

# DEDDINGTON PARISH COUNCIL

Minutes of a Meeting held at the Church Hall, Hempton on

Wednesday 20 July 2011 at 7.30pm

**Present:** Cllrs Flux (Chair) Bliss, Collins, Cox, Day, McDowell, Oldfield, Rudge, Squires, Ward, Watts, Williams, Wood and County Cllr Jelf and District Cllr O'Sullivan.

116/11	<b>Apologies:</b> Cllr Finnigan.
117/11	<p><b>Minutes of the last meeting:</b>  <b>96/11 Working Groups Structure and Membership for 2011/12</b>            The following sentence to be struck. <b>Cllr Squires will come off the F&amp;GP after the July meeting as he has notified the meeting that he will be unable to be involved with the PC from September 2011 to May 2012.</b>            The following sentence "Cllr Squires queried whether he might be granted a sabbatical and the Chairman said he would confirm whether this might be permissible with Cherwell District Council" to be altered to read <b>The Chairman said he would confirm the rules on leave of absence with CDC.</b>            Cllr Flux then signed the minutes as a true record.</p>
118/11	<b>Declaration of Interests:</b> None
119/11	<b>Matters Arising not referred to later on the Agenda.</b> None
120/11	<p><b>10 Minute Open Forum:</b> David Rollason addressed the PC with Janet and Richard Broadbent also present. He spoke regarding the planning application for Greencourts, Earls Lane (ref: 11/00791/F). So far 9 neighbours, including the Senior Partner of Deddington Health Centre have formally objected to this proposal. Their objections fall into 3 main areas; 1) Over development 2) Highways and 3) Overlooking. The residents who are objecting considered that this application would be out of keeping with the surrounding environment. Concern was raised regarding the mains drainage. The application includes 10 parking places for six dwellings and therefore it is likely that additional street parking will result. The development only has one entrance, via The Beeches and it was queried whether the sight line was safe or legal. Seven of the 10 proposed parking spaces face a conservation area and some of these had no room for turning without having to either reverse in or out of the site onto a highway. There was also concern that the bins awaiting collection by CDC might further obscure sightlines every week. The Health Centre attracts approximately 200 daily traffic movements and the Primary School also increases traffic, with 198 pupils, at 8.40am and 3.15pm. At these times the area of highway in the vicinity of Earls Lane and The Beeches is clogged with parked cars. The planning application file already includes a response from OCC Highways. However, the OCC officer concerned normally deals with West Oxfordshire District Council matters and therefore probably had little or no detailed knowledge of the location and did not visit the site. Other than a note requesting that parking places should not be allocated to specific dwellings the officer has stated that OCC has no objections. The Design and Access statement refers to good practice for parking cars and bicycles but residents suggested that this statement was incorrect. It also referred to good local bus service to Banbury, Oxford and surrounding villages, however it is not possible to travel to Oxford after 6pm or Banbury after 8pm. Plots 5 and 6 include North facing, first floor balconies that would directly impact the privacy of number 2 &amp; 4 The Beeches and Stonecourt and also directly affect residents of plots 1 to 4 of the proposed development. It was queried whether the Police had been contacted to undertake a risk Assessment. The police have a 'Designing out crime' mandate but the site map includes a shared footpath to 3 sides of the rear perimeter, which could be accessed by criminals. District Cllr O'Sullivan has discussed this application with the case officer at CDC. In his opinion the current application may be refused but planning approval might be granted for three dwellings. He said that he would oppose the current planning application on the grounds of the OCC Highways officer did not make a site visit. Another application will be necessary to address the density and over looking issues. County Cllr Jelf also agreed to take follow up on the highways issues. Cllr Collins stated that it was illegal to reverse out of a minor road onto a major one. County Cllr Jelf said that OCC should be invited to make a site visit and it was noted that it was a shame that any site visit would now occur during the school holidays and so would not give a true representation of the traffic concerns.</p>
121/11	<p><b>County and District Councillors update:</b>  <b>Tree felled.</b> District Cllr O'Sullivan has heard back regarding the tree cut down to North West of the Traffic lights. It was diseased and a survey showed that it needed to be felled. It was in the conservation zone and so the owners or fellers should have had sought official permission. A letter has been passed to CDC.  <b>Dial-a-ride</b> District Cllr O'Sullivan voiced his concerns regarding the future of the dial-a-ride service as it is unknown if further funding will be granted. If he has not heard by September/October he thinks it may be disbanded as part of a county-wide policy. Cllr Flux understood that the current budget was £500k available for the voluntary sector. Out of this the CAB has been allocated £125k and Dial-a-ride £187k. CDC is planning to reduce the total budget and therefore all future allocations may need justification. County Cllr Jelf had nothing to report. The Clerk asked about the closing date for the receipt of applications for the next tranche of Big Society funding. Cllr Jelf said that he would let the PC know the date.</p>
122/11	<p><b>Environment &amp; Recreation:</b>  <b>1. Clifton Play Area:</b> Cllr Ward has received 19 responses to the questionnaire. Cllr Ward suggested that the play area would benefit from an additional grass cut in preparation for the summer holidays. The Clerk will confirm the cost of a cut and proceed if it is under £200. Cllr Flux suggested putting up goal posts and Cllr Ward agreed to investigate. Cllr Ward is having difficulty researching grant availability as</p>

