

## DEDDINGTON PARISH COUNCIL

Minutes of a Meeting held at the Town Hall, Deddington on

Wednesday 15 July 2009 at 7.30pm

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

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

113/09	<b>Apologies:</b> None
114/09	<b>Minutes of the last meeting:</b> 102/09 War Memorial and Cemetery. Last sentence should read Cllr Anderson reminded the Council that an additional memorial had previously been <b>mooted</b> . Cllr Flux then signed off the minutes as a true record.
115/09	<b>Declaration of Interests:</b> 127/09 3. Remembrance Day Road Closure. Cllr Watts declared a personal interest.
116/09	<b>Matters Arising not referred to later on the Agenda:</b> None
117/09	<b>10 Minute Open Forum:</b> Kate Petty addressed the council and asked that signage for Philcote Street be on both sides of the road as the one currently in place is often obscured. Her father lives in the street and in cases of emergency the signage is vital. It was asked that the matter be passed on to CDC to resolve.
118/09	<b>Parish Councillor vacancy:</b> The vacancy for co-option is that of Cllr Westbury. John Finnigan stood for co-option and introduced himself to the Cllrs and then Cllrs were invited to ask questions. Cllr Flux proposed that Mr Finnigan be appointed which was seconded by Cllr Collins and unanimously agreed.
119/09	<b>County and District Councillors update:</b> District Cllr O'Sullivan reported that the result regarding the Eco town would be out on Thursday (16 July).
120/09	<b>Flu Pandemic Arrangements:</b> Cllr Flux reported that Deddington had been chosen to be one of thirteen distribution centres, at the Windmill Centre, for anti-viral medication. The lounge area would be used for 13 hours a day, seven days a week for eight weeks. Specific events are being taken into account. Cllr Flux reminded that "Flu Friends" would be those picking up the medication. Cllr Ince asked about the implications of such use would have on the WMC. Cllr Flux said that the agreement takes into account making good and wear and reimbursing losses. It is expected to have 700-1000 visitors each week. Cllr Collins asked if the Parish Clerk would be moved to somewhere else. Cllr Squires asked that related people/groups are kept informed. Cllr Flux stated that this would be done if the distribution centre were to be used.
121/09	<b>Mr Keats – NAG Update:</b> Dave Keats from the Neighbourhood Action Group attended the meeting. He has been involved in the NAG for the last 18 months attending meetings on a six weekly basis. As a former Police Officer he is keen to ensure that the community remains relatively crime-free and that the issue of speeding continues to have priority. He would like to see enforcement before someone is seriously injured. Mr Keats then asked that the two representatives from the Police introduced themselves. PC Gerry Doyle introduced himself and PCSO Nikki Dale and then detailed the crimes for Deddington from 1 January 2009 to date. There have been 29 reported offences as follows; 1 burglary (non- dwelling), 4 theft incidents, 3 domestics, 5 fraud, 2 shop lifting, 2 theft from motor vehicle, 2 criminal damage, 2 assault, 3 harassment, 1 cycle theft, 1 theft of mail, 1 threat to cause damage, 1 nuisance message and 1 child protection. He mentioned that there are three top priorities recognised in rural areas. Firstly, speeding, secondly, parking and thirdly Anti Social Behaviour. The NAGs are able to offer a joint approach to deal with these issues. For those keen to find out what actions are being taken and the progress of these actions please check their website at <a href="http://www.thamesvalley.police.uk/yournh-nag">www.thamesvalley.police.uk/yournh-nag</a> . He handed out various leaflets, copies of which are kept at the parish office and also available at the above website. Cllr Flux thanked Mr Keats for his update. It was agreed that he would continue to represent the Parish Council on the NAG in the future. Cllr Watts asked what action had been taken as a result of NAG. PCSO Nikki Dale said that they had deployed the speed indication device (SID) at the beginning of April and were monitoring the situation to see if there is a problem. Cllr Collins said that there was some overlap in what had been happening. It was agreed that all speeding correspondence should now be copied to Dave Keats for NAG referral. PCSO Dale said that the email for them would be <a href="mailto:banburyruralneighbourhood@thamesvalley.pnn.police.uk">banburyruralneighbourhood@thamesvalley.pnn.police.uk</a> . She also mentioned that interested parties can get involved in watching the SID in action and become trained in its application. She asked whether a neighbourhood watch meeting could be set up as it could help to reduce the fear of crime. If so, she would be happy to give a presentation. Cllr Rudge brought up the issue of milk theft and PCSO Dale said that this is also an issue in Adderbury and was being investigated. Thanks were extended to all for coming along and introducing themselves and their roles. PC Doyle asked that residents be made aware that Phil Morris has moved to Bicester and Rebecca McCloud is the Neighbourhood Specialist Officer.
122/09	<b>Parish Liaison Meeting Follow-up.</b> None
123/09	<b>Deddington Charities Estates – request for advance payment in lieu of redecoration obligation.</b> Discussed under F&GP.

