

DEDDINGTON PARISH COUNCIL

Minutes of a Meeting held at the Town Hall, Deddington, on Wednesday 19 July 2006 at 7.45pm

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

In Attendance: Lorraine Watling (Clerk)

101/06	Apologies Apologies were received from Mrs Spencer and District Councillor O'Sullivan.
102/06	Declaration of Interests There were no declarations of interest.
103/06	Structure of the Working Groups Membership of the working groups is as follows: Highways - Cllrs Collins, Privett and Rudge – there will be a revolving Chair Planning – Cllrs Todd, Westbury and Anderson – Chair to be decided at next meeting F&GP: Cllrs Wood, Alton, Todd and Flux – Cllr Wood will Chair Environment: Cllrs Watts, Rollason, Spencer and Squires – Chair to be decided at next meeting. Cllr Ince has yet to join a working group but will do so when he is more aware of the functions of each.
104/06	Minutes of the last meeting The following amendments were made to the Minutes of the meeting held on 21 June 2006: 1) Declarations of interest. There was no item 10 (c). Cllr Todd had declared an interest in item 91/06 (c). There was no item 11(a) Cllr Mrs Spencer had declared an interest in 91/06 (c). 2) Minute 94/06 (b) Cllr Watts asked for it to be recorded that he had suggested that speed ramps be installed at the Windmill Centre and that larger speed limit signs were desirable. Cllr Mrs Rudge asked for it to be recorded that the elderly people that regularly use the Windmill Centre would experience difficulties if vehicles had to drive over the suggested ramps Subject to these amendments the minutes were approved.

	<p><u>Matters arising:</u> 94/06 (b) Cllr Flux reported that the Windmill Management Committee and some regular clubs that use the centre were strongly against the idea of installing speed humps largely because of the discomfort that would be experienced by elderly users of the site. There was also no budget available for such an installation. Feedback from two 4WD vehicle owners suggested that speed humps would not deter 4W drivers as they have no effect on off-road vehicles and therefore do nothing to encourage them to slow down. He reminded the council that the use of speed humps in Earls Lane had been vetoed after objections from the Health Centre. The Windmill Management Committees preferred approach is to talk to parents directly, to ask them to take more care, and recommends that humps are not installed. Cllr Westbury suggested that a less direct entry might be a solution but Cllr Flux suggested that this could limit the amount of parking available. The Chairman passed the issue of speeding at the Windmill Centre to the highways working group for further investigation.</p> <p>Cllr Flux reported that he had talked to the cricket club and told them how to make grant applications.</p>
105/06	<p>10 Minute Open Forum There were 2 members of the public that spoke during the open forum.</p>
106/06	<p>Standing Orders Prior to the meeting the current standing orders had been distributed. Cllr Squires suggested relaxing the 10 minute forum. Cllr Wood reported that Bloxham PC adopted a more relaxed approach that worked well and was based upon the Chairman’s discretion. Cllr Collins suggested that it could be extended to half an hour and be more open. Cllr Anderson asked if the PC meeting is in effect adjourned during the 10 minute open forum. Cllr Flux confirmed that no discussions can be made or put into the minutes during such open sessions. Cllr Todd suggested that rule (3) allowed sufficient time as it was flexible even though section (11) states that ‘no debate will ensue’ and ‘under no circumstances will the total time exceed 10 minutes’. Cllr Rollason suggested rewriting order 11 to make it less rigid. Cllr Todd suggested that rule (3) be referred to in brackets. The Chairman passed this matter to the F&GP working group and asked them to draft a possible revision.</p> <p>Cllr Squires raised the possibility of putting a time limit on the duration of the Chairmanship for discussion. He suggested that perhaps it should be limited to 2 years. Cllr Anderson asked for more background to this suggestion. Cllr Squires said that it would encourage change and help ensure that full time working people were not excluded as potential Chairpersons. Cllr Flux noted that the Chair of a Parish Council is a working position rather than a titular one as with many Town Councils. He suggested that it was already difficult to get a Chair available to undertake the required work and that such a 2 year limitation could be a problem. Cllr Todd suggested that a system based upon the Vice-Chair becoming Chair and then Vice-Chair again might offer some continuity. He noted that sometimes change is</p>