it is time consuming and does not always contain correct data (e.g. one grant scheme stated that there was no landfill within 10 Miles of the Clifton Play area but Ardley is within this distance). Various grant sources were discussed (Landfill, TOE2, Oxfordshire Community Trust, Big Society, QE2 field) but it was thought some may not be appropriate as the land has been bequeathed. The deadlines, for applications, need to be established. She said that both parents and children were keen to model the playground to that at Steeple Aston. It was agreed that Cllr Ward could set up a small working group that would consist of some of the parents that were interested in the future of the Play Area.

2. **Sport facilities.** The Colts have asked the person who sorted out the Adult pitch goal mouths to do the same for the Junior pitch. The issue over the long term use of the Fritwell Playing Fields as home for DTCFC is causing concern for squad accommodation. Cllr Ward has looked at a Draft CDC Playing Pitch Strategy Consultation dated August 2007 that suggested that for the Rural Central Region (Deddington, Caversfield, Fringford, Astons and Heyfords), supply of Adult football, Junior football and mini football pitches exceeds demand. The study reported that DTFC as having 2 teams, and DTCFC as having 5 Junior and 3 mini teams. Cllrs Watts & Squires said that the PC had responded to the consultation at the time and notified CDC that this was incorrect. Cllr Ward said that the number of squads had further increased over recent years. Today DTFC has 2 teams, DTCFC has 3 teams needing a Senior pitch (U16,17,18), 6 teams needing a Junior pitch, 4 teams needing a mini pitch and a non competitive training area for the U7's. The study reports that the Windmill centre had 1 Adult Football pitch, 1 Junior football pitch and 2 mini soccer pitches but the latter does not exist. Cllr Ward has asked the FA to do a facilities review unaware that the information CDC holds is currently incorrect. Cllr Ward asked that the Clerk update CDC upon the current facilities.