124/09	<p><b>Planning Working Group Applications</b></p> <p><b>09/00794/F – 14 Wimborn Close, Deddington.</b> Two storey side extension. The proposal turns a 2 bedroom house into a 3 bedroom one as it adds a garage and a master bedroom with en-suite above. House is part owned by Oxford Citizens Housing Association which is aware of the application and has no objection. No objection.</p> <p><b>09/00807/F – The Stables, St James Farm, Main Street, Clifton.</b> Change of use and conversion of part barn to self-catering holiday accommodation. This application follows applications 03/01722/LB and 03/1729/F for renovations and alterations at the property that were granted. In its response the PC stated that it did not object to this work but that there should be a stipulation that the outbuildings should not be used for living accommodation. This new use would entail extra vehicle movements on and off the site at a place where vision is already restricted. The WG is mindful to repeat this earlier stance. No objection but suggest CDC add a condition (if granted) to ensure that it remain as part of the main residence and not be sold separately to it.</p> <p><b>09/00844/F – Stonefield, Hempton Road, Deddington.</b> Front porch extension. Conversion of attic space including dormer windows and roof lights. New detached garden room.</p> <ol style="list-style-type: none"> <li>1. It was noted that a velux window has been inserted into the west facing roof of the annexe although it is not shown on the plans submitted with this application.</li> <li>2. The proposed porch extension will take up space currently used for parking. A parking scheme for on site needs to satisfy that parking areas are not reduced and that vehicles can enter and exit site in a forward direction.</li> <li>3. The porch takes the building line in front of that existing. It is understood that neighbouring houses could not be built in front of this when they were constructed.</li> <li>4. The garden room is more than just a room according to the submitted plans as it has a double and single bedroom, shower, hand basin and WC, kitchen facilities and a sitting/dining area. The WG has concerns about possible commercial applications for this room, possibly used as a holiday let. Much of the work being planned involves better use being made of the first floor area of the main part of the house. The WG suggested approval of the works on the house with reservations about the velux window and parking arrangements and concerns regarding the garden room. There is potentially another issue. However, further clarification is required from the Planning department before any further stipulations can be made. Consequently so far the following conditions should be applied if this application is granted.       <ol style="list-style-type: none"> <li>1. The garden room shall not be let out or used for any commercial purpose but solely be for the benefit of the householders.</li> <li>2. That the planners must be satisfied about the parking and turning arrangements with no vehicles being parked on the verge outside.</li> </ol> </li> </ol> <p><b>09/00825/F – 2 Paper Mill Cottages, Adderbury Road, Deddington.</b> Single storey extension. No objection.</p> <p><b>Approvals</b></p> <p>09/00490/F – Ash Cottage and adjacent plot, Chapel Close, Clifton  09/00567/F – Windmill Centre, Hempton Road, Deddington  09/00631/LB – Geggs Nook, Hempton Road, Deddington</p> <p><b>Other matters</b></p> <p><b>Site opposite entrance to Tomwell Farm, Hempton Road, Deddington:</b> OCC has written to owner of this land about its boundary with the highway.</p> <p><b>GOSE – Formal submission of partial review of “Somewhere to Live: Planning for Gypsies, Travellers and Travelling Showpeople in the South East”:</b> A copy of GOSE’s submission has been received and there is an opportunity to comment upon until 1 September. As agreed at the last PC meeting Cllr Squires has examined these papers and suggests the following reply to the consultation. “Transit pitches only work as part of a regional and countryside approach to ensure that suitable numbers of sites are available across the country to allow movement between sites. Otherwise transit pitches simply become permanent sites with inadequate facilities. Transit sites are best located next to existing permanent sites because of better provision and site monitoring.” This was agreed and the Clerk is to respond. Cllr Squires was thanked for his help with the submission.</p>
125/09	<p><b>Finance &amp; General Purposes Working Group</b></p> <ol style="list-style-type: none"> <li>1. <b>Cash Flow statement to June.</b> The cash flow statement was presented and the major items explained. Cllr Wood will prepare a statement at the end of six months (for the October meeting) to show income and expenditure against budget.</li> <li>2. <b>Cash at Building Societies.</b> £200,000 has been transferred from Birmingham Midshires, where the bond had expired to Alliance &amp; Leicester fixed at £3.2% for one year. £200,000 remains with Anglo Irish at 3.25%. No other home has been found yet for the West Bromwich money where we get 1.5% if over £100,000. Interest from A&amp;L and A Irish is credited annually, whereas interest</li> </ol>

