

## DEDDINGTON PARISH COUNCIL

**Minutes of a Meeting held at the Town Hall, Deddington, on  
Wednesday 20<sup>th</sup> June 2007 at 7.45pm**

**Present:** Cllrs Squires (Chair), Alton, Anderson, Collins, Ince, Privett, Rollason, Rudge, Spencer, Todd, Watts, and Wood and CC Jelf.

**In Attendance:** Lorraine Watling (Clerk)

77/07	<p><b>Apologies</b> Apologies were received from Cllrs Flux, Westbury and DC O’Sullivan.</p>
78/07	<p><b>Minutes of the last meeting</b> The following amendment was made to the minutes of 16<sup>th</sup> May 2007: 75/07 (2) was amended to read ‘Cllr Watts has been invited to become a trustee for the current period of the Parish Council’.</p>
79/07	<p><b>Declaration of Interests</b> None.</p>
80/07	<p><b>Matters Arising not referred to later on the Agenda</b> The Parish Council expressed its sadness upon hearing about the passing of Alan Gardner. Alan had been Clerk to Deddington Parish Council during most of the 1980’s. The council offered its sincere condolences to his family.</p>
81/07	<p><b>10 Minute Open Forum</b> A presentation was made by Deddington On-Line. Cllr Anderson will liaise with the committee to ensure that the PC maximises the services that they can provide to publicise its work.</p>
82/07	<p><b>Code of Conduct</b> The revised code of conduct was outlined by the Chairman and the difference between personal and prejudicial interests was explained. All Cllrs will complete a new version of the Register of Members’ Interests and return these to the Clerk for forwarding to CDC. The parish council unanimously resolved that:</p> <ol style="list-style-type: none"> <li>a) the mandatory provisions of the Model Code of Conduct set out in the Statutory Instrument 2007/1159 be adopted as the Deddington Parish Code of Conduct, to be effective from 1<sup>st</sup> July 2007, subject to: <ol style="list-style-type: none"> <li>1) the inclusion of the ‘general principles’ as an Annex of the Code, with a footnote to explain that it is not part of the Code but is included as an Annex because of the requirement in paragraph 1(2) of the Code for members to have regard to the principles: and</li> <li>2) the addition of paragraph 12(2) of the Model Code, but excluding the word in brackets each as recommended by the Standards Board for England: and</li> </ol> </li> <li>b) the clerk be requested to notify the Monitoring Officer of Cherwell District Council of the passing of the above resolution.</li> </ol> <p>It was agreed by council that, starting at the July 2007 meeting, that when declaring an interest that the councillor must specify if the interest is a personal interest or if it is a personal and prejudicial interest. In the latter case if the item is to be debated the councillor must leave the room during the debate.</p>
83/07	<p><b>Planning Working Group</b> <b><u>1. Applications</u></b> <b>07/00774/F - Roseleigh, New Street, Deddington</b> Loft conversion with 3 no. dormer windows to front elevation. Creates two bedrooms. <b>No objection</b> but there could be concern about overlooking of house(s)</p>

opposite.

**07/008431/TCA - Johnson & Co, Chapel Square, Deddington (amended)**

As anticipated an amended application was received in line with the report given at the last PC meeting. The revised application was for a holly and an ash in Hopcraft Lane and for the sycamore nearer the wall in Castle Street. In each case the trees are damaging the boundary walls. The walls are currently being rebuilt. **No**

**Objection.**

**07/0876/F —69 St. Johns Way, Hempton (amended plans)**

Two storey side extension and alter access. Covers existing footprint of house, etc. making it into a 4 bedroomed property. The PC has **no objection** but suggests that there should be no alteration to the width of the dropped kerb due to the proximity of the junction.

**07/00915/TCA — 1 & 2 South View, Goose Green, Deddington**

Fell 1 no. Conifer, 2 no. Hazelnut & 1 no. Laburnum. There is no suggestion of damage to buildings in the application, just invasion of wall and garage of neighbouring properties and loss of light to a further property. **The PC therefore objects** unless the Tree Officer considers this work to be required as pruning and/or other surgery may be more appropriate. Hazels should be coppiced.

**07/00959/LB — The Old Vicarage, Church Street, Deddington**

Change internal doors, new external door and change existing back door. **No objection.** However an old cobbled drive has been lifted and replaced by a tar and shingle surface so CDC will be made aware of this.

**07/00973/TPO —63 Mill Close, Deddington**

Fell one poplar tree. Tree was made subject to TPO 48/89 before Mill Close was developed. Applicant cites root problem as reason for felling. **The PC recommends that a replacement be planted if the grant is made.**

**07/01018/F — Emohruo, St Thomas Street, Deddington**

2 storey rear extension. This property was recently granted permission for a two and single story rear extension. PC made no objection to this application (07/00444/F). **No objection** as the properties either side have been similarly extended.

