

DEDDINGTON PARISH COUNCIL

Minutes of a Meeting held at the Town Hall, Deddington, on Wednesday 21st February 2007 at 7.45pm

Present: Cllrs Squires (Chair), Anderson, Collins, Flux, Ince, Privett, Spencer, Todd, Watts, Westbury and Wood. CC Jelf.

In Attendance: Lorraine Watling (Clerk)

15/07	<p>Apologies Apologies were received from Cllrs Alton, Rollason and Rudge and DC Cllr O' Sullivan.</p>
16/07	<p>Minutes of the last meeting The following amendments were made to the minutes of 17th January 2007: 6/07 (3) remove 'traffic calming surveys £2-3k 7/07 (f) replace the word president with precedent 7/07 (g) last sentence, replace 'this year' with 'annually' The minutes of the last meeting were then approved as a true record.</p>
17/07	<p>Declaration of Interests Cllr Squires declared an interest in 21/07 (c). 23/07 - Cllr Spencer declared an interest in planning applications 06/02446/F & 06/02447/LB and left the room whilst these items were discussed. 06/02451/F - Land to rear of 19 The Paddocks, Deddington. Cllr Westbury declared an interest.</p>
18/07	<p>Matters Arising not referred to later on the Agenda The people who enquired about using the Castle Grounds as a venue for a wedding reception (minute 7/07 (f)) no longer wish to pursue this idea.</p>
19/07	<p>10 Minute Open Forum The 10 minute open forum was not utilised by the general public.</p>
20/07	<p>Special Projects Report</p> <p>(a) Cemetery: Cllr Ince distributed copies of the latest update of the cemetery layout and reported that good progress has been made but before this document is finalised Cllr Ince and the Clerk will check the draft plan against the physical site. This comparison is expected to identify graves that are currently unmarked, some that have no headstones, others that have overgrown vegetation/bushes and a few headstones that are starting to topple. Wherever possible the Council will liaise with the families to resolve these issues. In order to ensure that all graves have at least a simple marker the Clerk will obtain quotes for PC approval. Cllr Flux suggested that before finalisation the cemetery layout be copied to Humphris with a request that they check it against their records. The Clerk will try to clean the glass in the cemetery notice board and insert a copy of the updated fees information.</p> <p>(b) Vandalism – Windmill Centre: The cricket pavilion and side screens have been vandalised again even though the steward has cut back the shrubs etc to improve the sight lines. The amount of usage and requirements of the building were discussed. Cllr Watts confirmed that the cricket club want to retain the pavilion in its current position. Cllr Collins noted that it was not used as a changing facility or by supporters. Cllr Flux proposed that he and Cllr Watts meet with the cricket club</p>

	<p>again in order to confirm their requirements. This was seconded by Cllr Todd and unanimously approved by Council. The Clerk will contact the insurers and tell them that the PC intends to make a claim and also notify them that it would prefer the roof repairs to be done using wooden shingles. The Clerk will get 3 quotes for the repair of the windows, balustrade, hole in the wall, and for the roof. Cllr Squires reported that the Police suggested that the shrubs be cut back (which the PC has done) and that better lighting facilities are installed. Cllr Ince reported that the Play Area for older children at the Windmill Centre has been closed as vandals have smashed glass amongst the play bark. Cllr Squires suggested that the top layer of bark be raked off and replaced. The Clerk will get an expert opinion as to how best to deal with this issue before taking any action.</p> <p>(c) Vandalism Gaveston Gardens: Youths are congregating in Gaveston Gardens where they are smashing glass, leaving litter, damaging the wall and causing distress to residents. Cllr Flux reported that recently three residents had tried to clear the mess up - the PC thanked them for their efforts. When such incidents occur residents should call 'Crimestoppers' on 0800 555 111 to report them – this can be done anonymously. Cllr Squires suggested that the lines of visibility be opened up by the wall by pruning the shrubs. He noted that the only area of the wall that had been damaged was the area that didn't have a bush planted in front of it. It was agreed that the Clerk will arrange for someone to repair the wall, prune the existing shrubs and plant 2 additional prickly bushes in front of the repaired wall. Two letters have been sent to the Co-op proposing that they work with the PC to try and stop the supply of alcohol to under-aged drinkers. No response has been received. Cllr Inc proposed that the PC raise this issue with Co-op Head Office. This was seconded by Cllr Todd and unanimously approved by the PC.</p> <p>(d) Liaison with the Police: The initial meeting with PC Morris had been good but there followed a period of poor response. The PC will endeavour to keep these meetings going.</p> <p>(e) Stewards Work: All requests for Max to undertake work are to be made through the Clerk, or the Chairman in her absence.</p> <p>(f) Rubbish Bins: Cllr Ince, the Clerk and the Steward met with CDC to clarify who is responsible for which bin. CDC will empty their bins once a week. Cllr Todd asked whether the bins are identified with labels at present. Cllr Ince said no, but he would action.</p> <p>(g) Dog Bins: 3 of the new dog bins are in place. The fourth will be installed in Hempton. There was an overspend of £300 on bigger dog bins. Cllr Collins proposed that this spend be retrospectively approved. Cllr Westbury seconded this proposal and the PC unanimously agreed to this.</p> <p>(h) Vandalism Leaflet: Cllr Westbury asked whether anybody had received any feedback about the leaflet from parishioners. Cllrs Collins, Squires and Watts all reported positive feedback.</p>
21/07	<p>Environment & Recreation Cllr Watts reported as follows: (a) Youth Projects/Teen Scene Area: Quotations have been received</p>