	<p>good but that people needed continuity and also knowledge. Cllr Collins proposed that as Cllrs choose their Chair every year through a vote no time limit is required. Cllr Westbury seconded this suggestion but Cllr Watts objected to this. Cllr Flux suggested that many people do not realise what the Chairman actually does and said that he supported Cllr Collins view that there was no need to impose a limit. A vote was then taken on a show of hands. 4 Cllrs wanted a change considered but the other 9 did not so this rule will be left as it is.</p> <p>Rule 12 was discussed. Cllr Collins wondered whether low cost activities could be delegated but Cllr Flux queried the legality of this. He noted that on 2 or 3 occasions in the past email and the telephone had been used in order to facilitate quick decision. Cllr Squires noted that working groups can only make recommendations, all decisions must be ratified by the Parish Council as a whole. He asked the F&GP working group to consult with Cllr Collins to see if any minor amendments are required.</p> <p>Cllr Rollason said that rule (6) needed to be amended to remove an ‘(s)’.</p> <p>Cllr Squires asked whether the PC Meetings should continue to be held on the third Wednesday of each month. The third Wednesday fits in with the Deddington News deadline and is also when the village expect the meeting to take place therefore the majority of Councillors wanted it to stay as it is.</p>
107/06	<p>Planning Working Group Cllr Todd reported as follows:</p> <p>(a). 06/01266/TCA 4 Manor farm Barns, Hempton Road, Deddington. Fell 1 willow tree due to its roots causing problems. No objection.</p> <p>(b). 06/00960/F & 06/00961/LB: Cromwell House, Market Place, Deddington. Amended plans received have removed the north facing velux windows which the PC commented upon when the plans were resubmitted. This will obviate overlooking of the neighbouring properties but our other comments still stand. Already replied to Cherwell District Council (CDC) due to last date for return (08/07/06). No objection.</p> <p>(c) 06/01164/F 6 Hempton Road, Deddington. Amends permission 06/00157/F. Omits single storey section at rear against no. 6. No objection.</p> <p>(d). 06/01206/F St Anne’s Residential Home, Main Street, Clifton. Additional Wing. The original application (06/00273/F) caused concern to neighbours (over-development, environmental, parking etc.). The PC supported the neighbours and sympathised with their concerns. The application was withdrawn. The revised plans omit the second storey, reduce the additional bedrooms from 10 to 9 and allow vehicles servicing the site and visitors to pull off the road by placing the security gates within the grounds. Staff (18-20) parking will be provided at rear of site (behind the security gates) but only 6 spaces were shown on the plans whereas the covering letter talks of 9. The number of residents will increase from 10 to 33 (with some of the current bedrooms becoming single occupancy). The revised proposals are better than those previously submitted and the neighbouring property owners are, in general, better satisfied (subject to</p>

conditions that they will write to CDC about). Cllr Collins suggested that parking will still be a problem because 12-14 staff cannot park in the proposed 9 spaces and that only 6 of these are currently shown on the plans. Cllr Squires suggested that there may be room for extra parking on site but Cllr Todd feared that this might restrict the garden for residents. Cllr Ince noted that the problem windows were now on the south side. The PC objected to the revised plans on the basis that there are still issues to be addressed. Cllr Flux commented that in Oxfordshire the number of homes for the elderly is reducing. The PC recognises that such homes are needed for an aging society. It is not against the St Anne's home, just the current plans. Cllr Ince added that a facility is required but that it must be a facility that suits Clifton.

(e). A list of approvals and one withdrawal since the last meeting was read out.

(f). **Road Naming** - Earls Lane, Deddington (former vicarage site). Cherwell District Council (CDC) has been in correspondence with the Oxford Diocese and, without any reference to the Parish Council (PC), agreed to the naming of this development as Earl's Close. It has been customary for CDC to consult the PC as it can often advise on good historical reasons to name particular developments e.g. The Daedings, Mill Close, The Beeches, etc. It was strongly felt that the PC should have been asked for its opinion in the traditional manner. In this case it may well have wished to record a previous occupant of the site. There are other considerations e.g. 'Earls Lane' does not have an apostrophe but the proposed 'Earl's Close' does. Checking reveals that the Oxford Diocese omitted the apostrophe when applying to develop the site (00/0065/F), residents in that road appear to ignore it and the road name plate omits it. The PC recommends that this development be called 'Reeves Close' or 'Reeves Place' as an acknowledgement to this popular vicar who is now deceased. The clerk will write to CDC and suggest this.

