

DEDDINGTON PARISH COUNCIL

Minutes of a Meeting held at the Town Hall on Wednesday 21 January 2004
commencing at 7.30pm

Present: Councillors Flux (Chairman), Squires, Mrs Cox, Todd, Harvey, Alton, Wood, Rollason, Ellis, Westley, Haslam, Co Cllr Jelf, Graham Pitts (Clerk), Sue Gibbs (Minute Secretary).

1 /04 **Apologies**

Apologies were received from Cllrs Mrs Swash, Mrs Spencer and District Cllr O'Sullivan. **It was agreed that congratulations and a card should be sent to Cllr Spencer who had given birth to twin girls at the weekend.**

2/04 **Minutes of Last Meeting**

110/03: Cllr Harvey said that the report from the Planning Working Group omitted reference to the lights outside the Olive Restaurant and the Working Group would be reporting on this.

110/03(f): The queries regarding signage related to Chapel Square, not Philcote St.

It was agreed that this should be changed. The Minutes were then approved as a true record and signed by the Chairman.

3/04 **Matters Arising**

Responding to Cllr Squires, the Chairman reported no further developments on the RBL and promised to follow this up again.

4/04 **Declaration of Interests**

Councillors declared an interest as follows:

7/04(c): Cllr Flux an interest.

7/04(d) Cllrs Flux and Rollason

10 /04 (c): Cllr Todd

10/04 (e): Cllr Cox

10/04 (j): Cllr Ellis

5/04 **10 Minute Open Forum**

There were no members of the public wishing to speak

6/04 **Deddington Primary School – Report from PC Governor Representative**

Linda Davies, PC Governor Representative to the School tabled a report outlining the make up of the School's governing body under the new framework for the constitution of governing bodies. These changes meant that the Parish Council would no longer be a nominating body although she would be entitled to serve out her term, which expired at the end of June 2005. It

was felt that the school was an important part of the community and that the Parish Council should try and retain its involvement. Linda Davies confirmed that this could be retained either by becoming a sponsoring body or through the LEA. **It was therefore agreed that initially a letter should be sent to the school asking if the Parish Council could be a sponsoring body.**

Mrs Davies informed the PC that an Ofsted inspection would be taking place in March. She was asked to forward a copy of the school's latest Annual Report to the Parish Council for information.

Cllr Rollason asked about the interim period that was likely to occur following the resignation of the headteacher who would be leaving in April. Mrs Davies confirmed that interviews would be held at the beginning of March, but it was likely that whoever was appointed would have to give notice, meaning that they would not be able to take up their new appointment until the end of the summer term. **It was agreed that a note should be sent from the Parish Council to the headteacher, Mrs Lynne Stephens, wishing her well.**

The Chairman thanked Mrs Davies for attending the meeting and for her report.

7/04

Finance and General Purposes Working Group

The notes of the last meeting were circulated together with a draft Budget and explanatory notes. Cllr Wood reported as follows:

- a. A financial forecast for the year to March 2004, had been circulated prior to the meeting. It took account of "one offs" in the previous year, and expected and known changes for the next.
- b. It was explained that the revised budget for 2004/05 did not take into account any provision for traffic calming measures, or for resurfacing the all weather pitch. It was agreed that ways of reducing the grass cutting budget by £2000 should be explored and suggestions included looking at areas which were strimmed, the frequency of cuts at the Castle Grounds, including the former rifle range. Taking all factors into account it was proposed that the parish precept should be increased from £27.50 to £28.50. **This was unanimously agreed** and it was recommended that CDC should be asked for a precept of £24795. The net result would give a projected budget deficit of £3,894 at the year end.
- c. The Working Group had discussed S137 payments, questioning whether at a time when the Parish Council was trying to make savings it was appropriate that it should be donating money to charities, which villagers could make themselves. It was proposed that donations for this year to North Oxford Carers, Katherine House, and Macmillan Cancer Relief be reduced from £150 each to £50 each. **After some discussion it was agreed that it was important that the Parish Council continued its policy of supporting organizations which were of benefit to the local community, but that at this time the donations should be reduced as recommended by the Working Group.** It was noted that the matter would always be decided by a full meeting of the Parish Council.
- d. **All Weather Pitch.** Cllr Squires reported that the E&RWG had removed this from their budget proposals. It was suggested that the Windmill Centre Committee be asked to come up with a plan to obtain grant funding for this project and that the Parish Council would be prepared to spend up to £10,000 if needed to support this project. It was hoped that the project would be self-financing over a 10 year period, with hire charges being