	<p>from one company. Two others have now surveyed site – the WG awaits their quotations. Fourth & final company still to visit site. The WG aims to have a full draft plan with costings and budget complete within the next 3 months. Discussions with Nursery have led the WG to remove the area behind & adjacent to the Nursery from the plans. All interested parties will be fully briefed/consulted when the draft plan has been completed. Cllr Westbury noted that there is nowhere for runners to use in winter and asked whether a running track could be included in any proposals. Cllr Squires explained that the facilities were concentrating on the needs of teenagers at present. Cllrs Ince and Westbury want to see the levels of vandalism reduced. Cllr Spencer said that this should happen as a result of the proposed facilities. CDC has reviewed the site and the WG’s plans and has allocated the PC a notional £20,000 from their bid for lottery funding of £200,000 for the whole district. The PC will need to apply for a grant around September if CDC successfully gets this money. Cllr Squires will investigate a provisional grant bid through the Landfill Tax Credit Scheme.</p> <p>(b) Grass Cutting/Weed Control: The Clerk is obtaining quotes for grass cutting and will make a recommendation to the WG. WG recommends that this year we spray the Hempton to Deddington path to control weeds as an extra to the usual weed control contract. This could help lengthen the life of this path, and delay costly resurfacing.</p> <p>(c) Allotments – Satin Lane: Estimates have been received for the clearance of additional allotments. Cllr Todd queried the expense. Cllr Squires explained that this was very old untreated land that would require a lot of clearing. The Clerk will confirm the number of Parishioners currently wanting an allotment. The WG recommends the additional clearance of 2 plots if new demand is sufficient. Cllr Todd proposed that allotment holders for both sites be invoiced in advance. This was seconded by Cllr Watts. The Clerk will action.</p> <p>(d) Parish Clean-up: The Clerk will contact community groups to inform them of the date for this year’s Parish clean-up – 9th June – and ask for volunteers to help.</p> <p>(e) Grants for Community Halls: Grants for Community Halls are available from CDC for up to £10,000. Submission deadlines are March & June.</p> <p>Parish Plan: The draft Parish Plan was copied to all Cllrs and will be discussed as a separate agenda item at the next PC meeting. WG’s were asked to focus upon their areas of activity. The draft has been sent to OCC, CDC & ORCC for comment - deadline for response is Easter Holidays.</p>
22/07	<p>Report from the Highways Group Cllr Privett reported the following:</p> <p>1. General:</p> <p>a) Clifton Layby: Works Instruction issued by OCC to tidy up. CDC advised that if bins are required DPC would have to pay for them. CDC will remove bed and gas canisters as these are “fly tipping” as opposed to general litter – HWG to monitor. Response from Cheney Coaches re their use of these areas and subsequent damage is still outstanding.</p>

- b) Parking St Annes., Clifton: Notification from resident about damage to verges on either side of the entrance. OCC – yellow lines not an option, along with bollards at £ 35 each. Letter to be sent to St Anne’s Nursing Home to facilitate a solution. Cllr Todd noted that it was a planning condition that they park on site.
- c) Gaveston Gardens Green: the footpath is showing signs of slight uplift from root growth. HWG will monitor
- d) Extension to temporary 7.5T weight restriction at Lower Heyford rail bridge from 12th March 2007 for 18 months. Network Rail plan to reconstruct the bridge in January 2008 at which time the B4030 will need to be closed.
- e) Flooding Aynho Clifton Road - responsibility of Northants CC. DPC highlighted issue of poor signage – Northants CC claim that two signs were lit. Northants CC to liaise with relevant bodies regarding run off water from adjacent land to try and prevent re-occurrence. Cllr Todd spoke to NCC who has confirmed that they have finished this work and will maintain it regularly.

