

DEDDINGTON PARISH COUNCIL

Minutes of the meeting held at The Town Hall on Wednesday, 18th July 2001 commencing at 7.30 pm

Present: Councillors Clinch (Chairman), Bell, Clarke, Cosgrove, Mrs. Cox, Mrs. Davies, Flux, Miss Hill, Newey, Mrs. Swash, Todd and Mrs. Walker.

D.Cllr. O'Sullivan, C. Cllr. Matthews, Mr. D. Blakey (Clerk) and Mrs. J. Smith (Minute Secretary)

26/02 **Apologies**

Apologies for absence were received from Councillors Hart and Mrs. Walker.

27/02 **Map Group**

Mr. Norman Stone, representing the Map Group presented the Council with a cheque for £2250 being the surplus from the sale of the Maps, Books etc. This is in addition to the £1000 already paid to the Council. The Chairman thanked Mr. Stone and the Group for the tremendous effort that has been put into the project.

28/02 **Minutes**

The minutes of the Meeting held on 20th June 2001 were approved as a true record and signed by the Chairman.

29/02 **Matters Arising**

- a) Further to minute 18/02, Cllr. Mrs. Davies asked Cllr. Bell for an update. Cllr. Bell stated that a Parking Group meeting has been arranged for 1st August. It is expected that recommendations will be made following that meeting.
- b) Further to minute 11/02b, Cllr. Newey pointed out that e-mail addresses for Councillors were not included in the Deddington News as agreed. It was confirmed that these would appear as soon as possible.
- c) Further to minute 24/02, the Clerk reported that he and Mr. Nash had visited the cemetery and Mr. Nash has chosen 2 adjacent plots. Mr. Nash is applying for a faculty to re-inter his Mother in one of the chosen plots. The Clerk will inform Council when the faculty is received. The Clerk confirmed, in answer to Cllr. Bell, that all reserved plots will now be marked with a "reserved" sign, that he checks the plot before each funeral with the gravedigger and the undertakers have up to date plans. If a new undertaker conducts a funeral the Clerk automatically sends an up to date plan to them for information.
- d) Cllr. Clarke asked for an update regarding Stonepits. The Clerk stated that the Land Registry would not accept the application unless it is made via a Solicitor. It was agreed that this should be done.
- e) The Clerk confirmed that the window of the police station has been made available to the Council for the display of notices. It was agreed that the panels used to display plans would be used for this purpose.

30/02 **Urgent Business**

The Chairman agreed to add an item from Cllr. Flux on Neighbourhood Watch at the end of the agenda.

31/02 **10 Minute Forum**

No member of the public wished to speak

32/02 **Farmers Market**

Councillor Newey reported that a meeting of the Steering Group had been held and that it was agreed that a "Village Market" should be held on Saturday 22nd September, and every fourth Saturday thereafter if there is enough support. Flyers advertising the first date have been distributed. It is hoped that both Farmers and villagers will run stalls. If there is not enough interest from within the parish, invitations will be issued to stall holders from established markets such as Banbury and Chipping Norton. It was proposed by Cllr. Flux that the Council recognise that the Steering Group is an independent organisation that is supported by the Parish Council. This was seconded by Cllr. Cosgrove and agreed.

33/02 **Staff Matters**

Clerk - The Chairman circulated a report informing Council of the Clerks resignation. He recommended that conditions of service and hours should be reviewed before a successor is appointed. It was agreed that Cllrs. Clinch, Mrs. Davies, Flux and Todd together with the Clerk should meet to discuss this review. It was agreed to advertise the post on the basis of 2 ½ days per week on a flexible basis. It was proposed by Cllr. Flux that a vote of thanks should go to David for his devoted service. This was seconded by Cllr. Todd and unanimously agreed.

Village Steward – Chairman's report was circulated at the meeting, copy attached. New job descriptions for the current post and the additional post to be drawn up in accordance with the report and these should be reviewed annually. It was proposed by Cllr. Flux and seconded by Cllr. Newey that the new post should be advertised and the current post amended as detailed. This was agreed.

34/02 **Best Kept Village**

Following the success of the Parish in the Best Kept Village competition the Chairman circulated a report at the meeting for consideration at the August meeting. This will be placed on the agenda.

35/02 **Co op, Market Place**

Cllr. Flux reported on his meeting with the Officers of the Co-op. A minute of the meeting was circulated at the meeting, copy attached. Cllr. Flux thanked Cllr. Mrs. Swash for her attendance at the meeting. It was agreed that the Clerk sends a copy of the minute to the Police for their information.