**07/1100/F & 07/1101/LB – Ilbury House, New Street, Deddington**

Conversion of existing out buildings to a self contained residential accommodation. **No Objection** but it should only be used as auxiliary accommodation to the existing dwelling and should not be sold, leased or used as an independent dwelling.

**2. Permissions granted**

07/00325/F – Ashley House, Chapel Close, Clifton.

07/00654/F – 5 The Paddocks, Deddington

07/00843/TCA – Johnson & Co, Chapel Square, Deddington

**3. Other Matters**

1) CDC Consultation of Planning Applications – CDC are offering a revised system for consultation on planning applications involving a mix of email and postal notification. A mix of postal notification, use of the web site and online comment will accommodate the needs of the PC.

2) CDC Bicester and Central Oxfordshire Site Allocations Development Plan – available in the Clerks office. The PC and others have until 16 July to comment on the plan.

3) OCC is currently consulting on the Minerals and Waste LDF.

	<p>4) The Barnstead, The Lane, Hempton – OCC have advised the householder that the highway can't be stopped up and offered some advice. The PC should have been maintaining the verge and so the grass cutting contractors have been made of this.</p>
84/07	<p><b>Finance &amp; General Purposes</b></p> <p><b>1. Annual Accounts:</b> Cllr Wood presented the accounts for the year ended 31 March 2007. He also explained the governance arrangements for the future. These and the Statement of Assurance were approved by the Parish Council and the Clerk was authorised to send the annual return to the external auditors. Cllr Wood introduced the internal auditor John Suckling and thanked him for his thoroughness. Cllr Wood will report back to council about the reasons behind the differences in yearly income from the allotments.</p> <p><b>2. Cash Flow Statement:</b> The cash flow statement was circulated and major items of expenditure were explained.</p> <p><b>3. Draft Financial Regulations:</b> Cllr Wood has drafted a revised set of financial regulations based on the NALC model. These were circulated to all Cllrs. They were asked to return comments before the July meeting of the F&amp;GP working group on 8<sup>th</sup> July 2007.</p> <p><b>4. Statement of Investment Policy:</b> A draft prepared by Cllr Anderson was circulated for comment. This document will be an addendum to the financial regulations.</p> <p><b>5. Risk Assessment:</b> A draft produced by Cllr Anderson was circulated for comment.</p> <p><b>6. Nomination for OALC Executive Committee:</b> Cllr Flux's period as a member of the OALC Executive Committee has come to an end. Cllr Wood proposed that Cllr Flux be nominated for a further period of office. This was seconded by Cllr Todd and unanimously agreed by the Council. The Clerk will send the completed paperwork back to OALC.</p> <p><b>7. Parish Council Finance Course:</b> The Council unanimously approved that Cllr Anderson and the Clerk should attend a Parish Council Finance Course in Didcot on 4<sup>th</sup> July 2007.</p> <p><b>8. Terms and Conditions for Employees:</b> These are currently under review by the F&amp;GP.</p> <p><b>9. Town Hall:</b> Cllrs Flux and Wood met with Terry Clinch. It was agreed that DCE do not have the automatic right to use the Town Hall. It was also agreed that the PC will not charge them if they use it 3 or 4 times a year for meetings.</p>
85/07	<p><b>Environment &amp; Recreation</b></p> <p><b>1. Castle Grounds - proposed use by the Colts</b> The PC unanimously approved that the Colts will be allowed to prepare and use the existing Castle Grounds football pitch on a zero cost basis to the PC for the playing seasons 07/08 and 08/09. If any agreed increased mowing costs are incurred by the PC these will be passed on to Colts. No parking will be allowed at the Castle Grounds but parking in principle agreed in discussions between the Colts and the NFU. The pitch will normally be used every Saturday morning during the playing season but the Colts will ask the Witney &amp; District league to try to avoid fixtures in Deddington on market days. The Colts will be responsible for insurance and emergency access. This is viewed as a temporary measure whilst permanent solutions are sought at other venues.</p>

