol style="list-style-type: none"> 1. Satin Lane Keep Clear markings: marks have been made to pavement, OCC advised will be done when weather permits. 2. Temporary Speeding Signs: HWG to discuss in full in January. Signs can only be displayed for a maximum period of 2 weeks and are not intended to be a permanent fixture. HWG identified St Thomas St, Earls Lane, Hempton Road, A4260 North of Deddington, Clifton Road. Also, in Hempton and Clifton at a time when most appropriate. 3. Southgate Pinchpoint (Near Co-op): HWG will investigate the workings of this. 4. Earls Lane: HWG will ask Louise Harrison at OCC for Data from the last set of readings. The WG will also consider doing speed checks to gain data and show drivers that the position is being monitored. 5. Parking: HWG will discuss Cllr Woods paper at their January meeting and then put to Council. 6. Market Place Crossing: This was raised in last month’s Council meeting. Initially could not see how this could be done – given the fact that a controlled crossing or refuge was not able to be considered on High St/New St. Issues regarding junctions and that a mandatory keep clear zig-zag would be required (reducing parking) would not make this viable. However, Cllr Privett will speak to OCC and see if they have any comment. 7. High Street Traffic Lights: HWG will draft a letter with the clerk to point out that the OCC survey was done at the wrong time of day, and ask them to re-consider options. 8. Open Gardens: The organisers have been advised they cannot put up temporary signs on the Highway. 9. New St Crossing: Darren Mizzon from OCC is currently over viewing and drawing up plans. 10. Vandalism to traffic light crossing light: The paint on the light has been removed. 11. Town Hall Wheelie Bin: A previously taken bin has been returned with a broken lid and its replacement has been stolen. PC to investigate further. 12. Market Place Parking: County Cllr Jelf will chase up a site visit by OCC to the Market Place to review parking.
195/08	<p>Finance & General Purposes Working Group</p> <ol style="list-style-type: none"> 1. Summary cash flow to end November. This was presented to the meeting. 2. Christmas Tree. Cllrs Ince and Rudge congratulated the people involved in sourcing, erecting and decorating the splendid Market Place Christmas tree. 3. Building Societies. The interest on the Birmingham Midshire account is 6.12% until mid June next year. West Bromwich has dropped to 3.5%. They have no fixed interest accounts at present for corporate depositors. 4. Forecast for the year. This was circulated separately. Income. Interest was budgeted conservatively; therefore there is only a small reduction. Expenses. The PC has spent about £1000 that was unbudgeted on the cemetery, re-fixing headstones and general landscaping. Expenditure & Revenue. Some costs have increased e.g. grass cutting. The cricket club has agreed to pay for some of the extra cost as they requested extra cuts, but it has not yet been agreed and is therefore not reflected in the figures. Stewards. It was agreed to look at prioritizing the workload of the permanent steward as he regularly has to work in excess of contracted hours. Town Hall. An estimate for repainting was included. Church Clock. This has not yet been agreed. Youth Club. The contribution to the

	<p>Youth Club was not budgeted. Nor was a payment to the Satin Lane Allotment Association. There is an overall a deficit of about £10,000.</p> <p>5. Draft budget for next year. Based on current rates, interest from Building Societies will be approximately £8k lower this year. This implies a larger deficit if the precept remains the same. Precept. The precept needs to be agreed at the January meeting.</p> <p>6. Satin Lane. A revised constitution and statement of responsibilities have been received. It is now recommended that the first payment of £1,250 be made as soon as there is a bank account to transfer it to. Cllr Flux mentioned that they have two signatories</p> <p>7. Church clock. The PC will write to the PCC to say that the PC will only be responsible for routine servicing of the clock for five years, but not for repairs. The PCC can approach the PC at any time for help with repairs, and each request will be treated on its own merits.</p> <p>8. Stonepits title. CDC has spent up to the £1,200 limit we set. It was agreed that the PC agree to a new limit of £2,000. The former solicitors have now found the file and forwarded it to CDC</p>																								
196/08	<p>Precept 2009 This will be the main topic of discussion at the January 2009 meeting.</p>																								
197/08	<p>Report upon the Play Areas Nothing to report in addition to was has already been covered.</p>																								
198/08	<p>Invoices for Payment A schedule of invoices totalling £4,129.19 were tabled and approved for payment for period 20 November - 17 December 2008.</p>																								
199/08	<p>Investment of Council Funds At the close of business on 17 December 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 Imprest Acct</td> <td>805.66</td> <td>0.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Current Acct</td> <td>3,679.12</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>324,270.48</td> <td>3.5%</td> <td>Overnight</td> </tr> <tr> <td>Birmingham Midshires</td> <td>200,000.00</td> <td>6.12%</td> <td>1 Year Fixed Bond</td> </tr> <tr> <td>TOTAL</td> <td>528,755.26</td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Imprest Acct	805.66	0.1%	Imprest	Barclays Current Acct	3,679.12	0.1%	Current	W. Bromwich Building Soc.	324,270.48	3.5%	Overnight	Birmingham Midshires	200,000.00	6.12%	1 Year Fixed Bond	TOTAL	528,755.26		
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200/08	<p>Correspondence Deddington Cricket Club – two grant applications. Cllrs Watts said that they were looking for monies to make up £23,000. They currently have been granted £10,000 and £5,000 from Cherwell. The remaining £9,000 is being sought for new nets, a ladies team and rollers. Cllr Flux to pass on details of other grants available.</p>																								
201/08	<p>AOB None</p>																								
202/08	<p>Next Meeting: The next meeting of the Parish Council will take place on Wednesday 21 January 2009 at 7.30pm in the Town Hall, Deddington.</p>																								