

## DEDDINGTON PARISH COUNCIL

**Minutes of a Meeting held at the Town Hall, Deddington, on  
Wednesday 16 January 2008 at 7.45pm**

**Present:** Cllrs Squires (Chair), Alton, Anderson, Collins, Flux, Ince, Privett, Rollason, Rudge, Todd, Watts, Westbury and Wood.

**In attendance:** County Cllr Jelf and District Councillor O'Sullivan

001/08	<p><b>Apologies</b> Apologies were received from Cllr Spencer.</p>
002/08	<p><b>Minutes of the last meeting</b> The following amendments were made to the minutes of 19<sup>th</sup> December 2007: 156/07 the sentence should read Cllr Spencer and others involved were congratulated for this years Christmas Tree. 158/09 (9) Gaveston Gardens path repairs the phrase 'authorised through Cllr Privett' should be changed to 'authorised by council'. 159/07 (6) there should be an additional sentence saying 'No application has been received with regard to floodlights for the tennis courts'. 162/07 (d) Molly Neal should read Molly Neild. Cllr Squires then signed the minutes as a true record.</p>
003/08	<p><b>Declaration of Interests</b> 007/08 (5) Cllr Flux declared a personal and prejudicial interest.</p>
004/08	<p><b>Matters Arising not referred to later on the Agenda</b> There was unanimous approval for expenditure on the cemetery grave markers and bulbs. Cllr Flux was congratulated on the award of the MBE.</p>
005/08	<p><b>10 Minute open Forum</b> No parishioners utilised the 10 minute open forum.</p>
006/08	<p><b>Highways Working Group (HWG)</b></p> <ol style="list-style-type: none"> <li>1) Reduction of Lighting at Night: OCC Highways have been contacted to establish if there are is a policy or procedure for this. E&amp;R also asked to contact OCC to see if different angle on the environmental side. County Cllr Jelf will also investigate further.</li> <li>2) Sustrans &amp; Clifton Footpath: Sustrans have been contacted and outlined requirements necessary. They have indicated that projects may be eligible for 50% grants through 'Links for School'. Alternatively the council should be contacted regarding Betterways for schools. Cllr Todd was thanked for raising Sustrans at December 07 meeting.</li> <li>3) Hempton Pinch Point: OCC have agreed to bring out the white line as requested, but subject to the PC undertaking a resident consultation. A letter to be distributed to all residents by Cllr Watts.</li> <li>4) Earls Lane Parking: 5 positive and one negative response to date. No further news from Health Centre regarding their grant. In addition the Health Centre is currently running a questionnaire which residents are encouraged to complete.</li> <li>5) England 2006 Bus Concessions: details have been posted on Town Hall Notice Board.</li> <li>6) Bus Shelter Grant: has been received and banked.</li> <li>7) Lifting Drain in Market Square: appears to be surface storm water causing the problem. To be followed up with OCC. It was noted that Chapel Close, Clifton is also experiencing drainage problems. OCC to be contacted. Cllr Anderson noted that an application at Ash Cottage, Chapel Lane, had restrictions relating to drainage.</li> <li>8) Flooding in Clifton: A letter and photographs have been sent to OCC Highways regarding two elements of drainage that have not been maintained. When flooding occurs the two sewage outlets on the public footpath are hidden and are chest high deep. County Cllr Jelf will contact Sarah Alders who is responsible for footpaths.</li> <li>9) School Crossing &amp; Safety: Cllrs Watts and Privett met 2 Governors last week to observe the problem at afternoon collection from the School. Cllr Privett has since spoken with Steve Wood of OCC who is investigating who the Schools Travel Plan Liaison Officer is. Cllr Privett advised that the school was looking at some form of flashing lights and signage – Steve Wood advised that they are trialling a new sign and that physical calming is no longer used. Subsequent to this discussion, the HWG has received the Home2School Newsletter from OCC that lists various solutions to parking problems etc. HWG to pass this onto Cllr Watts for the Governors to consider and raise with the School in case they did not receive it. Steve Wood advised the initiative needs to come from the School via the Travel Plan Liaison Team.</li> <li>10) A4260: Letter received from Cllr Ian Hudspeth of OCC regarding the PC's concerns</li> </ol>

