

DEDDINGTON PARISH COUNCIL

**Minutes of a Meeting held at the Town Hall, Deddington on
Wednesday 16 February 2011 at 7.30pm**

Present: Cllrs Flux (Chair) Collins, Cox, Day, Finnigan, McDowell, Oldfield, Rudge, Squires, Ward, Watts and Williams and County Cllr Jelf and District Cllr O'Sullivan.

20/11	Apologies: Cllr Wood.
21/11	<p>Minutes of the last meeting:</p> <p>7/11 County and District Councillors update. The third from last sentence should read Cllr Squires asked whether the 59 bus service was a subsidised or commercial service.</p> <p>8/11 4) Planting. The last sentence should read OCC said that they would be satisfied but to contact them first.</p> <p>11/11 F&GP 9 Grass Cutting The third sentence should read The cuts, if undertaken by the steward, will be of the same frequency as the council cuts.</p> <p>12/11 Closure of the library. The fifth sentence of the second paragraph should read Cllr Todd noted that he would be unable to attend a meeting on this date. Cllr Oldfield and others felt that action should be taken as soon as possible.</p> <p>13/11 War Memorial The penultimate sentence should read Cllr Squires agreed this observation. Cllr Flux signed the minutes as a true record.</p>
22/11	<p>Declaration of Interests:</p> <p>29/11 10/01879/F Land adjacent to Calcutt Farms Cllr Watts declared a personal interest</p> <p>29/11 11/00009/TCA Bentleys 14 High Street, Deddington Cllr Squires declared a personal interest</p>
23/11	<p>Council Resignations:</p> <p>Geoff Todd has resigned from the PC. CDC has been informed and if nothing has been heard by the end of the day on Thursday 17 February 2011 the PC can co-opt to fill the position.</p>
24/11	<p>Matters Arising not referred to later on the Agenda.</p> <p>Fair complaints. Cllr Rudge has been investigating the Charter. After meeting with Hugh White she has decided to go to the records office in Oxford to see the charter. Cllr Watts suggested that Dave Rollason would also be a good contact. Cllr Squires suggested that the Historical Society might also have knowledge of the charter.</p> <p>X59 bus service. The Clerk has been informed that the X59 bus route is partially funded.</p>
25/11	<p>10 Minute Open Forum:</p> <p>Ash Cottage Development. Jane Welford addressed the PC regarding the developments at Ash Cottage. She thanked the PC for its help to date. She is unhappy with the correspondence received from the CDC planning department. On 26 January she received a note, despite it being incorrectly addressed, saying that the planning had been passed. On 31 January she received a letter from the acting CEO stating that the application was still under consideration and that due consideration would be given to the issues she had raised. She questioned where do we go from here? Cllr Flux suggested that she might decide to challenge the decision. She said that Mr Hughes of OCC Highways suggested that she be tolerant. Cllr Collins said that a further meeting had been arranged for Monday 21 February with Bob Duxbury. Cllr Collins will attend this meeting as an individual and resident rather than as a councillor. Cllrs Day and Williams will also attend. County Cllr Jelf said that he will let Mrs Welford have the name of the head of the OCC Highways Department so that she can contact them and let them know that she is not happy with her treatment. It was also suggested that Rob Lauder and Steve Hawking be written to. Mrs Welford raised her concerns regarding the vehicle access. It was also noted that the application for Ash Cottage states "two" cottages to be demolished whilst this has been a single dwelling since 1923. Cllr Collins suggested that if one wished to object to planning on the grounds of a Highway issue then OCC Highways should be contacted as well as the CDC planning department. He asked whether OCC Highways were aware of the PC's highways objections? Cllr Jelf agreed to follow this up, noting that the procedure was not ideal. It was noted that there are bats in Ash Cottage. Cllr Rudge to follow up.</p> <p>Proposed Library Closure. James Privett addressed the council as he wished to follow-up on the meeting that had been held the previous evening. He suggested that the parish is in a reasonably strong position as it is a 'rural hub' and that it was important to maximise support from the region. He suggested that other local PC's in the catchment area be contacted and asked to support the campaign to prevent the library from closing. He asked for further detail of the breakdown of the library costs presented by the OCC Council Member at the library public meeting and Cllr Flux said that he will provide this information in the minutes of the meeting. He questioned whether, if the library were to close, the PC could purchase the building maybe creating a semi community-semi council joint venture. Discussion followed about the options of a peppercorn rent, purchasing the premises and as a buy-in to the school making a community school. Cllr Flux urged that ideas should be emailed into the parish office (parishcouncil@deddington.net). James offered his services to the council and said that he has various connections with other groups and individuals that might prove helpful. The matter was then discussed in session detailed below.</p>
26/11	<p>County and District Councillors update:</p> <p>District Cllr O'Sullivan said that from April the bus passes can be used for dial a ride and that the start time to use the passes will be brought forward to 9am.</p>
27/11	<p>Motion submitted by Cllr Day:</p> <p>Cllr Day asked that a motion regarding creating a cooling off period before any resignation be accepted.</p>

