

DEDDINGTON PARISH COUNCIL

**Minutes of a Meeting held at the Town Hall, Deddington, on
Wednesday 18th July 2007 at 7.45pm**

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

In attendance: Cllr Jelf, D C O'Sullivan

92/07	<p>Apologies Apologies were received from Cllrs Spencer & Squires and L Watling, the Clerk.</p>
93/07	<p>Minutes of the last meeting The following amendments were made to the minutes of 20th June 2007: 81/07 was amended to read "Cllr Anderson later offered to liaise...." 83/07 no.4- add "aware" after "made". 84/07- add "up to" before "3 or 4". 86/07 no.10 (a)- "Lollipop" not "Lolly Pop". Amendments having been made, Cllr Flux signed the minutes.</p>
94/07	<p>Declaration of Interests To be handled as arising.</p>
95/07	<p>Matters Arising not referred to later on the Agenda Cllr Todd said he thought that the hedge at the end of Earls Lane and Clifton Road belonged to Mobbs Farm. Cllr Collins said that the owner of Viva had expressed willingness to look after the birds in the undercroft should a decision be taken to remove them.</p>
96/07	<p>10 Minute Open Forum Cllr Flux welcomed Sgt Hibberd who addressed the meeting on the status of policing in the parish. The current year shows a rise in reported crime with a greater emphasis on damage but it is not significantly out of step with earlier years. Every duty shift currently pays attention to the Windmill area and anyone acting suspiciously is tackled. He mentioned that a fixed penalty ticket had been issued recently to a staff member of the COOP for selling intoxicating liquor to an underage person and that he had also spoken to the duty manageress. PC Doyle is actively pursuing the labelling of alcohol bottles etc. Cllr Todd asked if the fixed penalty fine could be publicized and Sgt Hibberd confirmed there was no objection to doing so. The possibility of a covert camera is being deferred to await the results of the siting of the three CCTV cameras. Similar problems exist in other villages and matching resources to demand will always be an issue. Sgt Hibberd mentioned the successful use of an anti-mosquito device at the surgery at Hook Norton (cost £400?) which disperses congregating youths. Extra resource in the form of PCSOs is on the way towards the end of the year, once training has taken place and there should be increased visibility in the parish, particularly around the Windmill area. Sgt Hibberd did express disappointment that the Banbury Guardian article had appeared when there had been a lot of police activity. Cllr Flux pointed out that we were unaware of the actions taken and asked if closer liaison could take place via the Clerk. This would help also reassure parishioners. Cllr Flux asked Sgt Hibberd to accept the Council's thanks for his help and that of his team.</p>
97/07	<p>Finance & General Purposes Working Group</p> <ol style="list-style-type: none"> 1) Cllr Wood drew attention to the need to ensure that any topic requiring approval should not be brought to the meeting without having been flagged up earlier, e.g. by bringing it up at a previous meeting or inclusion in Working Group papers circulated in advance of the meeting. If this practice is not followed, no decision can be taken on expenditure/ measures etc. 2) Teen Scene- following 1), attention was drawn to the fact that members had not seen the proposal which has secured a CDC grant, although other parties had been given a copy. Cllr Flux pointed out that copies of all correspondence etc should be lodged with the Clerk so that a proper record can be maintained and appropriate circulation undertaken. 3) The Internal Auditor has signed off the annual accounts. He raised the issue of an Assets Register and so future acquisitions and disposals will be logged but not existing

