

**DEDDINGTON PARISH COUNCIL**  
**Minutes of a Meeting held at the Town Hall, Deddington, on**  
**Wednesday 16 July 2008 at 7.30pm**

**Present:** Cllrs Flux (Chair), Alton, Anderson, Collins, Ince, Privett, Rudge, Squires, Todd, Watts and Wood. The Parish Clerk was also in attendance.

**In attendance:** District Councillor O'Sullivan

101/08	<b>Apologies:</b> Apologies were received from Cllrs Spencer, Westbury and County Cllr Jelf.
102/08	<b>Minutes of the last meeting</b> <b>Present:</b> should have included Cllr Watts. Cllr Flux then signed the minutes as a true record.
103/08	<b>Co-option of Parish Councillor</b> After a brief introduction from the two candidates, Michael Allbrook and Heather Ward the Parish Councillors asked a series of questions about their proposed input, time commitment's and areas of interest. There was then a ballot. The Clerk counted the votes and Cllr Flux confirmed that the successful candidate was Heather Ward. Thanks were extended to both candidates. Mr Allbrook was also thanked for his work on the booklet about the War Memorial.
104/08	<b>Declaration of Interests</b> 108/08 Town Hall - Cllr Todd personal interest. 111/08 08/01483/F & 08/01484/LB Holcombe Hotel – Cllr Ince personal interest. 112/08 (5) Bowls Club Security Gate - Cllr Todd - personal interest.
105/08	<b>Matters Arising not referred to later on the Agenda</b> <b>Oxfordshire Best Kept Village competition</b> – Cllr Flux reported that Deddington had won Best Village in Cherwell District together with a £500 award. Cllr Flux thanked Mary Robinson for all of her hard work regarding the presentation and beforehand, and Cllr Anderson for his input prior to the presentation. <b>Deddington Village Church Clock</b> – one of the hands has fallen off of the south side of the church clock. Cllr Privett asked who was responsible for fixing it. Cllr Flux explained that it was the responsibility of the PC. He has asked Smiths of Derby for a quote for repair. As there is no Parish Council meeting next month Cllr Flux will liaise with the F&GP WG regarding the funding. It was unanimously agreed that if the quote was reasonable the clock should be fixed.
106/08	<b>10 Minute Open Forum</b> Barbara Budd addressed the council about the proposed development of the Holcombe Hotel to 4 residential units. Whilst she welcomed the reduction in the number of residences she expressed concern regarding the plans - in particular her gable wall. According to the plans this wall appears to be reduced by 1.4 metres. This is a concern for her privacy and also security. In addition, she considers that this wall may have a historical value as it has an old grate and chimney and believes that it may be listed. The plans do not have dimensions on them and so she is concerned that if they were approved the developers would be given carte blanche to do whatever they like with no come back on her part. She passed a copy her letter to CDC planning department to the Parish Council, which voices the above concerns.
107/08	<b>County and District Councillors update</b> District Councillor O'Sullivan had nothing to report.
108/08	<b>Fees for Cemetery and Town Hall</b> <b>Cemetery</b> - Cllr Flux proposed a 5% increase in costs this was seconded by Cllr Ince and unanimously agreed. <b>Allotments</b> – to be discussed by the Recreation Working Group <b>Town Hall</b> - Cllr Flux proposed that the hiring of the Town Hall be in line with that of the Holly Tree Club pricing structure. The Art Group and Farmers Market committee will be asked to confirm how long they use the town hall. Cllr Squires asked if there was any special dispensation. Cllr Flux suggested none with the exception on meetings/working groups on behalf of the PC. It was noted that Deddington Charities Estate has been asked to book the Town Hall via the Clerk. <b>Other - Coat of Arms</b> £50 per annum for clubs and £100 for commercial use. <b>Other - Castle Grounds</b> cost depends on a number of factors such as what it is used for etc. Cllr Todd suggested that a document be drawn up on an annual basis detailing all fees chargeable. This was agreed.
109/08	<b>Extended Services for Schools</b> Cllr Watts said that some schools are opening for longer i.e. 8am – 5/6 pm. Bloxham is doing so and Steeple Aston is currently investigating extended opening. Deddington Primary School is hampered by current facilities but will investigate further to establish if there is a need.
110/08	<b>Environment &amp; Special Projects</b> <b>Notice boards</b> – Cllr Ince is in contact with the makers to see if they are going to honour replacing the backings. Cllr Flux suggested that DN be kept informed as they sponsored the original boards. <b>Planters</b> – Cllr Rudge has received two positive comments regarding the parish flowers. Cllr Ince explained that one of the parish planters has had to have its plants replaced a couple of time due to