	<p>However, Cllr Flux informed the council that it was not possible because as soon as written confirmation of a resignation is received it must be immediately sent into Cherwell. Cllr Day also proposed that the PC creates a new working group to discuss and propose a grievance policy and procedure for the PC that would comprise himself and former Cllrs Don Anderson and Martin Ince. They would help with the initial job of devising a questionnaire, undertaking a survey and analysing the results. The questionnaire would be issued to Cllrs for anonymous completion and return to Mr Anderson for independent collation. The feedback would then be analysed and Cllr Day would take the themes back to the PC so that an internal council working group could then be set up to make recommendations to the PC. Cllr Flux suggested that the policy should be named "resolution" rather than grievance, which Cllr Collins seconded. Cllr Day accepted this amendment. Cllr Oldfield suggested that a policy was not necessary and that Cllrs should be more candid about problems/issues. Cllr Squires expressed his reservations about whether it would work as the initial working group would be made up of two ex Cllrs who may not be independent. Cllr Cox also expressed her concerns about involvement of external individuals. Cllr Day said that if the council preferred he would be happy to collate the initial information. Cllr Finnigan said that he considered Mr Anderson and Mr Ince's involvement would be a good thing due to their previous experience in senior management roles and said that they would act in a neutral and professional way, Cllr Rudge agreed. Cllr Day said that it would be his preference that they are involved. Cllr Watts suggested that Cllr Day go ahead with using external help in devising the questionnaire and but be the sole recipient of the information and come up with the recommendations. Further discussion followed and the matter was then put to a vote. Cllr Collins seconded Cllr Day's original proposal. Cllr Squires proposed an amendment to the motion so that the external members are not passed the data and that it be collated by Cllr Day. Cllr O'Dowell seconded this amendment. This vote upon the amendment was initially tied but as the Chairman chose not to use his casting vote it was taken again. The amendment failed (4 votes for, 6 against and 1 abstention). The original motion was then put and the council resolved (7 votes for, 3 against with one abstention) that the original proposal to include Mr Anderson and Mr Ince in a working group with Cllr Day that will design and process the questionnaires and then once the generic themes have been compiled by Cllr Day help facilitate the recommendations for the PC. Cllr Cox asked if participation in the process was mandatory and was assured that it was up to individual Cllrs to decide whether they wished to take part.</p>
28/11	<p>Highways</p> <ol style="list-style-type: none"> 1. Outstanding Highways issues. The Clerk has written to Cllr Rodney Rose to complain about the current systems failure to meet its targets for logging and responding to Highways enquiries. The PC had written a letter that should have received a response by now. 2. Speeding. Thirteen individuals have been contacted to attend a meeting on 28 February 2011. 3. St Thomas Street. There will be a meeting between some residents living in St Thomas Street to try and resolve some parking issues. 4. RTA Hempton Road. Now appearing on OCC database. 5. Traffic lights from Hempton Road. A date will be sought for the repair and replacement of the sensor units and the new crossing to the South. Cllr Jelf reported that the budget cuts may impact upon this. 6. Market Place verges. DPC to seek OCC permission and quotes for Church Street verge and the posts for the southern green in the Market Place. 7. Grit Bin. The privately funded grit bin for Mill Close has been delivered and filled. 8. Emergency planning. A working group has been set up. 9. Dangerous parking in The Beeches. A letter has been received regarding dangerous parking in The Beeches. An acknowledgment will be sent to the resident. This is a police matter but the letter will be copied in to the school, OCC Highways, Thames Valley Police and the NAG. 10. Garden sacrifice. Offered outside Manor Farm to aid pedestrian safety. HWG to survey and ascertain the benefits and the costs. Subsequent discussions then need to take place with the resident to confirm details. 11. New Street verge. Cllr Rudge said that vehicles churning up the verge are causing problems for people getting on and off the bus. She queried whether the offer of hard standing was still available.
29/11	<p>Planning Working Group: Applications</p> <p>10/01879/F Amended – Land adjacent to Calcutt Farms, Radwell Grounds, Duns Tew Road, Hempton This is a revised proposal for the corn store discussed at last month's meeting. The new proposed location and tree planting will make the building much less obtrusive than that of the original plan. It was agreed that the PC will make no objection but ask that a condition be included that the machine is not operated between 11pm and 6am to avoid disturbing neighbours with operational noise.</p> <p>11/00009/TCA Bentleys, 14 High Street, Deddington (Replied 5/2/11) Proposed felling of T1 x Eucalyptus Tree in the rear garden. No Objection</p> <p>11/00030/F Ash Cottage Chapel Close Clifton. Application to demolish Ash Cottage and construct 2 four bedroom semi-detached dwellings including formation of new access drives and parking spaces. This new application replaces 10/01412/F and has taken into consideration some of the PC and Residents objections to the original application. As with the previous application 10/01412/F the Council has to consider this new application as a separate and unique application and not as a comprehensive one covering the whole Ash cottage site. A continuing problem faced when examining plans for this piece meal development has been their apparent inaccuracy. In the latest application, for example, the proposal states 'Demolition of existing</p>