2. Windmill Centre:

- a) Repairs to Access Road and Parking Area – Richard Broadbent provided letter and quotes regarding this work. He recommends that PC accept one of the quotations and confirmed that the Windmill Committee do not have funds for this work. He recommends that a small contingency be allowed as the damage has spread since the quotation was prepared. Cllr Westbury suggested that a further quote be obtained so that 3 in total have been considered. This was seconded by Cllr Squires.
- b) Traffic Calming: The Windmill Committee fully supports the safety measures (barriers and extended kerbed areas). HWG recommends this additional work to PC. There needs to be a contingency for signage - OCC has been contacted about possible signs and have issued a job number.

3. **Clifton Footpath:** The “night crew” have been clearing the footpath. The vast majority, if not all, has now been cut out and cleared.

4. Topics Progress:

Earls Lane: Quotation for the excavation and deposition and compaction of planings provided by OCC but OCC will not contribute to the cost. Cllr Todd considered this to be OCC’s problem as they caused it. Cllr Wood will send details of the problem to CC Jelf in order that he can try and resolve this with OCC Highways. HWG to approach other parties for funding.

Bus Stop/Shelter:

- a) OCC are chasing for confirmation that the repairs will be done this financial year – and thus the full cost will be met by Transport.
- b) Bus Shelter – additional brochure received and copied to Cllrs. Cllr Watts suggested that it should allow people to be visible. Cllr Todd suggested that it be a simple structure that won’t be an attractive meeting point for the youngsters Cllr Jelf noted that it is difficult to remove paint from wooden shelters. There is no deadline for grant applications. The bus shelter has been agreed in principal and it may include a couple of simple cycle loops on the structure. Cllr Squires

	<p>suggested that another company be approached for comparison.</p> <p>Traffic Calming: OCC will be undertaking 2 full surveys to collect data for VAS consideration, at the southern end of the village on the A4260 and on the Hempton Road. Data was collected in Hempton last September, and this previous data does not support VAS installation. HWG believe (backed up by our own data collection) that the greatest problem is the entry on the S bend before the Barford turning, and not after this turning which was where this earlier data was collected. OCC to undertake an additional short survey at the western entrance point to Hempton.</p> <p>Road Safety and Crossings: Cllr Privett to continue investigations, but will wait until the VAS data is obtained so HWG has more concrete information to work on.</p> <p>5. Any Other Business: Wheelie Bins: CDC's policy information has been requested. Post Box: scheduled for action by Steward. War Memorial Path: to be followed up. Grass Damage by Co-op Lorries near the church: HWG will look into this.</p>
23/07	<p>Planning Working Group: New applications 07/00064/F- Windsor Cottage, High St., Deddington - two storey side extension. Neighbour has written to Deddington Parish Council and CDC to object on grounds of loss of privacy and access problems. The access rights are a matter to be resolved between the neighbours. The PC will draw privacy concerns to attention of CDC and ask for planning conditions to be considered e.g. requirement for frosted glazing. Cllr Squires asked whether there is an issue with parking so Cllr Todd will put this observation to CDC. No objection 07/00185/F - 8 Gaveston Gardens, Deddington - first floor extension over garage. No objection. 06/02519/F - End Cottage, The Stile, Deddington - conversion of existing storage rooms to 1 No. first floor, one bedroom flat with garaging and storage at ground floor. No objection. 07/00094/F - 65 St. John's Way, Hempton - first floor side extension. No objection. 07/00127/LB - Horsefair Cottage, Horse Fair, Deddington- demolition of existing ground floor bay window (excluding lead flat roof) and rebuild to match existing. No objection. 07/00014/F - 45 Mill Close, Deddington - detached double garage. No objection. 06/02462/LB - The homestead, The Lane, Hempton - two storey rear and first floor side extensions, new roof with associated internal walls and front porch. No objection. 07/00249/F – Castle Dene, Castle Street, Deddington - convert existing barn to games room and nursery and re-roof with natural slate. Cllr Spencer declared an interest and left the room whilst this application was discussed. An observation will be made to CDC that conditions be applied so that it cannot be converted into a 'Granny Flat'. No objection</p>

07/00054/TCA – Glencree, Philcote Street, Deddington. Prune various trees. **No Objection.**

Approvals by Cherwell District Council.

