

# DEDDINGTON PARISH COUNCIL

**Minutes of a Meeting held at the Windmill Community Centre, Deddington on  
Wednesday 16 January 2013 at 7.30pm**

**Present:** Cllrs Collins (Chair), Anderson, Bliss, Cox, Day, Finnigan, Flux, Oldfield, Rogers, Squires, Watts, Williams, Wood and District Cllr O'Sullivan and 8 members of the public.

1/13	<b>Apologies:</b> Cllr O'Neill and County Cllr Jelf.
2/13	<b>Minutes of the last meeting:</b> Cllr Collins signed the minutes of 19 December 2012 as a true record.
3/13	<b>Declaration of Interest.</b> <b>7/13 Dog Mess Bin</b> - Cllr Flux declared a general interest <b>12/13 Cancer Research UK donation</b> – Cllr Flux declared a general interest
4/13	<b>10-Minute Open Forum.</b> Rosie Burland asked if there had been any progress on developing a Neighbourhood Plan. Cllr Collins said that to date there had been none and that not many parishioners' had volunteered to assist. It was suggested that another call for volunteers be made. Cllr Collins said that he was still seeking a meeting with a member of the Adderbury PC to learn what they attribute to the success in having the planning development proposal refused.
5/13	<b>County and District Councillor updates.</b> <b>North Banbury Flood Defence.</b> District Cllr O'Sullivan informed the PC that the new flooding defence north of Banbury had been put to the test in recent weeks with great success. Cllr Collins said that he had heard from a Clifton resident who had blamed the same flooding defence system for the longer than usual flooding of the Cherwell flood plain. <b>Bicester Tesco's.</b> District Cllr O'Sullivan said that a recent planning application by Tesco's to open a larger store in Bicester had recently been approved. It is proposed that the current site will be taken over by Bicester Village for a further 28 stores. <b>Budget.</b> District Cllr O'Sullivan said that the Budget for 2013-14 year was due to be discussed the following week and had yet to be decided.
6/13	<b>Finance &amp; General Purposes</b> 1. <b>Bank accounts to end December.</b> When the NatWest bond was closed the interest transferred to a NatWest account. This has now been closed and the £2,253 interest transferred to the Barclays current account, this will appear in next month figures. E&R expenses included £84 in respect of the Christmas tree, £132 Brian Coaker fencing repair, £1,090 Bob Staig tree in Gaveston Gardens, £48 pansies, £300 hedge at Windmill Centre and £76 road closure for the fair. 2. <b>Budget for next year and precept.</b> Instructions from CDC have been received about how the precept should be calculated. Cllr Wood proposed that the precept for 2013/14 be the same as that for 2012/13 and the council agreed to this subject to the Clerk approving the dispensation requests made by Cllrs and received on the night. Cllr Wood provided a provisional breakeven budget noting that the income from interest was a guesstimate as the interest rates for the latter half of the year was not known. 3. <b>Procedures.</b> Cllr Anderson has produced draft Standing Orders and Cllr Wood will shortly distribute the draft financial procedures. Cllr Wood asked that any comments be passed to them prior to the next meeting so that they can be discussed and approved at the next meeting. 4. <b>PC credit card.</b> Cllr Rogers suggested that it would be a good idea for the PC to have a credit card for three reasons, the associated insurance cover, the ability to set a small limit and the ease to use for minor expenditure such as mobile top-up. Cllr Flux noted that at present he uses his own card to renew the internet security for the PC. It was agreed that any credit card be put in the Clerks name and the expenditure checked by 2 Cllrs. The Clerk has asked OALC to confirm whether a PC can have a credit card and is currently awaiting a response. It was agreed that Cllr Wood and the Clerk will progress the credit card. Cllr Day kindly offered to donate his spare mobile phone. He will pass this to Cllr Rogers to set up for PC use. The chairman said that he would cover any associated expenditure that might arise until the PC could formally approve the spend. 5. <b>Town Hall.</b> The PC is waiting for a statement from DCE. 6. <b>Clifton Road footpath.</b> OCC will be sent the £5,000 contribution.