(g). Adderbury PC has asked Deddington PC and other Category 1 Parish Councils to participate in a meeting with CDC to voice concerns that at present it appears to ignore PC representations about planning. It was agreed that Deddington PC will support Adderbury PC at the proposed meeting.

(h). CDC has issued the Cherwell Local Development Framework – Site Allocations Document. Details of this were distributed to Cllrs and also displayed at the PC Meeting. Cllr Wood explained that these are sites put forward by their owners for consideration as possibilities for development. Many of these sites will not be built on at present, but if they are approved now they could be developed later. CDC has arranged a number of meetings in order to introduce the document. Cllr Westbury went to the one scheduled to take place in Cropedy but nobody turned up. Cllrs Todd and Anderson will attend the meeting in Bloxham on 24th July. It is important that villagers know what is being proposed so Cllrs Squires and Flux have drafted a flyer which Deddington News will print and which Cllrs will distribute. **The closing date for comments is Friday 25th August.** Parishioners will be encouraged to voice their views directly to CDC. Cllr Todd said that it was important for individuals to provide reasons why a site would not be suitable as this will help the PC to get a view. He requested that parishioners copy the PC any correspondence sent to CDC so that the

	<p>PC can obtain an overall picture. The PC has scheduled a meeting for Weds 16th August at 7.45pm at the Windmill Centre so that villagers can also express their views directly to the PC before the official response is sent. The Planning working group will draft a response to the Local Development Framework for presentation to this meeting. A representative from CDC will be invited to attend this meeting.</p> <p>(i). There is currently a 6 week consultation period about the Oxon Minerals and Waste Development Framework that closes on 11th August 2006. The papers are in the Parish Office.</p> <p>(j). Cherwell DC is currently reviewing the categorisation of the district's villages and their facilities and services. The PC has been asked to complete returns and make comments. Some discrepancies have already been identified to Cllr Todd will prepare a response.</p>
108/06	<p>Finance and General Purposes Working Group. Cllr Wood reported as follows:</p> <p>(a). Alliance and Leicester. New signatories are required for this account. Any 2 of 3 named representatives must authorise transfers in or out of the account. It was agreed that Cllrs Squires, Flux and Wood would be the signatories and that Mrs Swash's signing authorities would be removed as she is no longer a member of the Council. Councillor Ince asked why the PC was still keeping an Alliance and Leicester account if it was not paying much interest. Cllr Wood explained that it was being kept open in order to smooth the way for a bank transfer from Barclays in case the PC decides to move bank its current accounts in the future.</p> <p>(b). Cash flow Statement to 30 June. This was tabled.</p> <p>(c). Town Hall. Cllr Flux has met with Mr Clinch and they have agreed what needs to be done. There are currently in the process of getting quotes – 1 has already been received but another is outstanding. The legal and surveyors costs associated with the Town Hall have yet to be discussed. The PC can use the building until November 2006 but must decide whether Parish Council meetings will continue to be held there beyond this date and whether the PC wants to retain the Town Hall as a village icon. The PC recognises that it has some responsibility for the Town Hall. It was suggested that it should perhaps consider signing a decorating lease rather than a full repairing lease. The Deddington Charity Estates could then fund raise for major repairs and/or ask the PC for financial assistance. Cllr Collins asked whether there was a date by which a decision must be made. Cllr Flux said no. Cllr Ince asked whether the PC liked holding meetings there. Cllr Wood explained that the other alternative would be for the PC to buy the building.</p> <p>(d). Donations. Cllr Wood reminded the PC of the 3 currently nominated charities that receive donations: the Carer Centre, Katherine House Hospice and MacMillan Nurses. Cllr Wood recommended that we continue to make a £50 annual donation towards each of these and the PC approved this suggestion.</p>

109/06

Environment & Recreation Working Party

Cllr Squires reported as follows:

(a). **RoSPA Play Area Review.** All recommendations in the report by John Hicks should be actioned within 6 months.