	<p>from Birmingham Midshires was credited each month and so monthly cash flow will be reduced. The second instalment of the precept, £16,671 is due in September.</p> <p>3. <b>Town Hall.</b> A letter has been received from Deddington Charity Estates suggesting that the money the PC needs to contractually spend on re-decoration, but cannot spend until necessary repairs are carried out, is paid up front.</p> <ol style="list-style-type: none"> <li>If the PC pays the money to DCE it will not be able to claim back the VAT which it can if it pays a contractor directly.</li> <li>The PC have had an estimate of £1,800 for the work, which includes scaffolding, which DCE would also require to do the repairs. Therefore the cost of the scaffolding could be shared.</li> <li>If the PC considers that DCE needs the money up front it might be better for the PC to give them a loan to be paid back at the latest before the lease runs out on 31<sup>st</sup> October 2010.</li> <li>The PC has already notified DCE that it intends to give 12 months notice later this year to end the lease. The Chairman and Cllr Wood were responsible for negotiating the present lease. It was agreed that they will meet with DCE to discuss the way forward, before specific recommendations are made to the PC.</li> </ol> <p>Cllr Anderson gave some background information why the money for redecorating was requested up front by DCE. It was decided that nothing would be agreed before the September PC meeting.</p> <p>4. <b>Christmas tree.</b> Deddington News has offered to contribute £200 towards the cost of erecting the Christmas tree. Cllr Rudge's husband has also generously offered to donate £50. Thanks for both contributions will be extended.</p>
126/09	<p><b>Highways Working Group</b></p> <ol style="list-style-type: none"> <li><b>Congested Car Parking in Deddington.</b> Clerk to send letter to Co-op regarding the Warburton delivery lorry.</li> <li><b>Speeding.</b> All information to be copied to Dave Keats so that he can co-ordinate with Highways and NAG.</li> <li><b>Pedestrian Crossing.</b> Petition to be conducted by Cllrs Privett and Rudge by end of August.</li> <li><b>Congestion in Hopcraft Lane.</b> Cllr Squires reported that the entrance to Satin Lane is sometimes blocked by cars. Cllr Todd referred to last month's Deddington News and said that the newly built houses had six off road parking spaces that are constantly used and therefore it should not be suggested that they are contributing to the problem.</li> <li><b>Manhole cover – Hempton.</b> Due to be rectified on 17 July.</li> <li><b>Speeding and Flooding in Hempton.</b> Geraldine Lay has been lent speed measuring equipment. The working group are to canvas OCC support for action.</li> <li><b>Philcote Street.</b> Follow up the request for an additional road name signage.</li> </ol>