cottages but there is only a single cottage on the site. Because of its size and layout the current parking problems in Chapel Close will be exacerbated by any additional development of the site. Delivery and collection vehicles already have difficulty and any increased parking could lead to access issues for Emergency Vehicles trying to reach existing properties. The Parish Council would like the existing cottage retained and renovated as part of any plans and has seen no justification for the demolition of this existing property. In Summary DPC wishes to OBJECT to the current application on the following grounds:-

1. The proposed dwellings are not considered to be similar in scale to that existing being excessive in bulk, height, footprint and overall massing.
2. Delivery and collection vehicles already experience problems and what is proposed will exacerbate these problems.
3. Access to properties further down Chapel Close is likely to be compromised.
4. What is proposed will turn the property permitted under 10/01799/F into the equivalent of back land development.
5. The whole development of this area has been ill-conceived
6. The PC is not convinced that suitable justification for the demolition of Ash Cottage as a dwelling that is statutorily unfit or substandard has been addressed and believe that any application should be based around keeping the existing building.

If this application is approved the PC would recommend the following conditions:

1. Suitable arrangements must be made for bats currently on site.
2. Suitable materials must be used
3. Garages must not be allowed to be used for any other purpose or converted to living space
4. No Extensions to be allowed without planning approval

Appeals

SB/10/01339/F Appeal to a previous refusal Land to rear of end cottage, The Stile, Deddington. No additional comments to be sent.

Approvals

- 07/0094/F 65 St Johns Way Hempton
- 11/00009/TCA Bentleys, 14 High Street, Deddington
- 10/01799/F Detached Dwelling Rear of Ash Cottage Clifton
- 10/01382/LB Old Farmhouse New Street Deddington

Correspondence

Ash Cottage: various email correspondence about this application have been copied to members of the working group. Cllr Collins has organised a meeting with Bob Duxbury from Cherwell Planning to meet with some local residents on the 21st February

Charter Community Housing: Matthew Burnell of this organisation has sent details of Caring Link Community Alarm Programme this is not related to planning and has been passed back to the clerk.

