

# DEDDINGTON PARISH COUNCIL

**Minutes of the Meeting held in The Holly Tree Club, Deddington on**

**Wednesday 18 December 2013 at 7.30pm**

**Present:** Cllrs A Collins (Chair), S Boulter, M Cox, J Flux, H Oldfield, S O'Neill, D Rogers, M Squires, J Watts, B Williams, B Wood (Vice Chair), County Cllr A Fatemian and 6 members of the public.

205/13	<b>Apologies:</b> Apologies were received and accepted from Cllrs D Anderson (Vice Chair), J Day and J Finnigan.
206/13	<b>Minutes:</b> The minutes of the meeting held on 20 November 2013 were signed by the Chair as a true record subject to the following amendments: 192/13 <b>Finance &amp; General Purposes</b> (4) Neighbourhood Plan. The last sentence should read "The PC approved expenditure for Church costs of £300 and <b>£24</b> for the map group". 194/13 <b>Transport</b> (11) S106: The last sentence should read "County Cllr Fatemian advised that due to budget cuts, funding towards real-time screens was unlikely <b>from OCC</b> ". 197/13 <b>Emergency Reception Centre – Clifton.</b> George <b>Fenemore</b> has offered his barn.... 199/13 <b>Broadband Usage</b> The last sentence should read "It was noted that there are still <b>problems connecting phones to the fibre system</b> ".
207/13	<b>Matters Arising from the Minutes</b> <b>Clifton Repeaters</b> A Cllr queried the 30 mph repeaters in Clifton - OCC has confirmed their legality.
208/13	<b>Declarations of Interest.</b> <b>214/13 Neighbourhood Planning and Planning Appeal.</b> Cllr O'Neill expressed an interest as a landowner.
209/13	<b>10-Minute Open Forum:</b> Carol Horlock, Secretary of the Friends of Castle Grounds (FOCG) addressed the PC to express concerns about a possible car park at the proposed Clifton Road development. She noted that: <ul style="list-style-type: none"> <li>- the FOCG were disappointed that the PC had not asked them for input.</li> <li>- Banner representatives consider the PC's Minute of May 2012 to be a 'green light' for potential development of the site.</li> <li>- any pitch provision would require breaking the surface of the grounds which EH does not allow.</li> <li>- the FOCG are not against the PC providing new pitches if a parish need could be proved, but no other sites had been considered to date and it would make sense to put any additional pitches near to the existing changing rooms.</li> <li>- the Banner planning application is expected to be submitted early in January 2014</li> <li>- the PC should investigate the FOCG's concerns before it is too late</li> <li>- the FOCG considers that any development close to an Ancient Scheduled Monument would have a significant detrimental impact on its setting.</li> </ul> <p>Cllr Oldfield reminded the meeting that on more than one occasion she had attended meetings of the FOCG and asked them to suggest what they wished for at the site but had received no response. Mrs Horlock said that any developments at the Castle Grounds should be based upon the wishes of the whole parish and not just those of the FOCG. In response to a query by a Cllr it was confirmed that not all FOCG committee members were residents of the parish. The Chair noted that he had recently met with Mrs Horlock to provide clarification and try to address the Friends concerns.</p>
210/13	<b>County and District Councillor updates.</b> County Cllr Fatemian reported the following: 1. <b>Hempton Gates.</b> As these are still outstanding County Cllr Fatemian will continue to chase to determine when they will be installed. 2. <b>Home School Transport Survey.</b> This has been extended until 14 January 2014. 3. <b>Budget Plans.</b> A further £64 million needs to be cut by OCC over the next four years.
211/13	<b>Environment &amp; Recreation</b> 1) <b>Christmas Tree.</b> The Christmas tree has been installed and received some very positive reviews. 2) <b>Cemetery Policy.</b> As Cllr Finnigan was absent the council agreed to defer this item until the next meeting.
212/13	<b>Highway &amp; Transport</b> 1. <b>Traffic lights.</b> At the request of the PC OCC had checked the timings and found them to be in order. 2. <b>Deddington Market Place Greens.</b> A site meeting took place between Louise Wilson of OCC and Cllrs Oldfield, Rogers and Cox and considered the following: <ul style="list-style-type: none"> <li>- <b>Posts.</b> OCC consider the existing posts to be too near the existing kerb as they should enable car door opening therefore any further posts should be spaced appropriately. OCC will send advice on the spacing of posts and the cost for installing additional posts on both greens.</li> <li>- <b>Kerb stones.</b> OCC have given verbal agreement to replace the kerbstones and will confirm this in writing. DPC can therefore replace the kerbs when this confirmation has been received.</li> <li>- <b>Kerb /Grass damage from vehicles.</b> OCC suggested replacing the kerbs with concrete and will send an indication of costs. OCC also suggested reducing the apex of the green opposite the Otter Restaurant as a possible permanent solution to kerb damage on both sides of the road but noted that this would be costly (approximately £4k). It was queried whether the project might be funded from the Councillor Fatemian's Community Budget. Cllr Fatemian noted that in future monies would</li> </ul>

be granted on a matched funding basis so if the PC and Co-op each contributed a third of the cost he would fund the shortfall. OCC agreed to document the damage to the blue kerb stones outside 'Foodies' and report the kerb damage to Highways.