	the destruction caused by garden pests.
111/08	<p><b>Planning Group</b></p> <p><b>Applications</b></p> <p><b>08/01498/CLUE - Millbrook, Milton Gated Road, Deddington:</b> Certificate of Lawful Use Existing – Equestrian use for whole site. Claims that site has been in such use from around 1970. Suggest no objection but with similar condition to that applied at Leadenporch Farm (see 07/00491/F) - that use must be incidental to the enjoyment of the dwelling house as such and shall not be used for any trade, industry, business or other use whatsoever. This is to safeguard other adjacent dwellings (Policy G2 in the Oxon Structure Plan and Policy C31 of the Cherwell Local Plan).</p> <p><b>08/01500/TCA – The Old Vicarage, Church Street, Deddington:</b> Fell 2 Ilex and 1 Buddleia and thin 1 Walnut. No objection.</p> <p><b>08/01514/F – The Fishers, Clifton Road, Deddington:</b> Conservatory to rear. No objection.</p> <p><b>08/01530/F – 11 The Daedings, Deddington:</b> Replacement conservatory to rear. Replacement conservatory is nearly twice the size of the existing one. No objection.</p> <p><b>08/01569/F – Old Corner House, Market Place, Deddington:</b> Change of use from residential to Class A2 business use. Single storey rear extension to form disabled toilet. Provision of fire escape staircase. Premises intended to be used by a consulting company currently employing two people but proposing an additional 2 staff. It provides spacious office areas and possible ability to expand into roof area, which has windows therein. No on site parking therefore concern over parking implications for staff, clients and future staff members should the company expand in the future. PC will therefore object due to lack of parking and additional pressures on existing parking in centre of village.</p> <p><b>08/01570/LB – Old Corner House, Market Place, Deddington:</b> Single storey rear extension to form disabled toilet. Provision of fire escape staircase. Internal and external alterations to include replacement windows and doors. Work being completed in consultation with Conservation Officer. See above.</p> <p><b>08/01576/LB – The Hollies, Tithe Lane, Clifton:</b> Renovation of 2 dormers in front elevation. No objection.</p> <p><b>08/01599/F – 4 Hempton Road, Deddington:</b> Single and two storey extensions. The applicant withdrew a similar application 08/00800/F. The current one has reduced to a single storey the area of the extension nearest to the semi-detached neighbouring dwelling. Building retains access for vehicles to the back garden over the side entrance at first floor level. Concerns from neighbours about the first application. The new proposals appear to overcome some of them through the single storey area. No objection but will echo previous provisos regarding side kitchen window (opaque glass) and use of sheds/garage.</p> <p><b>08/01483/F – Holcombe Hotel, High Street, Deddington:</b> Change of use from hotel to residential. Conversion to 4 dwellings with private gardens and associated parking. Demolition of rear post-war elements and remodelling of rear stone wall to house 4. New stone gable to west elevation. This application follows the withdrawal of an earlier application to change the hotel's use and convert it into 12 dwellings. See minute 053/08 (April 2008 PC meeting). Then, as now, the WG is concerned about the loss of a village amenity and the employment it offered. The current proposal creates one 5 bedroom, two 4 bedroom and one 3 bedroom dwellings. Each has separate front and rear entrances. (An application approved in 2002 was for two 4 bedroom and one 7 bedroom dwellings). Parking for 13 vehicles off road is provided but the application still refers to on street parking being available to the new residents. While a yew and a holly in the grounds are protected by a tree preservation order it is recommended that all mature trees within the site are protected by such an order. It is noted that it is proposed to tarmac over the parking provided and the WG were concerned about the effect of this on a yew tree adjacent to parking space no. 1. It is also noted that the proposals include the enlargement of the adjacent property's (Southbourne) garden into part of the existing hotel site. The WG queried whether a separate or amended application is necessary for this change of use. Lastly the garden wall between house 4 and Osbourne House to the north is to be remodelled. This wall is currently 2.9 M high and it appears it is to be lowered. No reason is given for this. Any lowering to the height indicated on the plan (no measurement given) could affect the privacy between neighbours and the security it currently affords. There appears to be no reason to lower so the PC will resist its reduction as it is within the Conservation Area and to avoid the likely intrusion both to privacy and security to neighbours. The PC does not object subject to its concerns regarding boundaries, wall height, parking and a tree preservation order for all mature trees on site being taken into account. Cllr Rudge suggested that a conservation officer be asked for a site visit. Cllr Collins asked if all interested parties had been informed. Cllr Todd said that the details would be in the DN and notices would be displayed near to the proposed development. All adjacent properties would have been contacted.</p> <p><b>08/01484/LB – Holcombe Hotel, High Street, Deddington:</b> Conversion to 4 no. dwellings with private gardens and associated parking. Demolition of rear post-war elements and remodelling of rear stone wall to house 4. New stone gable to west elevation. See above.</p>