**Environment**

1. **Swifts:** The Fire Service have put up boxes (2 on the school, kindly funded by the farmers' Market and three at the Windmill Centre two of which were funded by the Swift Conservation project and one by Cllr Rudge). Although they are in place they will be too late for this year's breeding season. Cllr Rudge said that The Fire Service was brilliant.
2. **Cemetery wildflower patch** – Cllr Rudge attended a propagation workshop. The patch will need to be mown around 25 July and the 'hay' removed. Prior to this Cllr Rudge will seed collect and hopes to enlist local gardeners to grow on plants for other areas. She has made an inventory of the plants that have successfully survived the winter and is pleased to report a high success rate with only the harebells and toadflax failing to make an appearance. She reported plenty of bees and in half an hour she counted six different species of butterfly, including a marbled white. Cllr Squires suggested that she contact the School to set up a butterfly watch, which she agreed to take up with Colin Evans. She has put in an order for native bulbs to plant under the trees and hedgerows in the autumn. Cllr Day proposed that the £100 cost of this be borne by the PC, Cllr Collins seconded the motion and it was unanimously agreed. The catmint in the beds outside the cemetery needs trimming back after seed collection.
3. **Windmill Copse:** Richard Payne from the Forestry Commission came to inspect in June. The PC receive a small grant, but can apply for further funding, Cllr Rudge to investigate further. She has submitted a report on his visit to the clerk, which she found helpful and informative. The map has been sent though but the wrong area has been marked.
4. **Planters:** Thanks were again extended to the School who have adopted and planted up the planter on the main road. All the planters are looking good and Cllr Rudge thanked the residents in Deddington and Clifton who look after their 'local' one. Ken Wilkinson has kindly offered to look after the tubs outside the Town Hall so Cllr Rudge will contact him.
5. **Community orchards course.** Cllr Rudge attended the course and is now a member of the society. It was an interesting event attended by representatives from Bicester and Oxford, where community orchards are already being created. She would like to try to do the same in Deddington if there is any land available. The preservation of heritage varieties is a hot topic and there is local support to promote the foundation of a local collection. Cllr Rudge will prepare a more detailed report for September/October.

123/11

**Highways**

1. **Speeding:** A Hempton speed watch was very successful with over 40 offending vehicles listed. A Clifton Speed watch will be mounted. It was agreed that speed watching might usefully focus on the approaches 1) to Deddington from Banbury, 2) to Clifton from Deddington, and 3) into Hempton from Deddington and Chipping Norton with a view to finding evidence that would support the introduction of speeding buffer zones, perhaps of 50mph or even 40mph, as has been introduced south of Adderbury. Cllr Cox suggested that the areas just inside the speed limit be checked to see how long it takes to get to the speed limit. County Cllr Jelf said that despite previous suggestions that buffer zones are used these are no longer considered popular. There was further discussion regarding where best to take the readings and the potential to apply for reduced speed limits. Cllr Cox suggested that after the recordings are made it is re-looked at before next years budget is finalised i.e. before March 2012.
2. **Market Place & Church Street verges.** Signs are going to be used to try and deter parking on the green on market day. One of the posts on the west green needs to be reinstalled.
3. **Traffic lights from Hempton Road.** The additional crossing will be installed after 1 August 2011.
4. **Garden sacrifice.** Unfortunately OCC was unable to accept the offer on the basis of practicality. The resident will be informed and thanked.

5. **Bench Request New Street.** HWG liked the look and design of the bench proposed by Cllr Rudge and considered the proposed location – close to the bus stop on the east side of New Street, set back from road, and on a hard standing – to be the best available. Questions were raised to the ownership of the strip proposed for the bench. The Clerk to confirm who owns the strip, and if necessary seek permission from the Leadenporch House owners as well as OCC and the bus company for a bench to be placed there.
6. **Memorial Benches in Castle Grounds.** The proposed locations of the memorial benches for Betty Hill and Eddie Lynch were approved by the PC.
7. **Accidents:** HWG awaiting the results of inquests to see whether any lessons could be learned from the two fatal road accidents in or near the parish. It is also awaiting further information regarding the circumstances of an accident in the High Street when a van turning **right** out of Hudson Street collided with a car heading towards Oxford. In this instance it's possible a large lorry parked on the east side of High Street was a factor. Although not an issue on this occasion, the group thought that extending the double yellow lines a little further round the corner in front of the May Fu Two might improve visibility turning **left** out of Hudson Street.
8. **Site meeting with OCC:** The Clerk has written to Paul Wilson, OCC area steward, detailing the issues discussed at a meeting organised by Cllr Cox in June and the actions it was agreed OCC would undertake (including the re-siting of the post box, the unblocking of the drain, the extension to the double yellow lines at The Beeches). So far no acknowledgement has been received, nor work begun.
9. **Goose Green Access Road:** In March the residents of Goose Green wrote to OCC complaining about pot holes created when work was carried out on utilities, piles of earth left on the green itself, and an erosion of the side of the green which they thought might be improved if a small kerb were installed. In June, the letter was passed to the PC. After a site visit, the HWG considered The Stile, which had been re-tarmacked after the utilities work, was in excellent condition. There was, by this time, no earth on the green, and a kerb seems unnecessary since on the far side of the green the residents themselves seem to be parking on the edge of the green despite the presence of a kerb. There are a few pot holes where the Goose Green Access Road joins Philcote Street which OCC should be informed of. The Clerk mentioned the budget was only being used for potholes with a depth of 4cm or more.
10. **Broken signs:** Two broken signs were reported to the PC. One, pointing to the castle dangling dangerously. The Clerk informed OCC and this has been mended. The other, a Neighbourhood Watch sign, the group could not locate.
11. **Misleading sign:** A HWG member attempting (unsuccessfully) to cycle to Banbury via bridleways noted a turning off the Milton Road signposted to Deddington, alongside Daeda's Wood. Some distance along the track are signs saying that there is no public right of way ahead, through Deddington Mill, and that the footpath had been "extinguished" in the 1960s. After much discussion it was suggested that the sign had been swung 90 degrees and that the track followed would not lead to Deddington. Cllr Squires said that, for information, Natural England were keen to open footpaths that had been lost.