127/09	<p><b>Recreation Working Group</b></p> <ol style="list-style-type: none"> <li><b>Friends of Castle Grounds.</b> Approximately 30 people attended the meeting on Monday. Dave Westbury has agreed to co-ordinate the next meeting. Cllr Squires said that it might not be as easily organised and up and running as the Satin Lane Allotment Association due to the diversity of areas of interest i.e. dog walking, fitness trail, access, colts and flora and fauna.</li> <li><b>Giant Hogweed.</b> Has been detected in the Castle Grounds and Satin Lane Allotments. Cllr Squires said that it was not a notifiable weed but it is illegal to encourage its growth. The seeds can live for 15 years. The potential need for a signage will be discussed with the Allotment Association, CDC and English Heritage.</li> <li><b>Remembrance Day Road Closure.</b> Cllr Watts has been approached to ask the council if the road closure can be incorporated with the fair application. As the road is only closed for 10 minutes it is an expensive application. Cllr Todd suggested that an agreement in perpetuity could be arranged such as Chipping Norton has. If given then separate applications would not be necessary. This has been passed onto the Highways working group to investigate.</li> <li><b>Buddleia.</b> Outside the Library has been cut back.</li> <li><b>Nursery.</b> The work has been carried out on the overhanging branches.</li> <li><b>Cricket Club Nets.</b> The PC has written to the Cricket Club and the matter is in hand.</li> </ol>
128/09	<p><b>Environment &amp; Special Projects Working Group</b></p> <p><b>Environment</b></p> <ol style="list-style-type: none"> <li><b>Oxfordshire Nature Conservatory Forum</b> – An abridged version of the latest Bulletin to be published using Deddington on Line.</li> <li><b>Oxfordshire Conservation Volunteers.</b> Are due to come back 25 Oct 2009. Plan is for them to “lay” the eastern hedge of the Hempton Road Cemetery as it borders the Windmill path. They will also look into “laying” the Northern hedge at a later date.</li> <li><b>Swift Conservation</b> – Cllr Rudge and Walter Meagher plan to walk the Parish to identify possible swift nesting sites. A CD of swift songs has been kindly made available from a parishioner.</li> <li><b>The Oak tree.</b> On Deddington Village Green is receiving 150lts of water a week at the moment as it was starting to show signs of stress. Broken branches need to be removed – OCC are aware.</li> </ol> <p><b>Special Projects</b></p> <ol style="list-style-type: none"> <li><b>Planters, Hanging Baskets and Xmas Tree.</b> Councillor Day has offered a large Christmas tree</li> </ol>