	<p><b>2. CDC Green Spaces &amp; Playing Pitch Strategies</b> It was unanimously agreed that Cllrs Rollason and Watts action this with CDC. Cllr Todd asked to be kept informed. This strategy forms part of the LDP and a consultation exercise is taking place 12th July – 10<sup>th</sup> August. CDC will be asked to consider the provision of further playing pitches around the Windmill Centre.</p> <p><b>3. Village Clean-Up</b> The Chairman thanked the volunteers, groups and Cllrs that turned out to assist on the main day of the village clean-up. Richard Spencer was thanked for sponsoring the event. Cllr Rudge apologised for not being available to help. Cllr Collins will be leading the village clean-up in Clifton on Sunday 24th June. Maddie Lewis and Sophie Preston won the poster competitions and were awarded book tokens.</p> <p><b>4. Other Business - Teen Scene</b> The E&amp; R group are going to undertake a survey amongst the various youngsters within the Parish to determine what facilities they would like. They will distribute a questionnaire to users of the bus to the Warriner School and will also talk to the various youth groups. Deddington on-line will also be utilised.</p> <p><b>5. Parish Plan</b> At present this is being formatted so that the page count can be confirmed so that the printing costs can be established.</p>
86/07	<p><b>Report from the Highways Group</b></p> <p><b>1. VAS Update</b> Cllr Rudge proposed that the PC install the two VAS's at a total cost of not more than £6k plus VAT. Cllr Ince seconded this proposal and it was unanimously approved by the PC. The temp VAS on offer was discussed. The PC agreed to express an interest but take no further action until the impact of the 2 permanent VAS's is measured.</p> <p><b>2. Bus Shelter</b> The purchase of the bus shelter and bike racks was unanimously approved. The Clerk will obtain quotes for installation. The new facility will need to be added to the Asset register and Insurance. A Risk Assessment will have to be undertaken.</p> <p><b>3. Earl's Lane Parking</b> No progress at present.</p> <p><b>4. War Memorial Path</b> The church is looking into restoring this.</p> <p><b>5. Wheelie Bins</b> CDC will deliver leaflets to residents who leave their bins on the pavements.</p> <p><b>6. Windmill Centre</b> The PC agreed to purchase an A3 'caution, small children' sign.</p> <p><b>7. New Street Lay-by</b> The PC does not want this lay-by extended but supports the squaring off of the corners.</p> <p><b>8. Clifton Parking</b> Ongoing.</p> <p><b>9. Chapel Close, Clifton</b> OCC have written to a resident about some unofficial resurfacing work.</p> <p><b>10. AOB</b> (a) Cllr Watts asked the Highways working group to consider some sort of</p>

	<p>measure to protect the schoolchildren if a 'Lolly Pop Person' cannot be found. They will investigate the parameters regarding a crossing in Earls Lane by the school. It was noted that Earls Lane might be a good road in which to trial a 20mph speed limit by the school going towards Clifton.</p> <p>(b) The hedge at the end of Earls Lane and Clifton Road needs pruning – this will be reported to OCC.</p>																								
87/07	<p><b>Play Areas:</b> The Clerk reported that John Hill has carried out the Annual Playground Inspection. The steward is undertaking routine maintenance to the play equipment in the older children's play area. Cllr Spencer reported that one of the bucket swings in the younger children's play ground has been damaged. The Clerk will arrange for this to be removed and replaced.</p>																								
88/07	<p><b>Invoices for Payment</b> A schedule of invoices totalling £6,429.53 was tabled, a copy of which is filed with these minutes. These were approved for payment.</p>																								
89/07	<p><b>Investment of Council Funds</b> At the close of business on 16<sup>th</sup> May 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>12,719.52</td> <td>.1%</td> <td>Instant</td> </tr> <tr> <td>Barclays Imprest Acct</td> <td>677.75</td> <td>.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><b>TOTAL</b></td> <td><b>555,073.67</b></td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT NUMBER	BALANCE	INTEREST	NOTICE	Barclays Current Acct	12,719.52	.1%	Instant	Barclays Imprest Acct	677.75	.1%	Instant	W. Bromwich Building Soc.	341,676.40	5.10%	Overnight	Birmingham Midshires	200,000.00	5.13%	Fixed Bond	<b>TOTAL</b>	<b>555,073.67</b>		
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90/07	<p><b><u>AOB</u></b></p> <p>1) <b>Pigeons under the Town Hall</b> – Cllr Watts proposed that these be removed after the nesting season is over. Cllr Privett seconded this proposal. Cllr Squires tabled an amended proposal that alternative housing for them be investigated at reasonable cost. Cllr Rudge seconded this proposal. This amended proposal was voted upon. There were 5 votes for and 5 against with 1 abstention. The Chairman therefore used his casting vote and the motion was passed.</p> <p>2) <b>Village Flowers</b> – the hanging baskets that were donated are now in place. It was unanimously agreed that Cllr Ince be authorised to purchase some plants for planting in the troughs outside of the Town Hall and also at the War Memorial.</p> <p>3) <b>Fundraising</b> – Cllr Ince was congratulated for raising £4.5k for charity in the USA. Cllr Westbury is currently undertaking a fundraising challenge hence his absence from the meeting.</p> <p>4) <b>Holly Tree Wall Capping</b> – some of the slate cappings have fallen off and are currently on the floor. The Clerk will mention this to Terry Clinch.</p>																								
91/07	<p><b><u>Next Meeting</u></b> The next meeting of the Parish Council will take place on Wednesday 18<sup>th</sup> July 2007 at 7.45pm in <b>The Town Hall</b>.</p>																								