7/13	<b>Environment &amp; Recreation</b> 1. <b>Christmas Tree.</b> Cllr Collins thanked Cllr Finnigan for sorting out the Christmas tree and its lights. Cllr Finnigan thanked all those involved in this project including Yngve Granne for donating the tree, Bob Staig for moving and erecting the tree, Cllr Flux for sorting out the electricity, organising additional lights and helping the Village Steward with the lights, the Village Steward for keeping the area free of traffic on the day that the tree was put up, putting the lights on the tree and then removing them later, and Hugh Stilgoe for taking the tree down. 2. <b>Castle Ground Rubbish Bin.</b> The Steward has been asked to empty an unidentified new plastic bin at the Castle Grounds. 3. <b>Notice boards.</b> A new notice board is required to replace Hempton board as it is beyond salvaging. Cllr Squires reminded Cllr Finnigan that the board outside the school also needs replacing. The Clerk will seek quotes. It was noted that a donation towards the notice boards might be forthcoming from Deddington News. 4. <b>Lawnmower.</b> Cllr Finnigan proposed that a petrol lawnmower be purchased for the Village Steward at a cost of £459 plus VAT. This motion was seconded by Cllr Collins and unanimously agreed by Council. The storage and insurance relating to the proposed mower were discussed. It was noted that a risk

	<p>assessment is required for the storage of fuel and appropriate measures must be in place and the landlords formal approval obtained. The E&amp;R have a particular model in mind so details of this will be sent to the Clerk in order that she can then seek quotes. The parish Clerk will investigate the economics of the Village Steward taking on the mowing of some of the amenity areas. Cllr Anderson noted that the PC should not overburden the Village Steward</p> <p>5. <b>Gaveston Gardens replacement tree.</b> Cllr Finnigan asked that a semi mature tree be planted in Gaveston Gardens to replace the felled one. Discussion followed. One resident had asked if the tree needed to be replaced and so it was discussed whether the residents of Gaveston Gardens should be asked if they would like a replacement. Cllr Flux noted said that the PC policy for the last 20 years was to replace any trees that were removed and this was in line with the proposed Tree Policy (discussed later in the meeting). The best time for planting a replacement was discussed but the general view was that it should be done in the next few weeks. The Clerk will ask Bob Staig for his professional opinion.</p> <p>6. <b>Dog Mess Bin.</b> Cllr Finnigan said that Cosy Lane was a hotspot of dog fouling before owners reach the open ground and proposed that a new dog bin be purchased at price in the region of £120 plus VAT. Cllr Rogers seconded this motion and it was agreed (7 votes for, 2 votes against and 3 abstentions).. Cllr Squires said that there had been a move by Natural England and Country Parks to remove dog bins and put the emphasis on owners to remove their dog mess, on the grounds of costs and the environmental impact. Cllr Anderson noted that people were not meant to put dog mess in their household bins. Cllr Flux said that the PC should be seen to make it easy for residents to deal with dog mess. Cllr Rogers suggested that the PC should continue with the current policy rather than changing it with no warning. Cllr Collins agreed that Cllr Squires had a point and a review might be due but that this site should not be affected by this review.</p> <p>7. <b>Hempton Planters.</b> The Clerk was asked to contact Brian Coaker to repair the brickwork on the two Hempton planters. The need to obtain three quotes was discussed and Cllr Wood said that the tender limit (to be outlined in the new financial procedures) would be an absolute limit of £1000. Historically Cllr Wood and the Clerk have liaised as to whether quote should be sought and no formal limit has ever applied. It was felt that the cost would be minimal and so Brian Coaker should be asked to do this work.</p> <p>8. <b>Tree Policy.</b> The Tree policy was presented to Council for approval. Cllr Oldfield said that it was an excellent tree policy and thanked those involved. There was two amendment to points 8 and 9 as follows; 8) Parishioners experiencing issues with trees on PC land should first contact the Parish Clerk by e-mail, phone or in person. DPC will treat each case on an individual basis, and, the PC will decide if remedial action is considered necessary and who should fund the costs and 9) DPC will make a decision taking into account advice by an accredited tree surgeon.</p>