Other

Cllr Squires asked if there was an update on the proposed housing development behind Gaveston Gardens. Cllr Flux said that another meeting had been set for 24 February at 2pm at The Holly Tree Club. Cllr Squires asked why all Cllrs had not been invited to attend, as the development would effectively add another 10% to the households of the village. Discussion followed and Cllr Squires was told that he could attend if he wished to do so. Cllr Day noted that there will be a strong PC presence at the meeting as members of the planning working group will be in attendance along with the Chair and Vice Chair. He suggested that a "sensible dialogue" is possible without the need for all Cllrs to be in attendance and said that the PC will be updated as a matter of course. Cllr Squires said that planning could go through quite quickly and that DPC might only have a couple of meetings at which to formulate a response so the Cllrs need to be kept informed. Discussion arose about a possible conflict of interest.

30/11

Finance & General Purposes:

- 1) **Cash Flow:** no unusual items noted.
- 2) **Budget:** there will be a small deficit, but other income may be forthcoming e.g. solar panel levy (£1,334)
- 3) **Bank Mandates:** It was agreed that Cllrs Flux, Collins, Wood and the Clerk be authorised signatories on the Barclays accounts.
- 4) **Anglo Irish:** £200 k has been reinvested in Anglo Irish for one year at a rate of 2.84%
- 5) **West Bromwich:** investment to be reviewed to see if a better return can be achieved.
- 6) **Solar panels:** The Chairman said that following confirmation that the roof construction is safe it is recommended that the lowest quote and install the panels is accepted. Cllr Squires suggested that an element of speed was required to ensure that the current Feed-in-tariff is utilised (this is guaranteed by the government for 25 yrs). Cllr Day asked to see an analysis of the project. Cllr O'Dowell said that he has already analysed the proposal and it has an 11 year pay back period. The initial capital investment is £30,960 with an annual return of £3,134. Cllr Squires said that a review had taken place on 8 February and the government is reserving a right to refuse the buy back amount depending upon demand. This would leave the PC exposed for the weeks from committing to the work and the work being undertaken that this offer is reneged. Cllr Day suggested that if the buy back rate is reduced the PC could charge the WMC for the power generated as this would still mean that they were getting cheaper electric. Cllr Flux suggested that this seemed a sensible solution. It was unanimously agreed by the Parish Council, nem con, that the panels be purchased and the project be undertaken.
- 7) **Town Hall:** i) redecoration costs a meeting to be arranged with DCE ii) Lighting costs vs. Steward's