06/02447/LB - land to rear of Holcombe Hotel, High St., Deddington.

06/02446/F - land to rear of Holcombe Hotel, High St., Deddington - amendments to approval 05/02245/F.

06/02173/TCA - 2 Manor Farm Barns, Hempton Road, Deddington.

06/02242/F - The Homestead, The Lane, Hempton.

06/02451/F - Land to rear of 19 The Paddocks, Deddington. Cllr Westbury declared an interest. CDC has written to explain that objections raised re infilling and access were considered before approval given. Proposal was considered to comply with Cherwell Local Plan which allows for infilling within the built-up limits of existing settlements. Because each site is assessed on own merits, no precedent has been created in their view.

Furthermore, Highway Authority is satisfied with safety of the access and extra traffic. Finally with regard to relocation of pumping station, Thames Water has raised no objections to sewerage or water infrastructure. Cllr watts asked whether this sort of application would have been put before the planning committee. Cllr Flux said no, the PC would have had to request our District Councillor to do this and it didn't. It was noted that this land is not under the control of the owner of number 19 The Paddocks.

06/02411/F - The Mews House, Castle St., Deddington. The PC asked for conditions to be applied to prevent subsequent conversion to "granny flat" and for use only by main occupier. CDC has imposed conditions forbidding new windows in walls or roof without prior consent with a view to safeguarding amenities of adjoining occupiers and prevent overlooking.

06/02088/F - Victoria House, Horse Fair, Deddington.

06/02230/F - Langton House, Chipping Norton Road, Hempton.

Miscellaneous

1) **Refusal of planning application 06/02048/F** to install solar roof panels at Stable Cottage, Hempton Road, Deddington. Adopted Local Plan has no renewable energy policies. The interim non-statutory Cherwell Local Plan does contain such policies provided no significant harm done to local environment but does not have weight of Adopted Plan. The Local Development Framework is being developed which will reflect awareness of climate change and most recent government guidance.

2) Development at St. Thomas Street. Concerns about possible removal of some trees and possible damage to some oaks. Tree Officer confirmed that some fruit trees removed will have to be replaced. Soil piled around oak trees has now been removed but she remains concerned about the efficacy of the protective screening and is pursuing this with owners.

3) Trees on A4260 opposite school. The Tree Officer inspected site with Cllr Anderson and Walter Meagher with a view to investigating possible TPO for certain rare specimens. Tree Officer explained that if land owned by OCC it is not the practice to place a TPO. Subsequent telephone conversation has revealed that some doubt exists as to ownership and a land search is being carried out. The PC thanked Walter Meagher for his help with tree matters in the Parish.

24/07	<p>Finance and General Purposes Working Group</p> <p>1. Cash Flow: The cash flow statement to 31st January was noted.</p> <p>2. Alliance & Leicester: An apologetic letter has been received from the Alliance and Leicester. The PC has been credited £4,800.56 for outstanding interest. The F&GP recommended that this account be closed and the money transferred to the West Bromwich Building Society where it will currently attract 4.85% interest.</p> <p>3. Internal Auditor: John Suckling has seen last year's working papers and accounts and discussed the day to day working with the Clerk.</p> <p>4. External Auditor: BDO Stoy Hayward has been reappointed by the Audit Commission for a further 5 years. The annual charge during that period will go up from £350 to £370.</p> <p>5. Town Hall: The toilet facilities are in need of repair and upgrading. The Clerk has obtained an estimate for a new low level toilet and heating system. Cllr Flux had obtained another quote. Cllr Wood proposed that we accept the lower estimate and Cllr Todd seconded this proposal. The Clerk asked permission to change the lock on the Town Hall to regain control of access to the building. This suggestion was approved. The Clerk will draw up a simple agreement for user groups to sign that will specify that no copies are to be made. Key Holders will be required to sign for their keys and this record will be maintained by the Clerk. Comparative charges and electricity use figures will be presented at the next meeting.</p> <p>6. Health Centre: The patient's bus has been little used by people in Clifton and Hempton. The charge for this year is likely to be about the same as last year - £132. The cost should reduce in future as the service will be provided on a fixed cost basis by Dial-a-Ride.</p> <p>7. Earl's Lane Parking Area: The group recommends that the CC be asked to pay for whatever work is required.</p>
25/07	<p>Report from Meetings:</p> <p>a) Parish Cluster Meeting. This was held at Banbury Town Hall and focussed on transport. The Clerk attended this meeting with Cllrs Rudge and Squires. VAS and boundaries were amongst the topics discussed with Ralf Grant – Head of OCC Highways Northern Area.</p> <p>Police Meeting at Hopcroft Holt Hotel. Cllrs Ince and Privett attended this meeting. Police Community Support Officers (PCSO's) were discussed. Local councils can part fund these officers. The total cost is approx £30k per annum and the Police would fund 50%. PCSO's have to be employed for a minimum of 2 years. Cllr Collins asked about their hours of work but Cllr Ince was not sure of this at present. Cropedy has approached neighbouring PC's to see whether they can pool their resources. Cllr Privett suggested that Deddington do the same as Deddington has approached the Parish about this in the past. Cllr Squires asked about the potential impact on revenue. Cllr Wood suggested that this could put an additional £15 on the precept (D rating). Cllr Watts thought that some Hempton residents might object to this increase. Cllr Anderson suggested that this issue be considered in the context of the Parish Plan and Cllr Squires supported this view. Cllr Westbury suggested that this was necessary due to the increased vandalism. The Clerk will copy the information pack to all Cllrs.</p>