- **Old Post Box site on Green.** OCC has given permission to remove the slabs and reseed the site under DPC liability.
  - **Damaged Green Post.** A resident recently witnessed a lorry damaging the post on the green near the Co-op and reported the incident to the PC. OCC now have the details and will take action on this matter. County Cllr Fatemian noted that all PC's will soon be receiving an email asking that anyone who sees a vehicle damage the highway photograph the evidence and pass this on to OCC so that they can pursue an insurance claim. There is currently an annual cost of £500,000 for repairs to highway damage and an insurance claims contribution of only £30,000 towards this.
  - **Road Surface in Church Street.** The repairs will be patch-work only. Recommendations will be bought back to PC before any works are undertaken.
- 3) **Trees on the Green.** Gale Ward from OCC has confirmed that both trees are doing well and showing signs of good growth (shoot extension and budding) but the tree ties need to be loosened. The trees have been monitored on a yearly basis as part of our 3 year aftercare regime. This ends in 2014 so they will then be surveyed in line with the other OCC trees in Deddington (every 5 years).
- 4) **SPEEDWATCH.** There will be one more speed watch event in early January 2014 as part of PC Jen Culley's handover. Further sessions will be held in February/March.
- 5) **Clifton – 30 mph reminders.** The 30mph speed limit reminders, which had prevented TVP from carrying out 'speed checks' in Clifton, have been removed. The remaining 30mph reminder lies beyond the system of street lighting within the village of Clifton and is legal. John Croxton MIHE Thames Valley Hampshire Police JOU Traffic Management Unit Bicester has been informed and will send the legal standing to the enforcement team. PC Jen Culley has also been informed.
- 6) **Grit Bins.** All now filled with salt. A recent request for an additional grit bin at Goose grin will be considered by the Emergency Planning Working Group.
- 7) **Hempton Gates.** County Cllr Fatemian chasing for an installation date.
- 8) **Oxfordshire County Council (Cherwell District) Disabled Parking Places (Amendment Order No7) Order 20.** The current consultation contains no new proposals for Deddington. The disabled bays will be retained in Earls Lane, New St and High St so no changes are required.
- 9) **Request for double yellow lines on the Hempton Road outside the nursery.** Exiting the Windmill Community Centre Car Park is dangerous when the car park is full and users park on the Hempton Road outside the nursery because drivers exiting the Windmill Centre cannot see on-coming traffic. County Cllr Fatemian said that 'Yellow Lines cost 86p per 100mm. Discussion followed. It was **RESOLVED** that the Clerk will ask OCC to assess the feasibility of installing double yellow lines on the Hempton Road by the nursery.
- 10) **Speed buffer zones and enforcement signs.** This will be investigated early 2014.

213/13

#### **Planning**

##### **Applications**

**13/00357/TCA Whitegates Philcote Street Deddington** T1 Conifer – Fell T2 Conifer – Crown Thin 10%. **RESOLVED** (unanimous) no objection but CDC will be asked for a replacement tree to be planted on site in line with the PC's tree policy.

**13/01756/TPO Sentry House Castle Street Deddington** Crown thinning 15-20% and removal of dead wood to 5 Oak's subject to TPO. **RESOLVED** (unanimous) no objection.

**13/00371/TCA Craxton Castle End Castle Street Deddington** T1 Sycamore – Fell. **RESOLVED** (unanimous) no objection but CDC will be asked for a replacement tree to be planted on site in line with the PC's tree policy.

**13/01812/F Copperfields St Thomas Street Deddington** Two Storey Rear Extension. Cllr Williams proposed, Cllr Cox seconded and it was **RESOLVED** (10 votes for and 1 abstention) that the PC has no objection but that any concerns from neighbouring properties should be given considerable weight in any decision by CDC.

**13/01799/F The Cottage Earls Lane Deddington** Single Storey Rear Extension. **RESOLVED** (unanimous) that the PC has no objection but that CDC should include conditions about the use of appropriate materials.