36/02 **National Salary award for Parish Clerks**

The National Association of Local Councils has agreed a 3.5% increase on the pay scale for Parish Clerks effective from 1st April 2001. Cllr. Todd proposed that this new scale should be adopted. This was seconded by Cllr. Flux and agreed.

Environment and Highways Working Group

Cr Mrs Cox reported as follows:-

37/02 **Environment**

- a) Ragwort has been found in Clifton. This was reported by M Young who has agreed to be the scout for the area. A scout for the Deddington area has been found but one is required for Hempton.
- b) Clerk to contact and arrange a site meeting with the CDC tree specialist as some trees are in poor condition.
- c) Cr Mrs Cox will be meeting Mr Calcutt to discuss the planting of trees in the hedge along the Hempton Road.
- d) It had been suggested that the Church Cemetery needs attention and tree planting, but it was pointed out that the Parish Council do not have jurisdiction over the Church Cemetery .
- e) The Clerk confirmed that the mowing of Clifton Road grass verge was in hand.

Highways

- a) The urgent need to assess the Hempton pinch point for a stop sign has been handed over to Mr Bowden. A site meeting has still to be arranged.
- b) A site meeting has also to be arranged in respect of the Clifton footpath. Mr Bowden has confirmed that the underpinning of the wall at the eastern start of the path is included in the cost.
- c) A lady who lives in St John's Way, Hempton has contacted Cr Mrs Cox to express her delight with the new footpath.
- d) OCC have stated that the extension of the Hempton footpath by the bus stop is not likely to take place for a long time. Cr Cosgrove expressed his dismay at this decision by the County.
- e) A discussion on A frames will take place at the next Meeting as it had not been possible for the Working Group to discuss the subject.
- f) A letter had been received from Mr Walsh re Pepper Alley, Clifton. This concerned private land and is not a matter for this Council.
- g) The permanent repairs to the Market Place, Bull Ring etc are planned for 6 weeks time.
- h) Further vandalism has taken place at the Windmill Centre and it was agreed that papers relating to surveillance cameras and insurance of equipment be passed to the Windmill M C.
- i) The Traffic Management Scheme has not started and it was agreed that the Clerk should write to OCC requesting a time schedule. Cr Matthews will also speak to Mr Carritt on the matter.

Parking

There is to be a meeting of the Group during August. Cr Mrs Cox is working through the comments and collating them street by street. It is hoped that the Group will be able to make a full report to the August Meeting of the Council.

Recreation and Grants Working Group

Cllr. Haslem reported as follows:

- a) A report of the Objectives of the Group for 2001/02 was circulated at the meeting, copy attached.
- b) Several meetings have taken place with Deddington Colts FC and Parish Council representatives to confirm the actions required to provide the DCFC with part usage of the Castle Grounds along with the other recreation users. The club are fully aware that any improvements made at the Castle Grounds are for the benefit of the Parish. They have confirmed that they will continue to support the Windmill CC and they are fully ware of the multi use of the Castle Grounds and that the area is not for their sole use. They propose to fund raise both within the Parish and outside to support the improvements and the growth of the club. The club are also aware of car parking issues and willing to work with PC on ongoing alternatives. Requests have been made for the following –
 - 1 an additional key to the 5 bar gate at the Castle Grounds to enable improved access;
 - 2 an additional quote for an extra 2 – 3 foot of stone surface along the lane;
 - 3 agreement that the Windmill may be utilised if the Castle Grounds is not ready for start of season;
 - 4 Parish Council to assess rental agreement; and
 - 5 improved dog fouling measures.

It was agreed to provide key, obtain the quote and place a sign explaining to dog owners that children are using the area. There was no objection to (3) subject to agreement being reached with other users of Windmill CC. It was agreed that the Finance Committee would review the current agreement with DCFC and draw up a new agreement for the use of the 3 additional pitches at the Castle Grounds. It was proposed by Cllr. Haslem that £100 per annum continue to be charged for the pitch at the Windmill CC and £300 per annum be charged for the 3 additional pitches. This was seconded by Cllr. Mrs. Swash and agreed. It was also agreed to review the rental on an annual basis. The Clerk to request copy of DCFC accounts. from the Club.

- c) Cllr. Cox pointed out that the “Members Only” sign should be removed from the tennis courts at the Windmill Centre, as the courts are available for public play. Cllr. Clarke proposed that the Council re affirms it previous decision that no grants will be awarded to the Club until the

sign is removed. This was seconded by Cllr. Mrs. Cox and agreed. It was also agreed that a notice should be placed in the Deddington News stating that the courts are open to the public.