levied for use of the pitch - Cllr Rollason confirmed that All Weather Pitches were always in demand. Responding to Cllr Cox, Cllr Squires confirmed that following an accident last year the pitch had been inspected and passed as safe, but the experts had also stated that it would need repair/resurfacing at some point in the future and obviously, if there were any further accidents, the inspection procedure would need to be gone through again. It was also felt that if the area was resurfaced it should, in future, be properly secured. After some discussion, **Cllr Squires proposed that the Windmill Centre Committee should be offered the first chance to come up with a viable plan to obtain grant funding for this project, and that up to £10,000 be put aside from reserves to assist with this project. Cllr Haslam seconded the proposal and it was agreed. It was also agreed that the Clerk should write to the Windmill Management Committee accordingly.**

8/04 Environment and Recreation Working Group

Cllr Squires reported as follows:

- a. **Hanging Baskets.** These had been included in the budget. **It was agreed that the maintenance of these would need to be considered.**
- b. **Rubbish Bins.** It was hoped that savings could be made by using a different type of bins, but the quality of these needed to be confirmed.
- c. **Wimborne Close Play Area.** The roundabout had now been installed correctly.
- d. **Cherwell Countryside Forum.** A meeting was to be held on 27 January. Cllr Rollason had agreed to attend. Cllr Wood stated that he would also be there but in another capacity.
- e. **Trees in Mill Close.** The Parish Council had received a request to fell one/two trees – each approx 20/25 feet high- at 30 Mill Close as the owner felt they blocked the light. However, it was agreed that to do so would set a dangerous precedent. After some discussion, Cllr Squires proposed that the owner should be informed that they were reluctant to have the trees cut down but that CDC would be asked to advise whether there was a way of restraining their growth and if so, that any cost incurred would be the owner's responsibility. This was agreed by 9 votes to 2.
- f. **Windmill Centre.** The Working Group had expressed concern at the likely financial impact of the loss of a key tenant at the Windmill Centre, particularly in view of the fact that a number of repairs were needed. The Chairman reminded the Parish Council that the Windmill Centre was now run by a company limited by guarantee, which had charitable status and was independent of the Parish Council. The Windmill Committee had asked to make a presentation to the next Parish Council meeting and **it was agreed that they should be asked to clarify the position regarding the terms of the lease as far as repairs and renewals were concerned.**
- g. **Signage on the Green.** Cllr Haslam asked what was the policy regarding signage on the green. It was confirmed that it had been agreed that there should be none. The Chairman agreed to make sure that the sign advertising the Pantomime be removed.

9/04 Highways Working Group

Cllr Haslam reported as follows:

- a. **Parking at Lime Cottage.** This had now been resolved and the grass verge reinstated

at the owner's expenses. Concerns had since been raised about parking in a number of other areas in the same street.

- b. **Better Ways to School.** The Clerk was asked to inform the working group when a date for the meeting had been set.
- c. **Babtie.** Timetables had now appeared in local shops but there was still concern that the service was not being used. It appeared that the service was building up but not as quickly as had been hoped. The Clerk confirmed that he had spoken to Babtie that day and asked them to send through posters to publicise the service, including in Deddington News.
- d. **Co-op.** It was agreed that the Clerk should speak to the manager of the Co-Op regarding delivery protocols and damage to the green areas, to ensure that areas of grass which were being damaged during the building works were reinstated. Cllr Ellis reported that the tenants of the corner cottage had been asked for the keys to the double garage and queried what was to be stored in the garage. **It was agreed that the Clerk should look into this as well.**
- e. **Roadmarkings.** OCC was still being chased on roadmarkings throughout the village.
- f. **Clifton Footpath.** Residents were being asked to respond by 6 February to survey on the proposed footpaths and alternative crossings. The Working Group would report back to the next meeting.
- g. **Hempton.** The Clerk had again written to OCC regarding this.
- h. **Traffic Calming.** A letter had been sent to Steve Bowden stating their updated requirements. Cllr Haslam emphasized that the Working Group was determined to get these instated.
- i. **Footpaths.** Cllr Cox said that a number of footpaths in and around the village were beginning to deteriorate. Co Cllr Jelf confirmed that he was having a meeting with Steve Bowden the following week and would raise all these matters. **It was agreed that the Clerk should let Co Cllr Jelf have full details of all areas of concern.**
- j. **Brick Paviors.** Cllr Todd reported that the brick paviors outside the almshouses and at the Castle Street end had collapsed and needed attention. **It was agreed that the Clerk should chase this up.**