26/07	<p>Play Areas: The Wimborn play area patch has been actioned. OCV have started laying the hedge at the Clifton Play Area and will finish this at the beginning of March. The play area for older children at the Windmill site has been closed due to broken glass amongst the bark chippings. The Clerk will ask Roger Davis for advice on this problem.</p>																												
27/07	<p>Invoices for Payment A schedule of invoices totalling £4,669.25 was tabled, a copy of which is filed with these minutes. These were approved for payment.</p>																												
28/07	<p>Investment of Council Funds At the close of business on 21st February 2007 the balances were as follows:</p> <table border="1" data-bbox="371 600 1353 853"> <thead> <tr> <th>ACCOUNT NUMBER</th> <th>BALANCE</th> <th>INTEREST</th> <th>NOTICE</th> </tr> </thead> <tbody> <tr> <td>Barclays Current Acct</td> <td>282.37</td> <td>.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Imprest Acct</td> <td>6,797.70</td> <td>.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>341,709.76</td> <td>5.10%</td> <td>Overnight</td> </tr> <tr> <td>Alliance & Leicester</td> <td>5,965.72</td> <td>2.5%</td> <td>30 Days</td> </tr> <tr> <td>Birmingham Midshires</td> <td>200,000.00</td> <td>5.13%</td> <td>Fixed Bond</td> </tr> <tr> <td>TOTAL</td> <td>554,755.55</td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT NUMBER	BALANCE	INTEREST	NOTICE	Barclays Current Acct	282.37	.1%	Imprest	Barclays Imprest Acct	6,797.70	.1%	Current	W. Bromwich Building Soc.	341,709.76	5.10%	Overnight	Alliance & Leicester	5,965.72	2.5%	30 Days	Birmingham Midshires	200,000.00	5.13%	Fixed Bond	TOTAL	554,755.55		
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29/07	<p><u>AOB</u></p> <ol style="list-style-type: none"> 1) Annual PC Meeting – Cllr Watts suggested buying some wine to accompany the Annual Parish Meeting. Cllr Ince proposed that the PC support this suggestion and Cllr Privett seconded this. Cllr Watts agreed to organise some wine and nibbles for this meeting on Tuesday 15th May. It was agreed that more should be done to advertise the meeting. Suggested topics for this meeting were the Parish Plan and any LDF developments. 2) Fun Fair - Perry Hatwell has written to the PC asking for approval for him to bring the Fair back to Deddington in November. The PC approved this request. The Clerk will write to him confirming this. 3) Parish Newsletter – Cllr Todd suggested that this idea be dealt with as a part of the Parish Plan discussions. He also suggested that its findings be presented to Parishioners. 4) Calor Prize – Cllr Todd asked if the automated watering system had been procured for the Town Hall. This will be purchased in the near future. He suggested that the hanging basket brackets need replacing and asked whether the PC had considered obtaining sponsorship for the hanging baskets this year. 5) Birds under the Town hall – Cllr Todd suggested that these are causing a nuisance. Cllr Privett will investigate bird repellent strips. It may be that nothing can be done until the Autumn as legislation protects nesting birds. 6) The PC will formerly congratulate the Fire Chief on her recent MBE. 7) Re-election of Chairman – Cllr Collins asked when the Chair would be up for election. Cllr Squires said that this would be at the May Meeting. 8) Cllrs Ince and Privett will investigate a new computer for the PC. 																												
30/07	<p><u>Next Meeting</u> The next meeting of the Parish Council will take place on Wednesday 21st March 2007 at 7.45pm in The Town Hall.</p>																												