8/13	<p><b>Highways &amp; Transport</b></p> <p>1) <b>Grass verge in Chapel Close, Clifton.</b> The verge has been churned up during building work, which is now complete. Residents have requested that the PC now take action. A site visit may be necessary. The chairman said that a resident had offered to contribute to the reinstatement of the verge.</p> <p>2) <b>Gates at Hempton.</b> There was some discussion as to whether both Hempton and Clifton should have entry gates to help reduce speeding. It was felt that Clifton did not have sufficient space for gates but that gates at Hempton should be considered. Cllr Rogers will obtain further information about their effectiveness and costings. Cllr Collins suggested that if the gates were installed the results could be monitored for consideration in other locations within the Parish.</p> <p>3) <b>Speeding.</b> A resident has contacted the PC regarding a vehicle driving at 60mph in the 30mph zone. The resident has asked that the newly elected Chief Commissioner of Thames Valley be contacted with the details. However the PC felt that it was better to ask the resident to pass the registration number of the offending vehicle to NAG acting Sgt Richard Miller who is looking to put more police hours into speed watch (with volunteer help) in the lighter days.</p> <p>4) <b>Cross Road Accident.</b> The improvements recently made (light sequence, traffic hoods and the further pedestrian crossing) have helped improve safety but it still remains the top accident black spot. It was suggested that the arrows on the road need re-painting. The working group will investigate if anything further can be done to improve safety and also find out the reason for the recent accident.</p> <p>5) <b>Hudson Street Crossing.</b> Cllr Rogers has had details of the rules regarding crossings and so will investigate what crossing, if any, is possible at the parish second accident black spot. Discussion followed about cost, trees, car parking and other matters outlined in the Highway rules. Cllr Squires questioned whether a central refuge could be considered. Cllr Collins said that the rules Cllr Rogers has should be published so that parishioners' can understand the restrictions and issues that getting a crossings entails.</p> <p>6) <b>Transport.</b> Cllr Oldfield has worked on the flyer detailing travel options available to the parish and will shortly email Cllrs for comments.</p>
9/13	<p><b>Planning Applications</b></p> <p><b>12/01593/F 2-3 Hudson Court Deddington.</b> Separate into 2 dwellings for the over 55's. <b>No objection</b></p> <p><b>Approvals</b></p> <p>12/01341/F &amp; 12/01342/LB Greggs Nook Hempton Road Deddington  12/01537/LB Berwick House New Street Deddington  12/01555/F 47 St Johns Way Hempton  12/00331/TCA Grove House High Street Deddington. The Clerk to check why PC received no planning</p>

	<p>application.</p> <p><b>Correspondence</b></p> <p><b>Tennis Club:</b> 12 emails from members (not all parishioners) supporting the proposed application for Floodlights</p> <p><b>OALC Training:</b> <i>How Local Councils fit into the planning system, Effective Responses to Planning Applications.</i> Course to be held on 10 July at the Civic Hall, Didcot at a cost of £60 plus VAT. Cllr Day proposed that two spaces are booked and the attendees confirmed closer to event. Cllr Finnigan seconded this and was agreed (10 votes for and two abstentions).</p> <p><b>CPRE</b> <i>The Development of a Neighbourhood Plan A Workshop for Parish Councils.</i> Course to be held on Tuesday 5 February at Dorchester on Thames. This workshop is designed for groups that have decided to develop a Neighborhood Plan (NP). Cllr Williams proposed that some Cllrs should attend the CPRE meeting to learn more. Cllr Anderson seconded this and was agreed (11 votes for, one abstention). Cllrs Day, Oldfield and Williams will attend if available. Discussion followed about whether the Council should support and/or lead the development of a neighbourhood plan. Cllr Day proposed that Neighbourhood Plans be an agenda item for the February Parish Council meeting. The Chairman seconded this motion and the council agreed to this.</p> <p><b>Tony Baldry</b> The Clerk forwarded an email with minutes of a debate on NP's (copy available in the office).</p> <p><b>Declaration of interests.</b> It was noted that during the working group meeting Cllr O'Neill declared an interest and left the meeting before the Pegasus and other developments were discussed. Discussion followed about whether Cllrs needed to do so at working group meetings as they can make no decisions. The Clerk said that it was up to the individual to decide when to declare an interest and whether it is pecuniary or general.</p> <p><b>Pegasus</b> Peter Adkin from Pegasus asked for a meeting with the PC. It was proposed by Cllr Day that the PC decline at present and ask for the feedback from their exhibition before considering a future meeting. Cllr Wood seconded this and this was resolved (10 votes for, 1 against and one abstention).</p> <p><b>Possible Developments 2</b> further letters of objection have been received.</p>																																				