	<p>assets which will continue to be shown on the back of the balance sheet- reconstituting these items in a register would prove almost impossible. In reply to a question from Cllr Todd, Cllr Wood confirmed that John Suckling wanted no financial recognition for the audit.</p> <p>4) No comment was raised on Cash Flow.</p> <p>5) Risk Assessment - Cllr Wood asked that each working group review this document which will be brought to the next meeting for approval. Cllr Anderson asked that particular attention is paid to possible omissions.</p> <p>6) Council employees – Cllr Wood asked and was given approval for Cllrs Flux and Todd to agree terms (with backdating to 1st April 2007) for Clerk and Stewards.</p> <p>7) Town Hall - meeting held with Deddington Charitable Estates. Term for Council nominated Trustees coming to an end. Resolved that Terry Clinch would continue as nominated Trustee for the next four years and that Cllr Anderson would join as Trustee until next review or on ceasing to be a Council member if earlier.</p> <p>8) Allotments - Cllr Wood will bring this item to next meeting, after speaking to Clerk.</p> <p>9) Wesley Chapel - Cllr Wood advised that £100 received towards repayment of £500 loan.</p>
98/07	<p>Environment and Recreation</p> <p>1) Cllr Watts advised that an application for a grant from CDC had been successful in the sum of £20,000 for the Teen Scene project. Cllr Flux advised caution as he understood the money had yet to be received by CDC and suggested the status be checked. He further asked for a copy of the proposal to be circulated to all members and reiterated that all outgoing correspondence should be made through the Clerk.</p> <p>2) In reply to a suggestion that a Deddington circular walk be re-routed to avoid a bull in a field, Cllr Collins conveyed the view of some Clifton residents that the path should stay and the bull be kept under control by the farmer. Cllr Flux suggested the matter be referred to CDC via the Clerk.</p> <p>3) Cherwell Rural Strategy Workshop - Cllrs Rudge and Westbury positively responded to a request for a member to attend on 19th July and they will liaise.</p> <p>4) Parish Plan - Cllr Watts asked for approval to spend £790 on printing (£500 in budget). This was approved subject to being within the overall agreed budget.</p> <p>5) Cllr Rollason reported that he has not had a copy of the consultation document “<i>Cherwell District Green Spaces and Playing Pitch Strategies</i>” for which the consultation period expires on 12th August. Note that D C O’ Sullivan advised the next day that draft not ready so consultation period would be extended.</p>
99/07	<p>Highways</p> <p>Cllr Rudge presented the group’s report.</p> <p>1) VAS update - confirmed that there is a five-year warranty against faults. Installation date will be given once conservation area issues resolved.</p> <p>2) Bus shelter - Cllr Watts asked for Brian Coaker’s name to be added to list of contractors. Close liaison will be needed to ensure that building works synchronised with delivery. Cllr Collins asked if contractor might be asked to carry out work for reduced/no fee in return for a plaque in the shelter. The cycle rack order has been delayed due to Clerk’s absence - Cllr Todd asked if cost can be included in grant application. Cllr Flux pointed out that chosen structure means a “No smoking” sign is needed- this may apply to other shelters in the parish.</p> <p>3) Windmill update - views sought on siting new sign, the invoice for which was added to list for approval. Cllr Watts agreed on behalf of Environment group to a request to consider taking over re-surfacing project.</p> <p>4) Earls Lane parking - agreed that Cllrs Privett and Rudge liaise with Health centre on this. Cllr Collins suggested liaising with school to see if Lollipop vacancy can be filled.</p> <p>5) Safe Crossing on main road - Cllr Rudge declared a personal and prejudicial interest. No safe crossing point exists south of the traffic lights and this is particularly a problem for the elderly residents in Grove court. Cllr Flux asked Cllr Jelf if he would investigate.</p> <p>6) Leadenporch House - Cllr Flux suggested that the Clerk contact the owners re the overhanging trees.</p> <p>7) OCC review of external transport posts - as members had little knowledge of this, there was no enthusiasm to respond.</p> <p>8) Wheelie bins - ongoing</p>