**13/01839/CPA OS Parcel 7800 North East of the Little House Clifton Road Deddington** Change of use from barn to offices prior to full application. Cllr Williams proposed that the PC, Cllr Wood seconded and it was **RESOLVED** (5 votes for and six abstentions) that the PC **objects** to this application due to the impact on the open countryside position of the barn and its distance from the road and also because the nature of the proposed use suggests a significant increase in traffic movements.

##### **Approvals**

13/00323/TCA The Retreat Chapel Square Deddington

13/00313/TCA Castle View Goose Green Deddington

13/00336/TCA Castle End House Castle Street Deddington

13/01549/F & 13/01550/LB Mallards New Street Deddington - the Clerk will ask CDC why the PC's objection was not upheld.

13/01457/F 26 St Johns Way Hempton

13/00383/F 1 Hopcroft Lane Deddington

	<p><b><u>Correspondence</u></b>  <b>West Oxfordshire Local Plan.</b> A progress update is available in the office.  <b>CDC re 13/00357/TCA.</b> Following the clerks letter requesting why this application had been approved prior to the correct consultation period an apology letter has been received with no explanation. The Clerk to contact CDC again copying in District Cllr O'Sullivan to ask for an explanation.</p>
214/13	<p><b>Neighbourhood Planning &amp; Appeal:</b>  Cllr O'Neill declared an interest and left the meeting. The Chair reported that Pegasus had won the planning appeal. A full planning application must be made within 1 year and the earth surface must be broken within 1 year of that being approved. Discussions followed about S106 agreements and affordable housing.  <b>RESOLVED</b> that the PC ask CDC to consider calling for judicial review of the decision.  The Chair noted that the area of the Neighbourhood Plan had now been officially endorsed by CDC.</p>
215/13	<p><b>Emergency Planning</b>  Cllr O'Neill rejoined the meeting. Cllr Rogers reported the following:</p> <ul style="list-style-type: none"> <li>(i) <b>Volunteers.</b> There had been a great response to the advert in DN and there are now 24 volunteers. Deddington News was thanked for publicising the Snow Warden information. The volunteer list has been sent to the Clerk.</li> <li>(ii) <b>Equipment.</b> 10 buckets and 10 snow shovels have been purchased and 7 plastic trowels to help spread salt. Invoices have been sent to the Clerk. An inventory will be generated to record who has what equipment.</li> <li>(iii) <b>OCC Approval.</b> OCC have confirmed the Emergency and Winter plans so these have been printed and are currently being distributed.</li> <li>(iv) <b>Grit Bins.</b> The new grit bin in Hempton has arrived. All grit bins in the parish are now full. The OCC grit bin map requires updating so OCC has been asked to action so that bins are not missed next year.</li> <li>(v) <b>Media Housing.</b> Cllr Rogers noted that there was currently no separate place to house the Media away from displaced Parishioners'. This is good practice and so will be investigated further.</li> </ul>
216/13	<p><b>Finance &amp; General Purposes</b></p> <ol style="list-style-type: none"> <li>1. <b>Bank accounts.</b> The cash flow statement was received and noted.</li> <li>2. <b>Investments.</b> Santander confirmation of £80,000 business loan at 1.4% to be paid gross.</li> <li>3. <b>Debit card.</b> An application form from Barclays is to be completed and then authorised by Cllrs Flux and Wood. A document to be prepared on the use of the card by the Clerk, Cllr Rogers asked that the ability to buy mobile top up was included.</li> <li>4. <b>War Memorial.</b> During discussions it was confirmed that the path to the church is owned by the PCC and is on consecrated ground and that therefore no work could be undertaken without its permission. Cllr Squires suggested building up the path rather than digging and disturbing the ground. Cllr Rogers to investigate. Any budget required for work at the War Memorial could be phased. For further information see the War Memorial item below.</li> <li>5. <b>Forecast for year to end March 2014.</b> Two of the matured bonds from NatWest have been paid net rather than gross. All previous bonds have been paid gross. The forecast does not take account of the New Homes Bonus or snow clearing money as this will be spent during the year. In previous years the interest on accounts was in the region of 5%, which result in interest received of £13,000. However, due to interest rate cuts this will be £5,000 less this year. The budget shortfall of approx £5,500 can be set against the Revenue Reserve which built up when interest rates were high, and is there for just this sort of contingency.</li> <li>6. <b>Draft budget for 2014-15.</b> The draft budget assumes that the interest rates do not rise, expenses remain the same, the precept increases and that any shortfall is offset against Revenue Reserve (£50,000 at present). The precept was discussed. Some Cllrs were worried that if the precept was not increased this year the PC may not be able to increase it in the future. The Clerk confirmed that to the best of her knowledge the government had not capped the precept for PC's this year. The precept does not have to be submitted to CDC until after the January 2014 meeting. Cllr Squires suggested monetising the PC's assets for example by purchasing Solar Panels or property. Cllr Wood noted that property could not be purchased without a good justification as to how it would benefit the whole parish. Cllr Wood will prepare a draft budget for discussion at the next meeting based upon a 5% precept increase which would increase the precept by approximately £1750 (increasing the Band D equivalent charge by £2 pa) and the use of the £50,000 reserve to offset other predicted shortfalls. F&amp;GP members have suggested a few ways of possibly saving money or increasing income. Cllr Wood asked the other WG's to look at their areas of responsibility and pass any suggestions to the Clerk. All proposals will be brought back to full council for discussion.</li> </ol>
217/13	<p><b>Reports from the PC nominated representatives</b>  <b>NAG.</b> The Chair Collins reported that he had threatened to resignation as Chair of the NAG after hearing plans to reduce the uniformed officers from 2 ½ to 1 ½. He has now been informed that it will be reduced to 2 PC's. He noted that TVP tend to target the enforcement of traffic violations an area at a time so there might be a few months with little presence then a prolonged presence.  <b>DCE.</b> Cllr Oldfield said that there had been no formal meeting of DCE since the last PC meeting but that the rendering of the Town Hall may take a little longer than initially envisaged as the Chimneys at the Almshouses require some repair.</p>
218/13	<p><b>War Memorial</b>  Cllr Collins presented some draft proposals for possible improvements to the area around the War</p>