	<p>work. Currently awaiting DCE response.</p> <p>8) Castle Grounds: The English Heritage payment has been received for the outstanding grant amount for tree works. An invoice has been raised to claim the management fee for the annual maintenance of the ancient monument (grass cutting). No progress has been made over the entrance ownership. The friends have asked the PC to purchase a strimmer and have offered to cover the costs by making a donation. Cllr Collins to undertake a risk assessment and ensure that those using it will be properly trained and insured to use it. The Clerk asked that they also be asked to maintain the item. Cllrs Squires and Collins to liaise with the group.</p> <p>9) Library: Detailed below in 32/11.</p> <p>10) Member's allowances: It was recommended that there was no change to members' allowances.</p> <p>11) Hatwell's Fair: It was agreed that the fee will remain the same this year but be increased in 2012.</p> <p>12) Youth Club: Cllr Squires updated the PC that the Youth Club AGM had taken place the night before and whilst the numbers are down a new committee has been brought in. They are looking to change the day on which the club takes place and also target older children. As grant sources are running out Cllr Squires asked that if the Youth Club approached the PC would they provide £500? Cllr Squires said that there may be the possibility of another grant but that the £500 would provide funds to run the club from now until summer. It was agreed in principle that the monies be made available on the proviso that a formal written request from the club is sent to the Clerk.</p> <p>13) Cllr B Wood: It was agreed that Cllr B Wood would join the F&GP and Chair this WG.</p>
31/11	<p>Environment & Recreation:</p> <p>Clifton Lay-by bins: Cllr Finnigan informed the PC that the bins had been purchased and cemented into place. Cllr Collins said that Clifton residents had noticed and that they had been pleased.</p> <p>A4260 damaged branch: OCC has agreed that this needs removal but do not consider it urgent so will remove it next time tree work is being undertaken in the area.</p> <p>Oxfordshire record & conservation: Cllr Rudge asked for funding to attend this event in Oxford. The PC agreed that the £10 cost will be covered by the PC.</p>
32/11	<p>Library:</p> <p>County Cllr Jelf suggested that a bid for the community library option be put together as quickly as possible so that should the library be forced to close the PC would have a good chance to get some of the funding available. Cllr Flux said that the full minutes of the library meeting would be circulated to the PC over the weekend. There were some anomalies that had not been answered by County Cllr Heathcoat such as why the Watlington library is remaining open when it has less book issues than Deddington. County Cllr Jelf said that he would find out the bid process for the community library option and feed it back to Cllr Flux. Cllr O'Dowell asked whether the government might step in to save the libraries but County Cllr Jelf considered that this was unlikely. Cllr Flux said that it was best to assume that the libraries might close. County Cllr Jelf said that he had no idea of the parameters for deciding which libraries should close. Issue of books was not the sole criteria. Cllr Squires expressed concern that the PC/community were reacting slowly to this threat and that the closure should be fought. Cllr Oldfield asked what the PC was going to do? There was discussion regarding getting a petition together but Cllr Flux suggested that individuals writing had more gravitas than a list of names. Cllr O'Dowell questioned how large the catchment area was for the library and was advised that it was 24 villages. Cllr Ward said that the question regarding book issues of Hook Norton addressed to County Cllr Heathcoat had not been answered. The issue of books in Watlington is lower than Deddington but their library has recently been refitted which probably has a bearing on it not being closed. Cllr Ward had researched OCC's own data regarding the demography of the population of the parish. There are 2469 residents with 22.3% being aged between 0-15 years which is the second highest in the county, 27.4% are pensioners which is the third highest in the county and of those 4.8% are over 85. Therefore 50% are unlikely to make journeys to other libraries. Cllr Collins suggested that PC members mentor 50 people, urging them to write in to the consultation process. It was suggested that a list of reasons could be suggested to parishioners' in order that they can use the most appropriate reasons applicable to them. Cllr Squires said that he was disheartened by the response. Cllr Watts proposed Plan A (fighting the closure). County Cllr Jelf suggested running Plan A & B side by side. Cllr Collins asked whether starting Plan B (working with OCC to try and provide an alternative library service) after the 1 June 2011 would be too late. County Cllr Jelf said that this was a probable if the PC was hoping for funding and suggested that the PC start developing its plans now. Cllr Squires suggested that any funding from OCC may only last one or two years, which may result in the library being forced to close two or three years down the line. Cllr O'Dowell suggested that working on Plan B weakens Plan A. County Cllr Jelf agreed to find out the timetable for applications. Cllr Collins suggested that a big noise be made although was concerned that if we were to keep the library it would effectively shut someone else's. It was decided that the emphasis and energy would be put in to Plan A – fighting the closure with a small sub group looking at the alternatives. Cllr Oldfield suggested that OCC be informed that the PC are unanimously opposed to the closure of the library and include the demography information suggesting that it was not given the weight it deserves. The Clerk reported that responses received so far in the parish office confirmed that the library has a major social function in the community. For example a resident in her 90's has books delivered to her, which ensures she has someone checking that she is well. Cllr Cox said that she had heard that the Banbury Library was expanding to accommodate the increased demand and questioned how this would be funded as an increase in volume would mean more librarians, longer opening hours. County Cllr Jelf said that he had not heard that this would happen. Cllr Squires said that the task of the first working group</p>