124/11

**Planning Working Group**

**Applications**

**11/000791/F Greencourts Earls lane Deddington:** Convert and extend existing house to create 4 dwellings demolish garage and build additional two terraced dwellings PWG has a number of concerns in regard to this application and has also received correspondence from several concerned local residents. **PC will object to this application** on the following grounds:

Over development of the site, inadequate parking provision for 6 homes in a location that has many existing highway concerns including parking and safety concerns close to the local primary school and health centre, loss of privacy the plans include upstairs balconies on two of the proposed dwellings which will create significantly increased overlooking of other properties. In light of the sensitive nature of the location and the expected concerns of many people in the village. It was recommend that this application is taken to committee so there is an opportunity to voice the concerns of the community and also request that a site visit takes place.

**11/00930/LB & 11/00929/F Manor Farm House Main Street Clifton:** Demolition of a single storey cloakroom and conservatory. Construction of single story garden room extension. **No objection**

**Appeals** None

**Approvals**

11/0071/TCA Deddington Manor New Street

11/00547/LB & 11/00546/F ivy Cottage 3 St Thomas Street Deddington

11/00612F 10 St Johns Way Hempton

11/00754/F Wynford House New St Deddington

11/00747/F Erection of 1 dwelling on land at r/o End Cottage, The Stile, Deddington. The PC objected strongly to this application.

**Correspondence**

- Steve Shaw, National Co Coordinator for the lobby group Local Works, contacted the PC regarding promoting the sustainable communities act asking for the PC to support their campaign. Cllr Flux suggested that Cllr Cox contacts OALC to take up further details.
- Jerry Welford emailed details of correspondence between himself and CDC reference vehicle access PWG is grateful for being kept up to date but unable to do any more to help the residents affected by this approved development other than hope the on-going discussion will lead to some resolution to the