	<p><b>Amended Application(s)</b>  <b>08/00716/OUT – Heyford Park, Camp Road, Upper Heyford:</b> Amended OUTLINE application for new settlement of 1075 dwellings, etc. PC concerns relating to “knock on” effects to the parish remain.</p> <p><b>Approvals:</b>  <b>08/00928/F – 23 Gaveston Gardens, Deddington</b>  <b>08/01134/F – 14 High Street, Deddington</b>  <b>08/01191/F - 30 Gaveston Gardens, Deddington</b>  <b>08/01257/LB - Manor Farm, Main Street, Clifton</b></p> <p><b>Other matters:</b>  It was noted that <b>Deddington Cricket Club</b> has expressed concern regarding the siting of the proposed wind turbine, but has requested a meeting to agree on an acceptable position.  <b>Atkins Limited</b> is consulting PCs regarding the production of a Planning Obligations Supplementary Planning Document on behalf of Cherwell District Council. A questionnaire has been completed and returned.  <b>Upper Heyford Planning Forum</b> – Cllr Watts asked if someone should attend the meeting. Cllr Todd had not had time prior to the meeting to go through the documentation. Cllr Wood stated that as nothing was would be likely to happen until 30 September this could be discussed at the September meeting.  <b>Cherwell Draft Rural Strategy</b> – a consultation document has been received which needs to be read and answered by September.</p>
112/08	<p><b>Recreation Working Group</b></p> <ol style="list-style-type: none"> <li>1. <b>Satin Lane Allotments</b> – There was high attendance to the meeting held in June. A broad conclusion was reached that the holders would set up a committee which would take on the responsibility of the physical management of the site such as path clearing etc. There are approximately 8 people interested. The first committee meeting will be held on Monday 21 July with Cllr Rudge attending on behalf of the Parish Council. The committee are not interested in taking on the administration and finance of the allotments, which will continue to be the responsibility of the Parish Council. Cllr Flux stated that this was a tremendous step forward having allotment holders involved and thanks were passed to the recreation group for organising this. Cllr Todd asked who would be reporting to the Parish Council. Cllr Flux said that as it was early days this had not been organised but would be expected.</li> <li>2. <b>Satin Lane Allotments</b> – The WG asked whether there should more land sought for additional allotments as the site is full and there is a waiting list. However, it was decided that as three allotments will be available in August this does not need to be investigated further at present.</li> <li>3. <b>Vegetable and Flower show</b> – Cllr Ince asked if one should be organised for the parish. Cllr Squires said that one was being held early in September and mentioned that the Satin Lane allotments committee may contact the Parish Council and request funding for an MDF sign for the event.</li> <li>4. <b>Satin Lane Road Makers</b> – Clerk to chase up request for road makers.</li> <li>5. <b>Bowls Club Security Gate</b> – Clerk is awaiting second quote.</li> <li>6. <b>Buddleia</b> – Clerk to chase Highways to get it removed.</li> </ol>
113/08	<p><b>Finance &amp; General Purposes Working Group</b></p> <ol style="list-style-type: none"> <li>1. <b>External Auditors</b> – have been in touch about three matters. Firstly, with regard to the PC being sole trustee to the Castle Grounds. This was correct for this year but the auditors considered that the previous years should have been changed. Secondly, Public Works Loan Board and thirdly, regarding the reserves. Cllr Wood and the Clerk have provided the clarification required.</li> <li>2. <b>Internal Auditor</b> – has also been in touch stating that in his opinion they represented a true reflection. There is a query regarding the asset register that Cllr Wood will deal with.</li> <li>3. <b>Leeds BS Account</b> - It is not possible to attract the high savings rates originally identified with this building society. Other appropriate accounts will be sought that offer a better rate of interest.</li> <li>4. <b>Deddington Youth Club</b> – Cllr Wood advised that he has liaised with Maureen Forsyth and that the Youth Club funding would be required in October or November.</li> <li>5. <b>Oxfordshire Association for Blind</b> – have asked the PC for a donation. However, as this is not one of the three charities selected for donations this year by the PC it has been declined.</li> </ol>
114/08	<p><b>Highways Working Group (HWG)</b></p> <ol style="list-style-type: none"> <li>1. <b>Hempton White Lines</b> - checks will be made regarding the proposal agreed with OCC, as the hatched section should be further out. The PC will also check whether the give-way line was to be moved in any way to allow better sight of eastbound traffic.</li> <li>2. <b>Clifton Path</b> - has been cut back but would benefit from on-going weed killing.</li> <li>3. <b>Overhanging trees/bushes</b> on the 30 mph signs at the southern end of the village on the A4260 are obscured. OCC have agreed to clear this.</li> </ol>