41/02 **Finance and General Purposes Working Group**

Cllr. Mrs. Davies reported as follows:

- a) A meeting of the Group was held on 16th July 2001. The Clerk prepared a paper on the allocation of balance of capital account between schemes, this was discussed by the Group and decided that more information should be sought from working groups on proposed projects or schemes they have in mind for the next year. A questionnaire was handed to all Councillors to enable each Working Group to propose a budget. Chairs of groups were requested to return completed forms by the October meeting. The F&GP will discuss WG budget requirements between October and November meetings with a view to reporting to Councils at the November meeting. Precept discussions will take place between November and December with a view to reporting to Council in January.
- b) F &GP will draft a consultation paper to go to every parishioner, explaining the interest earned versus precept dilemma and asking for views.
- c) Confirmation is awaited from Deddington News regarding the Parish Council column. In anticipation of their agreement, the proposed item for September would be a profile of the Clerk, for October a profile of the Village Steward and November an item on the precept.
- d) The Clerk confirmed to Cllr. Mrs. Davies that the public liability/indemnity insurance would cover the type of situation that occurred in the Nash/Coleman case. He is still corresponding with the insurance company regarding the fidelity insurance.
- e) Disabled access to the Town Hall. Clerk to check with District Council when the legal requirement comes into force which states that there must be disabled access to all public meeting places.

Friends of Deddington Library

Cllr. Todd reported that a meeting had been held and it has been confirmed that works should commence on the Library in November. A concert held by children from Deddington Primary School raised £109, which was donated to the Library.

42/02 **Planning and Property Working Group**

Cllr Miss Hill reported the recommendations of her Group as follows:

a) Applications

01/01349/f **Boulderdyke Farm, Clifton** – change use of land from agricultural to car park and access – Cllr. Mrs. Davies declared an interest – suggest that signs are placed each side of Walnut Close warning Anglers to take care - no objection

01/01300/F **The Bakehouse, New Street** – demolition of rear two storey extension and erect replacement two storey extension – no objection

01/01336/f **Holcombe Hotel, High Street** – double garage extension to existing single garage – no objection

01/01334/f **2 St Thomas Street** – erection of conservatory to rear of dwelling – no objection unless local residents complain

01/01386/f **Chapel Cottage, Chapel Square** – single storey extension to rear of property – objection to retrospective planning.

01/02380/f **1 The Old Police House, Hempton Road** – demolition of existing garage and erection of two storey extension and garage – no objection unless local residents complain

The above recommendations of the Group were agreed.

b) Approvals

01/0974 f – 1 Manor Farm Cottage

01/0235LB – Wirrall House

c) It was agreed that a letter should be sent to CDC stating concern at the increase in retrospective planning applications. The letter should seek their views in supporting refusal of such applications.

d) Cherwell DC has consulted re Planning Control Best Value Review. A reply was sought by 27 July. A workshop will be held on 30 July. It was agreed that Cllrs. Miss Hill and Flux would attend.

43/02 **Windmill Management Committee**

In Cllr. Hart's absence there was nothing to report.

- a) Cllr. Bell reported that the cover is rusty on the light stand at the hard court and could be dangerous.
- b) It was also noted that the railings are broken outside the disabled entrance. The Management Committee to investigate and report back.

44/02 **Invoices for payment**

Invoices totalling £3,755.19 in accordance with a schedule circulated at the meeting, a copy of which is filed with these minutes, were approved for payment

45/02 **Investment of the councils funds**

a) At close of business on 17th July 2001 the balances were as follows: -

Account No	Balance	Rate of interest%	Notice
60858471	5,461.39	3.0	14 days
60708569	16,461.29	1.8	Overnight
70708542	<u>560.00</u>		Current
	22,482.68		
Bradford & Bingley BS	19,970.00	4.70	120 days
West Bromwich BS	505,277.47	5.30	Overnight
Total	<u>547,730.15</u>		

46/02 **Correspondence**

A list of correspondence was circulated at the meeting, copy attached. It was proposed by Cllr. Todd that a £50 donation be made in response to a request from Chipping Norton Theatre; this was seconded by Cllr. Clarke and agreed.

47/02 **Neighbourhood Watch Scheme**

Cllr. Flux reported that he had received notification via the Neighbourhood Watch Scheme of a likely increase in burglaries due to the recent release of known criminals. A warning had also been given in relation to high pressure door to door burglar alarm salesmen who prey on elderly residents. It was agreed that future faxes would be sent to the Clerks Office.

48/02 **Date of next meeting**

Wednesday 15th August 2001 at the Town Hall commencing at 7.30 pm