	<p>9) War Memorial - Cllr Collins has met group of veterans to canvass views and suggested using Deddington online to take further soundings. Cllr Flux felt the Deddington News would be another useful vehicle.</p> <p>10) Installation of Bollards at Earls Lane junction - agreed that Clerk should write endorsing suggestion.</p> <p>11) Various- Cllr Todd noted that Twyford end of footpath had been repaired whereas urgent remedial works at Philcote St. and Hopcraft Lane still outstanding - Cllr Jelf to investigate. Cllr Watts added that weeds were pushing through the tarmac on Hempton Road and in other places.</p>
100/07	<p>Planning Group Applications</p> <p>07/00774/F — Roseleigh, New Street, Deddington (amended) Originally for a loft conversion with 3 no. dormer windows to front elevation but now with an added conservation roof light. Creates additional two bedrooms. No objection but there could be concern about overlooking of house(s) opposite and over additional parking pressures because of extra accommodation. Premises have no off road parking. Cllr Privett stated that there was off road parking.</p> <p>07/01119/F — Holmwood, Chapmans Lane, Deddington Removal of rear bay and erection of new rear gable. No objection.</p> <p>Permissions granted</p> <p>07/00683/F — Affric, New Street, Deddington Two storey/single story side extension. No insertion of additional windows without further planning permission.</p> <p>07/00737/F — The Mews House, Castle Street, Deddington Erection of shed/workshop. Condition that it shall not be used for purpose other than for purposes incidental to dwelling and shall not be used for any trade, industry, business or other use whatsoever.</p> <p>07/00845/F -Crouch View, Hempton Road, Deddington (Resubmission 07/00498/F) / Two storey extension to side, front and rear elevations.</p> <p>07/00915/TCA — 1 & 2 South View, Goose Green, Deddington Fell 1 no, conifer, 2 no. Hazelnut & 1 no. laburnum.</p> <p>07/00973/TPO — 63 Mill Close, Deddington Fell one poplar tree. Condition included for its replacement in the next planting season after felling.</p> <p>Appeal APP/C3105/A/07/2048417 07/00325/F — 65 St Johns Way, Hempton First floor side extension. PC did not object.</p> <p>Other matters. CDC Bicester and Central Oxfordshire Site Allocations Development Plan. Now available in PC Office. Amendments to document circulated 31 May 2007. Nothing directly affects Deddington. Cllr Privett asked if St Thomas St building work could be monitored for potential verge encroachment. Cllr Todd to look at site with Cllr Anderson and report to CDC if necessary.</p>
101/07	<p>Vandalism A discussion of current position took place - Cllr Ince reported that things appear to have calmed down recently, possibly as a result of some of the actions taken. He raised the matter of quotations for security guards - proposals will need to be brought to Council. Agreed to defer until Cllr Squires in attendance.</p>
102/07	<p>Financial Regulations and Investment Strategy- No comments had been received following circulation last month but F&GP had the following changes a) remove “draft” on front page; b) add “for specified items” to end of 3.1; c) add “The accounting treatment of these assets will be through the Capital Account”; d) at 6.4 c) replace “petty cash float” with “imprest account”; e) at 10.1 insert “be” between</p>

	<p><i>"will"</i> and <i>"required"</i>. Cllr Wood proposed the Financial Regulations be approved and this was seconded by Cllr Alton. The Regulations were duly approved. 6) Investment Strategy- Cllr Anderson presented one change to the document circulated at the June meeting- at <i>"Review of Investments"</i>, the final sentence now reads <i>"The Council has delegated responsibility for investing and disinvesting, in line with the principles set out in this document, to the Parish Clerk as RFO in consultation with delegated members of the Council"</i> The Annual investment strategy was duly approved</p>																								
103/07	<p>Invoices for Payment A schedule of invoices totalling £8970.32 was tabled, to which the sum of £48 for a sign at the Windmill was added. A copy is filed with these minutes. These were approved for payment.</p>																								
104/07	<p>Investment of Council Funds At the close of business on 11th July 2007 the balances were as follows:</p> <table border="1"> <thead> <tr> <th>ACCOUNT NUMBER</th> <th>BALANCE</th> <th>INTEREST</th> <th>NOTICE</th> </tr> </thead> <tbody> <tr> <td>Barclays Current Acct</td> <td>8,191.02</td> <td>0.1%</td> <td>Instant</td> </tr> <tr> <td>Barclays Imprest Acct</td> <td>910.92</td> <td>0.1%</td> <td>Instant</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>341,676.40</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>TOTAL</td> <td>550,778.34</td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT NUMBER	BALANCE	INTEREST	NOTICE	Barclays Current Acct	8,191.02	0.1%	Instant	Barclays Imprest Acct	910.92	0.1%	Instant	W. Bromwich Building Soc.	341,676.40	5.10%	Overnight	Birmingham Midshires	200,000.00	5.13%	Fixed Bond	TOTAL	550,778.34		
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105/07	<p>Correspondence No points were raised</p>																								
106/07	<p>AOB Cllr Jelf left a copy of a memo for circulation from Tony Baldry regarding Post Office closures. Cllr Rollason asked if higher education grants would be made available and if so can it be publicised. It was agreed to offer bursaries and it was suggested that a line or two be put in the Deddington News. Cllr Collins reported that 47kgs of litter had been picked up in the Clifton exercise.</p>																								
107/07	<p>Next Meeting The next meeting of the Parish Council will take place on Wednesday 19th September 2007 at 7.45pm in the Town Hall. Any urgent business arising before then should be dealt with by circulating members via the Clerk.</p>																								