	<p>about the A4260. Remedial measures are being planned to the road south of Deddington. He is happy to meet with the PC to discuss our concerns further. Clerk to arrange a meeting with Cllr Hudspeth and let Cllrs know details in case they wish to attend. County Cllr Jelf expressed an interest in attending. HWG also received a letter advising that OCC have undertaken a study of rural bends to improve road safety. In conjunction with Jacobs (contractors) the proposed works on the A4260 south of Deddington will include:</p> <ol style="list-style-type: none"> <li>a) Provision of advance warning signs with adjacent "SLOW" road markings.</li> <li>b) Buff coloured high friction surface treatment on the sweeping end to improve skid resistance and further highlight the bend</li> <li>c) Renewing the road markings</li> <li>d) Enhancing the road studs along the route. (Cllr Todd asked that during the meeting with Ian Hudspeth that the use of a combination of both white lines and studs be investigated - he noted that some councils use this combination. Cllr Flux asked that some thought should also be given to the North of Deddington)</li> </ol> <ol style="list-style-type: none"> <li>11) Crossing Points: No news yet from OCC, however Darren Mizzen and colleagues have been spotted surveying New and High Street.</li> <li>12) Finger Post in Chapel Square: has been removed for re-painting. Cllr Flux asked that residents are made aware of its removal as some people think that it has been stolen. The Deddington News to mention.</li> <li>13) Post Box: awaiting news from Royal Mail.</li> <li>14) Traffic Lights: problems on Hempton Road if a large vehicle turns towards Banbury. The road sensors then fail to detect moving traffic and cue a result. A suggestion that after two missed goes the traffic lights return to the normal cycle. The Clerk will raise this point with Highways.</li> <li>15) Review of External Transport Posts: subject to sufficient funding from District Councils the 3 existing post holders will be vested with Oxford Rural Community Council from 1 April 2008. OCC will pay 50% of costs and district councils will be asked to contribute.</li> <li>16) Parking: HWG have in their possession the parking survey carried out in 2001 (or thereabouts). HWG will review the previous surveys and then ask E&amp;R to review also as it is possibly an issue that falls with both Working Groups</li> <li>17) St. Thomas Street: Cllr Spencer, in her absence, asked that parking/traffic problems be noted. The Parish Council thought that the traffic in St. Thomas Street was no worse than in other streets in Deddington so no further action to be taken.</li> </ol>
007/08	<p>Environment and Recreation</p> <ol style="list-style-type: none"> <li>1) Teen scene – The paperwork has now been approved by the Lottery Fund. The £20k contract from CDC to be sent through and reviewed. The two supplier's contracts to be requested, agreed and signed in conjunction with the first contract being signed.</li> <li>2) Youth Drop-in Centre: a meeting held with Jon Wild, from CDC and the vicar proved useful. Basic manuals provided on setting up a centre, plus details on grant funding. Plenty of grant money available for such a facility. Cllr Watts to explore venues as crypt not suitable. The working group to visit existing facility in Banbury or Bicester. Once local venue agreed there will be consultation with teenagers. The overall aim is to provide youth café/pub (no alcohol) aimed at 14-18 year olds to complement not compete with the existing youth club.</li> <li>3) Allotments: There have been 6 expressions of interest in setting up an association to run the Satin Lane site. Cllr Westbury to take forward. A rotovator will be hired so that the village steward can rotate overgrown plots for new plot holders once the weather improves.</li> <li>4) Friends of Daedas Wood: There has been two requests for funding; firstly, for sandwiches for a pruning event on 23 January and secondly, to update the photographic display board. The PC did not approve these items for grant funding, as it is the general policy of the PC that clubs and group's within the parish are self funding.</li> <li>5) Cherwell Green Spaces &amp; Playing Field Strategy: Cllr Rollason to attend meeting on 26 January 2008</li> <li>6) Castle Grounds: Working group recommend that trees and bushes to entrance approach are cut back. Cllr Flux suggested that Oxfordshire Volunteers be contacted by the Clerk. English Heritage has been contacted by the Clerk regarding the replacement of the information board.</li> <li>7) New Years Eve: It was noted that after New Years Eves there was broken glass in the market place. It was not suggested that it was broken maliciously but by accident. Cllr Westbury suggested that the public houses be asked to provide plastic glasses to take outside, as was the practice of The Unicorn this last new year's eve. The Clerk will diarise to contact all licensed establishments in October 2008 with this suggestion.</li> </ol>