10/04

Planning Working Group

Cllr Harvey reported as follows:

- a. A list of approvals since the last meeting was circulated
- b. **03/01722/LB St James Farm, Clifton** Erection of 2 metre high stonewall and timber gates and alterations to outbuilding (as amended by plans received 3/11/03 and 19/12/03). There was some concern as to whether this might be a precursor to back land development but Cllr Harvey confirmed that the wall did not go as far as that. **No objection.**
- c. **03/02472/TCA Orchard House, Hopcraft Lane, Deddington.** Fell 1 prunus. **No objection.**
- d. **04/00010/F Park Farm, New St, Deddington** Repair and internal alterations to existing house and conversion of existing stables to one dwelling. **No objection.**
- e. **03/02201/F 12 The Paddocks, Deddington.** Demolition of existing WC and store and erection of two storey extension (amended plans). **It was agreed that this was still too large an extension, caused a loss of light to the adjacent property and should therefore be opposed.**
- f. **03/02450/REM Land adjacent to Sedgheill and adjoining Four Winds Clifton**

Reserved matters and application 02/01388/Outline (July 02) for the erection of 1 dwelling and erection of 2 metre high close boarded fence to west boundary. Cllr Harvey confirmed that no letters of objection had been received on this occasion. **No objection.**

g. 03/02530/F The Hazels, 1 The Maunds, High St, Deddington. Two storey extension to create self contained unit for disabled person (NB: Previous plans approved DeCllr Harvey confirmed that this was a slight modification to plans approved in 2002, taking the extension back a further 7 feet. No letters of objection had been received. **No objection.**

h. 04/00007/F Holcombe Hotel, High St, Deddington. Erection of 1 dwelling with leisure building and garaging. A letter of concern had been received from Ms O'Neill, Renwick Cottage and the Working Group was also concerned that the proposed building was quite large for the plot of land. **It was agreed that the Parish Council should express its concerns for the neighbours and ask CDC to ensure that the necessary rights of way were maintained and not impeded.**

i. Two applications, regarding White Gates, Philcote St and Victoria Terrace, had been received since the Working Group's last meeting and the Clerk had written to CDC asking for an extension.

j. The Olive, Market Place, Deddington. Following concerns raised at the previous meeting, Cllr Harvey had confirmed with CDC that planning permission was needed for the lights that had been erected and that the leaseholders had been sent the relevant forms.

k. Signs at the Business Centre. CDC had confirmed that planning permission was not required for A-boards. Cllr Westley asked about the blue signs which had been put up. **It was agreed that the Clerk should look into this further.**

l. It was also agreed that the Clerk should chase up whether a change of use agreement was needed for the letting agent at Centre point

m. Holcombe Hotel. Cllr Harvey confirmed that planning permission was required for the banners at the Holcombe Hotel and that Shona King would be contacting the owners. However, the fact that they were now offering take away food did not require planning permission.

n. CPRE. A letter from the CPRE regarding the role of county councils in the proposed new planning system and draft letter of response from the Clerk was displayed on the planning board.

11/04 **Invoices for Payment**

Invoices totaling £4064.55 in accordance with a schedule circulated at the meeting, a copy of which is filed with these minutes, were approved for payment.

12/04 **Investment of Councils Funds**

At the close of business on 21 January 2004 the balances were as follows:

BANK BALANCES AS AT 21st January 2004

ACCOUNT NUMBER	BALANCE	INTEREST	NOTICE
70708526	257.03	.1%	Imprest

70708542	4687.98	.1%	Current
TOTAL	4945.01		
Bradford & Bingley	1000.00	3.4%	120 Days
W. Bromwich Building Soc.	520373.97	3.4%	Overnight
TOTAL	526318.98		

13/04 **Correspondence**

A list of correspondence was circulated at the meeting.

- a. **OALC.** A letter had been received from OALC giving details of a course on planning at a cost of £40 per person. **It was agreed that Cllrs Harvey, Cox and Swash should attend.**
- b. **Letter from CDC regarding tree felling Licence Application, College Farm, Hempton – 12 January 2004.** The Clerk confirmed that this was a copy letter from CDC to the Forestry Commission. **It was agreed that a copy should be sent to Walter Meher.**
- c. **Letter from Tony Baldry MP, 21 January 20034** enclosing a copy of his recent speech in the House of Commons. The Clerk confirmed that this related to the scrutiny of Parish Councillors.

Date of Next Meeting

14/04 Wednesday 18 February at the Town Hall commencing at 7.30pm.