10/13	<p><b>Emergency Planning</b></p> <p>Cllr Rogers produced the aims and goals of the emergency planning working group and the formal terms of reference. It was noted that these were in addition to the "perfectly serviceable set of emergency services who are highly trained and able to cope with all event they are likely to face". Cllr Rogers proposed that the PC adopt these (with the two minor amendments to include a cascade information via the Deddington Media Services and also to include the Water, Power, Gas and Telecommunication services). Cllr Anderson seconded this motion and it was unanimously agreed. Discussion followed about who should shovel snow and it was decided it should be the task of volunteers. Cllr Collins will try salting before the snowfall to see if this works. Cllr Cox reiterated that just one eggcup full was necessary to cover one square metre. There was some concern as to whether the PC could ask volunteers to salt at specific addresses thereby identifying vulnerable people. It was decided that they be asked to salt broad areas rather than specific houses. Cllr Flux suggested that common sense needed to be applied and not to raise expectations amongst the parishioners. It was confirmed that all of the salt bins had been filled and the Clerk reminded everyone that the salt was for public paths and roads only and not private drives and pathways. It was proposed that spare keys to the gritter shed be cut and available to volunteers. Cllr Rogers has printed off 150 leaflets regarding the law regarding snow clearance and will distribute these to local businesses on Thursday.</p>																																				
11/13	<p><b>BT Fibre Optics Project</b></p> <p>Residents are asked to contact their suppliers to arrange the changeover to fibre optic network if required.</p>																																				
12/13	<p><b>Invoices for Payment:</b> Schedules of invoices totalling £6,440.01 for January were approved for payment.</p>																																				
13/13	<p><b>Investment of Council Funds</b> On 16 January 2013 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>1,245.57</td> <td>0.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Current Acct</td> <td>38,473.55</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>Santander</td> <td>75,000.00</td> <td>3.0%</td> <td>1 year fixed (July 13)</td> </tr> <tr> <td>Santander</td> <td>140,000.00</td> <td>3.2%</td> <td>1 year fixed (Sept 13)</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>125,000.00</td> <td>3.0%</td> <td>1 year fixed (July 13)</td> </tr> <tr> <td>Nat West</td> <td>80,000.00</td> <td>2.0%</td> <td>1 year fixed (Oct 13)</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>534,719.12</b></td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Imprest Acct	1,245.57	0.1%	Imprest	Barclays Current Acct	38,473.55	0.1%	Current	Santander	75,000.00	3.0%	1 year fixed (July 13)	Santander	140,000.00	3.2%	1 year fixed (Sept 13)	Nat West	75,000.00	1.75%	1 year fixed (Jan 14)	Nat West	125,000.00	3.0%	1 year fixed (July 13)	Nat West	80,000.00	2.0%	1 year fixed (Oct 13)	<b>TOTAL</b>	<b>534,719.12</b>		
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14/13	<p><b>Correspondence:</b> The Clerk explained the content of one piece of correspondence in response to a question.</p>																																				
15/13	<p><b>AOB</b></p> <p><b>Disclosure of Pecuniary Interest.</b> The requirement to declare a pecuniary interest when discussing the precept was considered. Cllrs have completed forms asking the Parish Clerk for a dispensation to discuss this and she approved those that she received on the evening .</p> <p><b>Church Clock.</b> The Clerk will ask the PCC for their 50% funding donation towards the Church Clock repairs.</p>																																				
16/13	<p><b>Next Meeting:</b> The next meeting of the Parish Council will take place on <b>Wednesday 20 February 2013 at 7.30pm</b> in <b>The Duke of Cumberland's Head, Clifton</b>. The meeting closed at 9:14pm.</p>																																				