(b). **Youth Projects/Teen Scene Area**

Cllr Squires reported that he had been on an excellent play area visit and would update the Youth Group about this at their meeting on 20th July.

(c). **Oxfordshire Conservation Volunteers.** The Working Party is considering a number of projects which might be undertaken and must confirm their ideas. The two leading suggestions are to lay the hedge and tidy up the play area at Clifton and to give the Castle Grounds a really good tidy up.

(d). **Charter Community Housing Grant.** We are awaiting an update from Jazz Cundy regarding the village projects currently being considered by the Charter Housing Association.

(e). **Calor Village of the Year.** Deddington has been short-listed as a top 8 entry. Three representatives have been invited to a **meeting on 10th August at 6.30pm in Eynsham to meet the judges.** Cllr Flux offered to go on behalf of the council and this offer was gratefully accepted. He asked the other Cllrs to pass any local information in support of Deddington's entry to him. Christopher Hall has also agreed to attend. A young person will be invited to participate and represent the views of this age group. Cllr Todd offered to stand in as required if anyone later finds that they cannot attend.

(e). **Oxfordshire Rights of Way Grants.** There is a possibility that the leaflet about the circular walk may be re-issued. Mr and Mrs Tansley are kindly reviewing the current leaflet to see if it needs any additions or amendments. When they have finished doing this they will send their observations to the Clerk for forwarding to Cherwell DC.

(f). **Fair.** Terry Hatwell's Fair would like to come to Deddington **15-19 Nov 2006.** He has been sent a copy of the observations made by Mr Putland last year. The PC will need to arrange for signs to indicate road/parking closures but Cllr Todd suggested that the Farmers Market may lend them these if they are asked to do so. One of the major problems experienced during last years fair concerned the re-routing of buses. The Clerk will contact the Stage Coach bus company to confirm the arrangements for this year. Cllr Todd asked about the cost of the fair to the PC and said that the fee must cover these costs. Cllr Squires will sit down with the Clerk and go through the actions required in order for the fair to run smoothly, e.g. road closures, notifying businesses, etc.

(g). **Picnic Benches and Dustbins.** Cllr Westbury asked who had requested the proposed picnic. Cllr Squires said that the need for some was identified by the Parish Council. The Parish Council agreed that the Clerk order 1 bench from Gladstone that has concrete sides therefore making it difficult to steal but possible to re-position as required. The PC decided to buy two new bins – one for near the co-op and the other for the Windmill Centre. Cllr Squires suggested that the best place for a bin by the Co-op would be on a post by the Post Box. The Clerk will seek approval from OCC Highways for this.

(h). **Hempton Phone Box** – Cllr Watts noted that this can only be used for

	<p>999 calls at present so the Clerk will contact BT to find out when the card phone will be fully instated.</p> <p>(i). Hempton Notice Board – The covering on the Hempton notice board has warped. This is a problem that had previously affected some of the other notice boards. Therefore Cllr Todd contacted the supplier. If the Notice Board can be taken down the supplier will collect it and take it way for repair and return. Clerk to arrange.</p>
110/06	<p>Parish Plan Working Group Cllr Squires reported that the draft Parish Plan will hopefully be completed and sent to Cherwell DC, Oxfordshire CC and all members of the Parish Council by the end of September.</p>
111/06	<p>Highways Working Party Cllr Collins reported that there were 3 main topics to be addressed by the group at present:</p> <ol style="list-style-type: none"> (1) Traffic Calming: Particularly at the ‘S’ bend in Hempton, the A4260 and traffic through the Market Square. (2) Parking Task Force: Cllr Collins asked the PC whether all non council members of the old task force could be included in this action. The PC agreed to this request. (3) A Boards: Hook Norton vets have asked for PC support for appropriate signage that leads pet owners to their premises. They have parking for 10 cars but are a bit difficult to find. Cllr Watts asked whether the vets would be prepared to pay for a directional sign. The vets have agreed to this suggestion. Cllr Collins suggested that PC support the idea of some sort of signage e.g. a finger post or a mounted sign upon the wall. The Clerk will write to Oxfordshire CC in support of the vet’s request. (4) Bicycle Rack Cllr Collins forwarded several options for ways to temporarily secure bicycles. A parishioner would like to cycle from Clifton and leave her bike in Deddington thus enabling her to take the bus to work but cycle storage facilities are proving to be a difficult thing to negotiate with either OCC or CDC even though the Government supports such initiatives. One suggestion was for a chain to be looped around the tree on the green in the Market Place to which her bicycle could be attached. However, Cllr Todd raised concerns about whether this might damage the bark and also pointed out that people like to sit under this tree. Cllr Flux also thought that this might invite problems with youngsters. Cllr Todd asked whether it could be attached to the guttering or a pillar of the Town Hall but Cllr Mrs Rudge thought that this might make it subject to vandalism. Cllr Squires suggested that we ask the church if they had any suitable structures to which a bike could be chained up. Cllr Mrs Rudge suggested using the rings in the Bull Ring. A vote was taken about the tree option but this option was unanimously rejected. Cllr Collins will seek to find alternative solutions and email Cllrs with these.