	Memorial. These included replacing gates, refurbishing the memorial, improving paths, additional paving, providing seating and ground clearance. A Cllr raised concerns that the costs might outweigh the benefit of doing this and noted that there are grants available for refurbishing the memorial. Other Cllrs noted the importance of young people respecting the sacrifice made by others. It was also noted that the War Memorial had been originally been financed by public subscription and so perhaps this could be considered. Cllr Collins proposed, Cllr Rogers seconded and the council <b>RESOLVED</b> (10 votes for and 1 against) that the Chair will discuss the draft proposals with the British Legion and Church Authorities and report back.																																				
219/13	<b>Christmas Tree Lighting</b> Cllr Squires suggested that the Christmas Tree could be lit in future for approximately £300 if the PC purchased a wooden box (large enough to hold a car battery - to be chained underneath the tree) two car batteries, a re-charger and a timer. Cllr Flux offered the use of his garage to run the lights on a battery to confirm how long they would run before the battery needed to be re-charged. Cllr Rogers suggested purchasing 10 sets of lights that run on triple A batteries as another cheap alternative.																																				
220/13	<b>Invoices for Payment:</b> The December invoices totalling £5,033.30 were approved for payment.																																				
221/13	<b>Investment of Council Funds</b> On 18 December 2013 the balances were as follows: <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>2,384.84</td> <td>0.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Current Acct</td> <td>50,782.81</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>Santander</td> <td>75,000.00</td> <td>1.4%</td> <td>1 year fixed (July 14)</td> </tr> <tr> <td>Santander</td> <td>140,000.00</td> <td>1.4%</td> <td>1 year fixed (Sept 14)</td> </tr> <tr> <td>Nat West</td> <td>75,000.00</td> <td>1.75%</td> <td>1 year fixed (Jan 14)</td> </tr> <tr> <td>Nat West</td> <td>128,033.84</td> <td>1.0%</td> <td>1 year fixed (July 14)</td> </tr> <tr> <td>Nat West</td> <td>80,000.00</td> <td>1.4%</td> <td>1 year fixed (Nov 14)</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>551,201.49</b></td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Imprest Acct	2,384.84	0.1%	Imprest	Barclays Current Acct	50,782.81	0.1%	Current	Santander	75,000.00	1.4%	1 year fixed (July 14)	Santander	140,000.00	1.4%	1 year fixed (Sept 14)	Nat West	75,000.00	1.75%	1 year fixed (Jan 14)	Nat West	128,033.84	1.0%	1 year fixed (July 14)	Nat West	80,000.00	1.4%	1 year fixed (Nov 14)	<b>TOTAL</b>	<b>551,201.49</b>		
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222/13	<b>Correspondence:</b> In response to a query it was explained that Banner Homes had approached the Chair and suggested possible methods of dealing with moles at the Castle Grounds.																																				
223/13	<b>AOB as allowed by Chairman.</b> None																																				
224/13	<b>Next Meeting:</b> The next meeting of the Parish Council will take place on <b>Wednesday 15 January 2014 at 7.30pm</b> in <b>Windmill Community Centre, Deddington</b> . The meeting closed at 9:12pm.																																				