008/08	<p><b>Finance &amp; General Purposes Working Group</b></p> <ol style="list-style-type: none"> <li>1) Cash Flow – There has been no opportunity to check the figures with the Clerk but all seems to be correct.</li> <li>2) Framework Budget: the framework budget for 2008/2009 has not yet been set. This years forecast appears in line with general policy to break even on current account.</li> <li>3) Budget bids: there have been some useful bids made which even though do not appear in the final budget are a useful record of what is pending. The budget will be a basic framework for the coming year. If something is budgeted it gives it no extra credibility until it has been approved by the council. Similarly if something is not budgeted, but is sufficiently supported, it can be approved during the year, so long as we have reserves to cover it. There is no need formally to budget capital items, as they will be paid for out of Capital Reserve, but it useful to have a note of what might be pending. In some cases the budget bids include items which fall within normal expenditure, in some cases such as the Highways bids, they can be left until decisions are taken. The teen scene expenditure will come out of Capital Reserve. Allowance are specifically to be made for the portable CCTV, the bench at Hempton, Town Hall decorations and a fireproof filing cabinet within an overall aim to about break even on current account.</li> <li>4) Precept. The F&amp;GP working group suggested a 4% increase for this year in the local precept. After some debate over inflation, it was proposed by Cllr Flux that the increase be 3%, and this was seconded by Cllr Watts. Cllr Rollason then proposed an amendment, that the increase be 3.5% this was seconded by Cllr Wood. The amended proposal was put to the vote and approved by eight votes to five.</li> <li>5) Members' Allowances: The Parish Council unanimously agreed that no payment, with the exception of travel expenses, be paid to the Councillors. Cllr Ince stated that residents should be reminded that the Parish Councillors are unpaid and do their work on a purely voluntary basis for the parish.</li> <li>6) Standing orders. In future minutes should detail whatever is said in the public section. This along with changes to the rules about declaring interests will be sent in a note to be approved at February's meeting.</li> <li>7) Johnson &amp; Gaunt have discovered a package of title deeds and conveyances, Cllrs Anderson and Wood to arrange to review next week.</li> <li>8) Contract of Employment: To be drawn up for Susan Fuller.</li> <li>9) Holly Tree Club: The PCs insurance company has been contacted re the buildings insurance for the Holly Tree Club. Currently it comes under the Parish Council's schedule and is reimbursed by the Holly Tree Club. This situation needs to be normalised.</li> </ol>
009/08	<p><b>Planning Group Applications</b></p> <p><b>07 / 02425 / LB – Clydesdale, Market Place, Deddington.</b> Re-slate roof to front of property, fit roof battens, felt and lead flashing to existing chimneys and repair roof timbers where needed. <b>No objection</b></p> <p><b>07 / 02439 / F – 1 Murdock Close, Deddington.</b> Two storey and single storey rear extension. <b>No objection</b></p> <p><b>07 / 02525 / LB – The Old Bakery, Market Place, Deddington.</b> New signage to shop front and redecoration. <b>No objection</b></p> <p><b>07 / 02590 / LB – Deddington Charity Estates</b> Put in place pigeon defences to stop birds re-nesting. <b>No response</b></p> <p><b>07 / 02662 / TCA &amp; 07 / 02664 / TCA – Castle End Castle Street, Deddington.</b> Remove lower branches of Yew tree (at neighbour's request to restore light and view) and remove diseased (and dangerous) branches from Ash tree respectively. <b>No objection</b></p> <p><b>Approvals</b></p> <p><b>07 / 02196 / F – Ilbury Farm, adjoining Duns Tew Road, Hempton.</b></p> <p><b>07 / 02237 / F – Land adjacent Ash cottage, Chapel Close, Clifton.</b></p> <p><b>07 / 02271 / LB - Applewood, Castle Street, Deddington.</b></p> <p><b>07 / 02272 / F - Applewood, Castle Street, Deddington.</b> Approved but referred to Secretary of State</p> <p><b>07 / 02285 / F – Centrepoint, Chapel Square, Deddington.</b></p> <p><b>07 / 02282 / TCA – Tubbs Cottage, 1 St Thomas Street, Deddington.</b></p> <p><b>Correspondence</b></p> <p><b>Local Development Framework – letter 18/12/2007</b> Notification of consultation events: 29<sup>th</sup> January, 11<sup>th</sup> March and 27<sup>th</sup> May.</p> <p><b>Draft East Midlands Plan Panel Report- letter 24/12/2007</b> Copies of the report are</p>