112/06	<p>Invoices A schedule of invoices totalling £5,626.59 was tabled, a copy of which is filed with these minutes, and was approved for payment. However the Clerk will contact Thames Water about the bill that they have issued for the water usage at Hempton allotments as the bill includes a provision for waste water which is non-applicable to this allotment site.</p>																												
113/06	<p>Investment of Council Funds At the close of business on 19th July 2006 the balances were as follows:</p> <table border="1" data-bbox="352 555 1358 853"> <thead> <tr> <th>ACCOUNT NUMBER</th> <th>BALANCE</th> <th>INTEREST</th> <th>NOTICE</th> </tr> </thead> <tbody> <tr> <td>70708526</td> <td>1,430.94</td> <td>.1%</td> <td>Imprest</td> </tr> <tr> <td>70708542</td> <td>4,473.44</td> <td>.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>298,709.76</td> <td>4.45%</td> <td>Overnight</td> </tr> <tr> <td>Alliance & Leicester</td> <td>57,223.01</td> <td>2.6%</td> <td>30 Days</td> </tr> <tr> <td>Birmingham Midshires</td> <td>200,000.00</td> <td>5.13%</td> <td>Fixed Bond</td> </tr> <tr> <td>TOTAL</td> <td>561,837.15</td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT NUMBER	BALANCE	INTEREST	NOTICE	70708526	1,430.94	.1%	Imprest	70708542	4,473.44	.1%	Current	W. Bromwich Building Soc.	298,709.76	4.45%	Overnight	Alliance & Leicester	57,223.01	2.6%	30 Days	Birmingham Midshires	200,000.00	5.13%	Fixed Bond	TOTAL	561,837.15		
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114/06	<p>Correspondence A schedule of correspondence since the last meeting was circulated.</p>																												
115/06	<p><u>AOB</u></p> <p>(a). Hempton Allotments. The allotment holders would like to pay their rent for 2006. The Clerk will action this.</p> <p>(b). Minute Secretary. The Chair reported that the PC was still looking for a new minute secretary.</p> <p>(c). Steward. The steward has resigned therefore a replacement needs to be found as soon as possible. For now some temporary cover needs to be put in place as a matter of urgency so that the key activities can be continued. Cllr Squires noted that we had already identified the need for cover/backup for the Clifton and Hempton areas of the Parish. He suggested that this type of work might suit a student or somebody who does odd jobs. Cllr Ince offered to maintain the hanging baskets at the Town Hall until suitable cover can be identified and secured. Cllr Todd asked that the Clerk write to Mr Coleman on behalf of the Parish Council and thank him for his hard work and diligence whilst Steward for the Council.</p>																												
116/06	<p><u>Next Meeting</u> There will be a special meeting for the PC and villagers at the Windmill Centre on Wednesday 16th August in order to discuss the draft planning document issued by Cherwell DC. The next full meeting of the Parish Council will take place on Wednesday 20th September at 7.45pm at the Town Hall, Deddington.</p>																												