	<p>would be to write a letter. Cllr Ward said that it should express the strength of feeling and have a strong persuasive content such as the 24 village catchment area backed up by the OCC demography figures and the amount of people attending the meeting. It was then proposed by Cllr Day that there should be three actions:</p> <ol style="list-style-type: none"> 1) The DPC write objecting and stating will be fighting against the closure. 2) A working group is set up including internal and external members 3) A second letter is sent from the working group detailing the objections <p>This was seconded by Cllr Squires and unanimously agreed. It was then agreed that the Clerk and Cllr Ward would write the initial letter. The library working group for Plan A was then set up and would include Cllrs Collins, Oldfield, Ward and Williams, members of FODL, James Privett and Susan Fuller acting on behalf of the Parish Clerk. It was suggested that local PC's are contacted and local schools (Bloxham, Steeple Aston, Middle Barton, Great Tew) and Richard Preston of the Valentine Club. County Cllr Jelf said that he would be involved in feeding back relevant information. Cllr Oldfield suggested that the Town Hall could be considered an alternative venue for a library. It was also decided that Cllrs Flux, Day and Rudge would be involved in preparing for Plan B should it be required.</p>																												
33/11	<p>Deddington on line and air: Cllr Ward updated the PC on the progress of Deddington on line and air. To appeal to a younger audience they are using social networking and from 1 March the on air should be working. Local authors have been recorded reading their books, the church services are already being transmitted and it is hoped that it can be used to involve other over the internet. Cllr Ward gave the example that as the Windmill Community Centre had wireless connection it would be possible to link with the PTA quiz and get people unable to attend to be involved. It was briefly discussed that the PC meetings be recorded for the on air inclusion. The Clerk informed the PC that OALC recommend that this not be done.</p>																												
34/11	<p>Emergency Planning: A paper was given to the PC defining the aim and objectives of the newly formed Parish Council Emergency Working Group (PCEWG). The working group plan to present their recommendations at the June PC meeting with a view to signing them off and making them publicly available in September 2011.</p> <ol style="list-style-type: none"> 1) Risk Assessment. Cllr Cox stated that a local risk assessment should be undertaken with a list of likely scenarios such as snow, major accident, road accident, power outage, loss of water, loss of gas, flooding, major fire etc. 2) Volunteers. The working group agreed a list of willing volunteers needed to be produced along the lines of the Good Neighbour Group (GNG) but clearly defining each volunteer's skills, abilities and services such as medical, cooking or 4x4 owner. Cllr McDowell to encourage the GNG to communicate with the PC to inform of their skills and services available. 3) Emergency Response Plan. Cllr Cox will investigate what the Red Cross, CDC and other organisations have within their ERP 4) Involvement. Cllr Rudge to approach various groups to evaluate interest such as the WI, School groups, Local businesses, Football, Cricket and Rugby clubs. 5) Equipment. Cllr McDowell questioned who would supply any equipment required such as shovels? <p>Actions Cllr Rudge to locate the previous GNG list and identify the groups at risk Cllr McDowell to create a ERP matrix for each village within the parish Cllr Cox to prepare a list of actions for the next PC meeting Cllr Williams has produced a snow guide for Oxfordshire communities and distributed it to local businesses, has asked that Deddington News and Deddington Online to publish. A note has been added to the guide that if any local businesses would like to 'sponsor' a Grit Bin they can contact the Parish Council to initiate.</p>																												
35/11	Report upon the Play Areas: Nothing of concern.																												
36/11	Invoices for Payment: Schedules of invoices totalling £3,518.90 for February were approved for payment.																												
37/11	<p>Investment of Council Funds At the close of business on 16 February 2011 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>894.33</td> <td>0.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Current Acct</td> <td>30,961.37</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>135,302.84</td> <td>1.0%</td> <td>Overnight</td> </tr> <tr> <td>Alliance & Leicester</td> <td>200,000.00</td> <td>2.5%</td> <td>1 year fixed (July 11)</td> </tr> <tr> <td>Anglo Irish Bank</td> <td>200,000.00</td> <td>2.84%</td> <td>1 year fixed (Jan 12)</td> </tr> <tr> <td>TOTAL</td> <td>567,158.54</td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Imprest Acct	894.33	0.1%	Imprest	Barclays Current Acct	30,961.37	0.1%	Current	W. Bromwich Building Soc.	135,302.84	1.0%	Overnight	Alliance & Leicester	200,000.00	2.5%	1 year fixed (July 11)	Anglo Irish Bank	200,000.00	2.84%	1 year fixed (Jan 12)	TOTAL	567,158.54		
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38/11	Correspondence. The correspondence list did not include the request for a Grit Bin in The Beeches on the correspondence list. The Clerk noted that the request had been passed to the relevant working group. This was the sole response to the notice put in the Deddington News.																												
39/11	Another other business: Cllr Finnigan passed on his apologies for the next two meetings. The Clerk asked Cllr Collins if he could confirm a July meeting in Clifton - he will discuss with Mr Fenemore.																												
40/11	Next Meeting: The next meeting of the Parish Council will take place on Wednesday 16 March 2011 at 7.30pm in the Hempton Church Hall.																												