	<p>from his back garden if the PC can get it moved. Thomas Fox thinks this should be possible and a new quotation will be sought to fell/install/remove in the Market place. This should save circa £400 off the original costs. Quotations from an Electrician will be sought. The Deddington News has already indicated they would be willing to sponsor up to £200 and Mr Rudge £50. When the costs are clear further sponsorship will be sought from other Market Place Businesses.</p> <p><b>2. Planters &amp; Hanging Baskets.</b> Letters of thanks have been sent to sponsors of the Planters and Hanging Baskets. Unfortunately the planter on the Deddington/Banbury road was subject to vandalism with plants being ripped out and thrown into the nearby hedge. Nicholson's of North Aston have kindly offered to make good again.</p> <p><b>3. Litter/Dog Bins.</b> Request for new bin at the end of the Castle Grounds will cost circa £200. Awaiting confirmation that dog warden will empty prior to purchase.</p> <p><b>4. Notice Boards.</b> Source of cork sheet found and enough to repair one notice board purchased. A trial on Hempton notice board will be conducted before obtaining more.</p> <p><b>5. War Memorial Cemetery.</b> The status of the Risk Assessment of headstones has been requested from The Church Wardens. Reply waited. There is an increasing problem with dog faeces on and around the graves in the War Memorial cemetery. Despite the fact that the PC provides plastic bags and dedicated bins for owners to collect and dispose of their pets' faeces there are some who are allowing their pets to defecate on the graves of the family, friends and fallen of the Parish. The Church Wardens have been contacted to see what we can do together to stop this. Councillor Collins is sounding out current opinions on the on-going issue of the War Memorial location. The British Legion have offered 3 members and a representative of the Parish Church is being sought with an objective of getting a meeting set up after the summer holidays in September.</p> <p><b>6. Hempton Road Cemetery.</b> A Risk Assessment has been developed to cover H&amp;S needs. The Risk Assessment of all graves in the cemetery will be undertaken bi-annually to check status. First review circa September 2009. The costs of hard standing for water trough and waste bins to be established. Materials to repair the notice board have been obtained and repairs underway. A separate income and expenditure log for Cemetery and War Memorial is being kept. Cllr Ince and the Clerk attended a half day course on: Granting, Exercising and Transferring Rights of Burial. It raised a number of issues for consideration. A meeting with the Banbury Cemetery manager has been arranged for the 12 August to see if we can benefit from adopting some of their procedures.</p>																												
129/09	<b>Report upon the Play Areas:</b> The steward has checked all play areas and they are all ok.																												
130/09	<b>Invoices for Payment:</b> A schedule of invoices totalling £5,602.49 were tabled and approved for payment.																												
131/09	<p><b>Investment of Council Funds</b> At the close of business on 15 July 2009 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 Imprest Acct</td> <td>981.84</td> <td>0.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Current Acct</td> <td>11,263.73</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>133,963.21</td> <td>1.5%</td> <td>Overnight</td> </tr> <tr> <td>Birmingham Midshires</td> <td>200,000.00</td> <td>6.12%</td> <td>1 year fixed (July 10)</td> </tr> <tr> <td>Anglo Irish Bank</td> <td>200,000.00</td> <td>3.25%</td> <td>2 year fixed (Jan 11)</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>546,208.78</b></td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Imprest Acct	981.84	0.1%	Imprest	Barclays Current Acct	11,263.73	0.1%	Current	W. Bromwich Building Soc.	133,963.21	1.5%	Overnight	Birmingham Midshires	200,000.00	6.12%	1 year fixed (July 10)	Anglo Irish Bank	200,000.00	3.25%	2 year fixed (Jan 11)	<b>TOTAL</b>	<b>546,208.78</b>		
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132/09	<p><b>Correspondence.</b></p> <p><b>Parish Show.</b> A request for support of the Parish Show has been received. The organisers are not seeking financial support but would welcome council endorsement. Cllr Ince proposed that the show committee be congratulated for such a successful and professional event. Cllr Watts seconded this proposal. The Clerk will write then a letter to this effect.</p> <p><b>Tree Survey.</b> Nicholson Nurseries have offered their services for a duty of care tree survey. It was felt that as the bulk of trees in the parish were the responsibility of Highways or of individuals their kind offer will be declined.</p>																												
133/09	<p><b>AOB</b></p> <p>Cllr Flux informed the council that damage had been done to the All Weather Court (AWC) with a door being cut into the fence. It was suggested that wireless CCTV might be used to deter such actions. This was passed over to the Recreation working group to investigate. Cllr Flux suggested that the bowling area might also benefit from CCTV. Cllr Squires raised a question about the suitability of the wire meshing and it was agreed to have this investigated during the imminent ROSPA inspection.</p>																												
134/09	<b>Next Meeting:</b> The Parish Council agreed that there will be no meeting in August. The next meeting of the Parish Council will therefore take place on Wednesday 16 September 2009 at 7.30pm in the Town Hall, Deddington.																												