	<p>oil deliveries</p> <ul style="list-style-type: none"> <li>• David Rollason of Earls Lane detailing his objections to the above Greencourts application.</li> </ul>
125/11	<p><b>Emergency Planning.</b> The Cllrs were passed the draft Emergency Planning document compiled by the Emergency Planning working group and asked to pass comments to Cllr O'Dowell before the September meeting. Cllr Rudge questioned whether the sites of the Grit Bins had been established. Cllrs Cox and Finnigan are to meet to agree. The Clerk reminded that OCC would also need to approve the sites.</p>
126/11	<p><b>Finance and General Purposes</b></p> <ol style="list-style-type: none"> <li>1. <b>F&amp;GP meetings.</b> Cllr Squires had requested that the group meet, in future on a Friday or Saturday but it was decided that the meetings would continue to be held during the week.</li> <li>2. <b>Cash flow to end of June.</b> No unusual income or expenditure.</li> <li>3. <b>Accounts to March 2011.</b> F&amp;GP have not had any response from the outside auditors.</li> <li>4. <b>Cheque Signatories - West Bromwich.</b> These will be Cllrs Flux, Collins and Wood. Geoff Todd, Pat Swash and Graham Pitts are still registered as signatories but will be removed.</li> <li>5. <b>Town Hall.</b> F&amp;GP have made proposal (subject to eventual PC approval), which have been passed via George Fenemore to John Day.</li> <li>6. <b>Parish Office Copier.</b> The rented multifunctional copier does not operate to specification. The Clerk has sought an alternative quote for a copier that will provide scanning. The current supplier will be asked to sort out the issues raised or take it out.</li> <li>7. <b>SSE Feed in Tariff.</b> Documentation has been received and signed. Cllr O'Dowell suggested that this be published so that parishioners are aware of what has happened and also of the economic benefit to the parish. Cllr Wood to discuss with the Clerk so that in future it will periodically appear in the minutes. Cllr Flux said that 3855Kw had been generated so far.</li> <li>8. <b>Deddington Educational Trust.</b> Cllr Rudge is replacing by Cllr Watts as PC nominated trustee. Cllr Wood to read Trust Deed and advise Cllr Rudge about her responsibilities as a trustee.</li> </ol>
127/11	<p><b>Brief report on the Survey results by Cllr Day</b></p> <p>Cllr Day suggested that each working group should have clear terms of reference and its responsibilities set out. The roles and responsibilities for the Chair, Vice Chair and Clerk will also be described. It was suggested that these be drafted for September with confirmation/adoption in October. Thereafter all new working groups should produce terms of references that determine their roles and responsibilities. Cllr Day said that he would compile the draft terms of reference so that the whole PC can refer to them. Cllr Day said that the format would be similar to a job description and suggested that a standard template would work well. Cllr Oldfield questioned how people are allocated to roles. Cllr Day said that this is the logical next step to take. County Cllr Jelf suggested the best place to start with is what you want to do/ are interested in. Cllr Cox asked whether access to training would be made available.</p>
128/11	<p><b>Update on the Castle Grounds and benches from Cllr Collins.</b> Cllr Collins to follow up the previous request for a copy of the signed constitution.</p>
129/11	<p><b>Library update.</b> Cllr Collins suggested that the parish library is enjoying a stay of execution rather than reprieve. The Book a Future group are leading a campaign to win 'Community Plus' status for the library. He considered that the criteria used to decide the ranking of the Deddington library in the county list were flawed as various omissions in the data had been found e.g. the figures suggested that no-one uses any shops to purchase convenience goods within half a mile of the library, which is clearly incorrect. Cllr Bliss was asked to find out the average number of transactions processed at the Co-op on a daily basis. Other inconsistencies in the criteria will be taken up by the 'Book a Future' group. Cllr Collins said that the group had suggested that an early settlement might be possible and that it might aid negotiation if Deddington were to be the first to agree. This suggestion is to be investigated further. Volunteers will work to a job description, which will be made available at the Parish Office when it has been finalised by OCC. Cllr Collins confirmed that there will be no changes to the premises, book stock, facilities for the foreseeable future (which is considered for a three year financial period). Cllr Williams had attended a meeting about the police moving into the library and reported that this matter is progressing well.</p>
130/11	<p><b>War Memorial.</b> Cllr Collins said that Remembrance Sunday would soon be here again but the question of whether the War Memorial should be moved was still hanging in the air so a resolution needs to be made. It was suggested that if plans to move the memorial were dropped it could be enhanced where it is. Cllr Squires questioned whether it could be moved. Cllr Collins said that the question was two fold: could it be legally moved? and could it physically be moved without damaging it? The answer to the first part of this question was that there is no current legal barrier to moving it and it is not currently listed. However there was some advice previously received that moving it might result in its being damaged. Cllr Cox said that she had met someone at the Lord Mayors Meeting that is responsible for monuments and she would seek his advice. Discussion followed as to whether the PC could or should make the final decision. It was decided that the PC must remain impartial on this matter as it represents all parishioners.</p>
131/11	<p><b>Report upon the Play Areas:</b> The Clerk reported that the play areas were looking good Richard had spread the bark and cut branches overhanging the small play area to the back of the Windmill. She suggested that either a stile or gate be considered as children are climbing over the fence from Mill Close. She will investigate the costs of this</p>
132/11	<p><b>Invoices for Payment:</b> Schedules of invoices totalling £5,794.31 for July were approved for payment.</p>