	available on line and representations about the report will be invited when the Proposed Changes are published this Year.																								
010/08	<b>Report upon the Play Areas</b> Max has been painting the older children's play area and it is looking good.																								
011/08	<b>Invoices for Payment</b> The schedule of invoices was presented. Invoices totalling £2,350.88 were tabled and approved for payment.																								
012/08	<b>Investment of Council Funds</b> At the close of business on 16 <sup>th</sup> January 2008 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 Current Acct</td> <td>1,619.50</td> <td>0.1%</td> <td>Instant</td> </tr> <tr> <td>Barclays Imprest Acct</td> <td>3,708.09</td> <td>0.1%</td> <td>Instant</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>334,147.42</td> <td>5.10%</td> <td>Overnight</td> </tr> <tr> <td>Birmingham Midshires</td> <td>200,000.00</td> <td>5.13%</td> <td>Fixed Bond</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>539,475.01</b></td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Current Acct	1,619.50	0.1%	Instant	Barclays Imprest Acct	3,708.09	0.1%	Instant	W. Bromwich Building Soc.	334,147.42	5.10%	Overnight	Birmingham Midshires	200,000.00	5.13%	Fixed Bond	<b>TOTAL</b>	<b>539,475.01</b>		
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013/08	<b>Correspondence</b> Post Office Closures: There will be a meeting regarding Post Office closures on 14 February at Hopcroft Holt Hotel. This is after the review that will be announced on 5 February and therefore falls within the consultation period. Cllr Todd asked whether parish councillors can attend.																								
014/08	<b>AOB</b> <b>Vandalism:</b> There was some vandalism over the Christmas and New Year period at the Windmill Centre. Cllr Collins reported that Teen Scene as potential users consider safety to be a major issue. Cllr Squires agreed but asked to defer further discussion until after the Windmill Centre Management Committee next meet. <b>Blood Donors:</b> The Blood Donors and Parish Clerk have been discussing the potential in terms of numbers of donor's and venue to run blood donor sessions in Deddington. The next step is to ascertain the level of potential interest. The correspondent from Deddington News suggested that it might be possible for blood donor enrolment forms to be distributed via the Deddington News. Cllr Todd said that it might be possible to distribute these forms via the Farmer Market. The Clerk will inform the National Blood Service of these potential distribution routes. <b>Christopher Hall:</b> The Parish Council thanked Christopher Hall from the Deddington News for his outstanding contribution to the magazine and also for the help that he has given to the Parish Council. <b>Notice Boards:</b> Cllr Watts requested update on work being undertaken to repair notice boards. The Clerk said that as it was a two person job Max had waited until the return of Cllr Ince to aid the notice board removal. <b>Windmill Wind Turbines:</b> The Windmill Centre Management Committee has been in touch regarding the parish councils permission and support in principle for a 20kwt horizontal axis turbine on an 18 metre tower or for 4 x 5kwt vertical axis turbines on 8 metre towers. As this item had only just been received by the Council and was not on the agenda, and as certain Cllrs would not have to declare an interest if the item was debated, it was decided to defer discussion until the next meeting. The issue was handed over to the Planning working group. Cllr Anderson suggested that the letter from CDC be retrieved regarding their guidance for the next meeting.																								
015/08	<b>Next Meeting</b> The next meeting of the Parish Council will take place on Wednesday 20 <sup>th</sup> February 2008 at 7.45pm in Deddington Town Hall.																								