	<p>4. <b>Walnut Close, Clifton</b> - Cllr Collins will ascertain who owns the verge.</p> <p>5. <b>OCC Letter from Ian Clarke</b> re various matters: A response has been received and the HWG will consider further responses/requests for the next Working Group meeting.</p> <p>6. <b>Pedestrian Crossing Request Point at Traffic Lights opposite Library</b>: Daron Mizen has been in contact and will do a site visit to ascertain feasibility of putting in a request button for west/east on the High St. Cllr Rudge asked if a response had been received regarding a request for a crossing point at the southern end of the new street. This is to be followed up.</p> <p>7. <b>Hempton Post-VAS Readings</b>: Steve Wood will undertake these as soon as he can and advise the HWG.</p> <p>8. <b>Earls lane Speeding</b> - correspondence has been received from a concerned Parishioner, who has been advised this is an area HWG are looking at. The PC has received initial speed data from OCC for eastbound traffic beyond Pound Court which is alarming. OCC are also going to do readings outside the School during term and holidays and will provide to HWG. HWG to report back further. Cllr Privett will also be liaising with the School who are renewing their Travel Plan in September.</p> <p>9. <b>A-Boards</b> - HWG proposes that all matters be handled by OCC and not take on any responsibility for self-policing not even a limited amount. HWG will contact OCC to combine with a visit on other matters.</p> <p>10. <b>Banbury Community Transport</b> wrote to the Parish Council asking if anyone would be interested in attending a meeting on 23<sup>rd</sup> July. Cllr Flux will try and attend.</p> <p>11. <b>Temporary Road Closure</b> – Hopcraft Lane from 4 to 15 August. Johnsons have requested a no waiting area with Highways and the Clerk will follow this up.</p> <p>12. <b>Stile Lighting</b> – Cllr Rudge asked for clarification of the lowering of the light. It was explained that this was due to access not being possible by a cherry picker. Cllr Todd said if residents had concerns regarding light pollution they should be in touch with the Council to arrange for black out to the side of light that effects them.</p> <p>13. <b>Market Place Drain damage</b> – this has been reported and is in hand.</p> <p>14. <b>Hedgerow</b> – where Earls Lane meets Clifton Road. The resident has kindly agreed to cut it back.</p> <p>15. <b>Hempton Hedgerow</b> – this has now been cut back.</p>																								
115/08	<p><b>Report upon the Play Areas</b> The Clerk reported that all was well.</p>																								
116/08	<p><b>Invoices for Payment</b> A schedule of invoices totalling £8,399.64 were tabled and approved for payment.</p>																								
117/08	<p><b>Investment of Council Funds</b> At the close of business on 16 July 2008 the balances were as follows:</p> <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>1,265.26</td> <td>0.1%</td> <td>Instant</td> </tr> <tr> <td>Barclays Imprest Acct</td> <td>7,723.65</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>336,270.48</td> <td>5.20%</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>545,259.39</b></td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Current Acct	1,265.26	0.1%	Instant	Barclays Imprest Acct	7,723.65	0.1%	Current	W. Bromwich Building Soc.	336,270.48	5.20%	Overnight	Birmingham Midshires	200,000.00	5.13%	Fixed Bond	<b>TOTAL</b>	<b>545,259.39</b>		
ACCOUNT	BALANCE	INTEREST	NOTICE																						
Barclays Current Acct	1,265.26	0.1%	Instant																						
Barclays Imprest Acct	7,723.65	0.1%	Current																						
W. Bromwich Building Soc.	336,270.48	5.20%	Overnight																						
Birmingham Midshires	200,000.00	5.13%	Fixed Bond																						
<b>TOTAL</b>	<b>545,259.39</b>																								
118/08	<p><b>Correspondence</b> <b>Cherwell Parishes Meeting</b> – the next to be held on 12 November. Cllr Flux to attend and anyone else who is interested. <b>CDC Extraordinary Meeting</b> - to be held on 21 July details can be found in the Parish Office</p>																								
119/08	<p><b>AOB</b> <b>Deddington Festival</b> – it was discussed how good the festival had been despite the rain on the Saturday. The Deddington Festival Committee to be congratulated on the event. <b>Dispensation</b> - Cllr Anderson has drawn up a document that Councillors are asked to sign which gives dispensation for the Windmill. This is entitles the same dispensation as currently allowed by the Holly Tree Club. This needs to be signed off by 27 August.</p>																								
120/08	<p><b>Next Meeting</b> The next meeting of the Parish Council will take place on Wednesday 17 September 2008 at 7.30pm in Deddington Town Hall.</p>																								