133/11	<p><b>Investment of Council Funds</b> At the close of business on 20 July 2011 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>489.24</td> <td>0.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Current Acct</td> <td>16,120.99</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>126,655.87</td> <td>1.0%</td> <td>Overnight (inc interest)</td> </tr> <tr> <td>Alliance &amp; Leicester</td> <td>200,000.00</td> <td>2.5%</td> <td>1 year fixed (July 12)</td> </tr> <tr> <td>Anglo Irish Bank</td> <td>200,000.00</td> <td>2.84%</td> <td>1 year fixed (Jan 12)</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>543,266.10</b></td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Imprest Acct	489.24	0.1%	Imprest	Barclays Current Acct	16,120.99	0.1%	Current	W. Bromwich Building Soc.	126,655.87	1.0%	Overnight (inc interest)	Alliance & Leicester	200,000.00	2.5%	1 year fixed (July 12)	Anglo Irish Bank	200,000.00	2.84%	1 year fixed (Jan 12)	<b>TOTAL</b>	<b>543,266.10</b>		
ACCOUNT	BALANCE	INTEREST	NOTICE																										
Barclays Imprest Acct	489.24	0.1%	Imprest																										
Barclays Current Acct	16,120.99	0.1%	Current																										
W. Bromwich Building Soc.	126,655.87	1.0%	Overnight (inc interest)																										
Alliance & Leicester	200,000.00	2.5%	1 year fixed (July 12)																										
Anglo Irish Bank	200,000.00	2.84%	1 year fixed (Jan 12)																										
<b>TOTAL</b>	<b>543,266.10</b>																												
134/11	<p><b>Correspondence.</b> Cllr Rudge asked if there had been any further developments regarding the bats as Ash Cottage development. She was informed that there had been no developments.</p>																												
135/11	<p><b>Any Other Business:</b>  <b>Parish Clerk.</b> Congratulations were passed to the Clerk who has been to The House of Parliament and met the Prime Minister for coffee at 10 Downing Street as part of her role as the Parish Clerk.  <b>Teddy Bears Picnic at Castle Grounds.</b> The FOCG have asked for help with the forthcoming Teddy Bears Picnic on Sunday 21 August. Unfortunately none of the Cllrs were available to help.  <b>Cricket Club Charity Ball – Noise levels.</b> Cllr Cox addressed the PC regarding the Cricket Charity Ball and queried the event going on until 2am. Cllr Flux said that, as in previous years, the Cricket Club had the agreement to use the Cricket Pitch for this major annual fundraising event which raises considerable sums for charity. Cllr Day asked if the PC could set the rules as the owners. Cllr Cox suggested that events at the Windmill should finish at midnight. Cllr Watts felt that the finishing time should be that stated on the Temporary Events Notice. Cllr Flux suggested that perhaps the speakers could be turned around so that they faced away from Mill Close. He said that the PC needed to sit down with the Cricket Club and discuss how the current problems might be minimised. Cllr Squires considered that parameters should be set. Cllr Collins suggested that de facto rules should be in place. Cllr Squires proposed that there should be formal framework agreement for events on the playing field. Cllr Day seconded this motion. Cllr Flux proposed an amendment to the motion to allow him to investigate this matter, determine the pros and cons of setting rules and regulations and then report back to the PC before any further action is taken. This amendment was seconded by Cllr Watts and the amended motion passed by the PC. Cllr Collins noted that he had a decibel meter if it was required.  <b>December PC Meeting.</b> Cllr Watts asked if the date for the December meeting had been brought forward as suggested by the former Cllr, Cllr Todd. The Clerk confirmed that the meeting was scheduled to take place on 14 December.</p>																												
136/11	<p><b>Next Meeting:</b> The next meeting of the Parish Council will take place on <b>Wednesday 21 September 2011 at 7.30pm</b> in the <b>Windmill Community Centre, Deddington.</b></p>																												