

DEDDINGTON PARISH COUNCIL

**Minutes of a Meeting held at the Town Hall, Deddington, on
Wednesday 18 June 2008 at 7.30pm**

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

In attendance: County Cllr Jelf

082/08	<p>Apologies Apologies were received from Cllrs Rudge, Squires, and District Councillor O'Sullivan</p>
083/08	<p>Minutes of the last meeting Cllr Flux signed the minutes as a true record.</p>
084/08	<p>Declaration of Interests 093/08 (3) Bowling Club Gate Cllr Todd - personal interest 093/08 (7) Allotments Cllr Spencer - personal interest 094/08 Deddington Coat of Arms Cllr Ince - personal interest</p>
085/08	<p>Matters Arising not referred to later on the Agenda None.</p>
086/08	<p>10 Minute Open Forum Chris Oaks from Arujo in Hudson Street Deddington addressed the parish council regarding the shop signage with particular reference to the A board on the village green as complaints had been received. Cllr Flux said that this was a matter for OCC rather than PC and asked the Highways Group to investigate. Cllr Privett passed on a copy of the guideline given to him from OCC to help clarify the query.</p>
087/08	<p>Parish Councillor Vacancy Cllr Rollason has stood down from the Parish Council. Cllr Flux has contacted Cllr Rollason to thank him for his dedicated service on the Parish Council for the last six years. A vacancy notice has been posted by CDC. If no request for an election is received by 23rd June, the PC can co-opt a new member. If this is the case anyone wishing to be considered should register their interest with the Parish Clerk either in writing or by email by Monday 14 July 2008. Those registering their interests will be invited to the meeting on Wednesday 16 July at 7:30pm in the Town Hall. The Deddington News will ensure that this will be included in the forthcoming issue.</p>
088/08	<p>Working Group Structure and Membership or 2008/2009 The Parish Council will consist of five working groups during 2008/09:</p> <p>Finance and General Purposes Group Members: Cllrs Alton, Anderson, Todd and Wood Covering: Budgeting, Audit of accounts, Grants, Investments, Standing Orders, Financial Regulations, Parish Assets, Council Property and Contracts.</p> <p>Planning Group Members: Cllrs Alton, Anderson and Todd Covering: Planning applications, Local plans, Upper Heyford and Local Development Framework.</p> <p>Recreation Group Members: Cllrs Spencer, Squires, Watts and Westbury Covering: Allotments, Castle Grounds, Open Spaces and greens (including grass cutting), Play areas and equipment, Christmas Tree and Fun Fair.</p> <p>Highways Group Members: Cllrs Collins, Privett, Wood and new councillor Covering: Highway matters, Parking, Bus Shelters and liaison with OCC (Highways).</p> <p>Environment and Special Projects Group Members: Cllrs Ince and Rudge Covering: Supervision and maintenance of Hempton Road Cemetery, Hanging baskets and planters, Notice boards, Litter and Dog bins, Environmental and ad hoc projects.</p> <p>The Chairman and Vice Chairman are ex officio on all of the working groups.</p> <p>In addition to these main working groups some parish groups/activities/clubs have requested a PC representative. These are by invitation only and currently include:</p> <ol style="list-style-type: none"> 1. Deddington Charities Estate: Cllr Anderson and Mr T Clinch (DCE articles allow for 2 2. PC nominees) 3. Windmill Committee: Cllr Flux 4. Deddington On-Line: Cllr Anderson 5. School Governing Body: Cllr Watts

	<p>The Best Kept Village Competition is being dealt with by Cllrs Anderson and Flux</p> <p>PC Representatives are also being sought for Youth Club Committee (from the Recreation group) and Allotments Association. These will be confirmed later.</p>
089/08	<p>Annual Parish Meeting Follow-Up</p> <p>Market Place Trees – another tree of a flowering variety was requested at the Annual Parish Meeting for the larger green at its northern apex. The Highways Group will investigate further taking into account issues including sight lines and the growth of the oak tree. Requests for plaques on the trees have been received. OCC will place one on the Oak when it is established.</p> <p>Wind Turbine – a planning submission is being prepared.</p> <p>Street Lighting – the highways group are awaiting a letter regarding “night start”.</p>
090/08	<p>Highways Working Group (HWG)</p> <p>Cllr Rudge was thanked for her involvement with the working group as she moves on to the Environment and Special Projects Working Group. Her work towards the Market Place Bus Shelter was given specific mention.</p> <ol style="list-style-type: none"> Earls Lane – Letter received from OCC confirming that the PC will shortly be receiving a response on the points raised in the most recent letter sent to Ian Hudspeth. Comments have also been received from a resident regarding speeding in Earls Lane. Cllr Privett has spoken with Steve Wood at OCC who has provided details of the Schools Liaison Officer so that the PC can liaise with her - a request from the School will probably bear more weight than one from the PC. The WG will liaise with Cllr Watts. Steve Wood has also agreed to install a speed monitoring device in Earls Lane in the near future and will report back with the findings. Parking in the Village – No Further news. Streetlight in the Stile: John Harmer at OCC confirmed that ALL streetlights in excess of 5 metres and situated on a footpath or similar where a Cherry-picker is unable to access, will be lowered. Health and Safety dictates that ladder access to lighting can only be up to 5 metres. Consequently, the neighbours in the Stile can agree to get it lowered now and contact John at OCC to discuss, or wait until the next maintenance visit (probably later this year) when it will be lowered automatically. Crossing Point on A4260 – Darren Mizzen at OCC has been advised that the PC are considering a request button and dropped kerb on the south side of the crossroads between the Library and Holcombe Hotel to provide a controlled crossing from East West of High St/New St. He will undertake a feasibility survey and report back. (Local Transport Plan has no free funding until 2011 for matters such as this, so costs implications have been requested). A Boards – OCC have been asked to undertake a review of the position within Deddington village as it has got somewhat out of control again and complaints have been voiced from residents and businesses alike. Temporary Road Closure – Chapman’s Lane Monday 30th June- Tuesday 1st July for re-surfacing. Oxfordshire Road safety Newsletter: currently under review. Market Place Crossing: Cllr Spencer asked that the Group investigate the possibility of a zebra crossing in the Market Place running East to West. This will also be looked at when Darren Mizzen makes a site visit to the High Street.
091/08	<p>Special Projects</p> <ol style="list-style-type: none"> Hanging Baskets – The Crown and Tuns have generously donated the village hanging baskets. The town hall now has an additional four baskets on the west side. The watering system has therefore been extended. The library has agreed to pay for a watering system for its three baskets. A letter will be sent to the Crown and Tuns to thank them for the hanging baskets. Planters – All parish planters have been planted. Some local residents have agreed to help Max with the watering of these. The PC thanked the residents who have kindly offered to help out. Hempton Bench: A replacement bench has been sourced for £180 including the cuprinol treatment so coming well below the original £500 budget. Noticeboards – to be discussed at the next meeting. WIFI at the Windmill – Cllr Flux said that the Windmill Committee would like to investigate WIFI capabilities at the Windmill Centre. The WMC to work with Cllr Ince on this. Best Kept Village – Cllr Flux proposed that funds be available for the

	<p>presentation and associated costs for the BKV competition to a maximum of £100. This was unanimously agreed.</p>
092/08	<p>Planning Group Applications</p> <p>08/01145/F – Stone Walls, Hempton - First floor rear extension. Provides a guest bedroom above existing single storey dining/family room and pantry. No objection.</p> <p>08/01191/F – 30 Gaveston Gardens, Deddington - Ground floor extension to kitchen and garage and first floor extension over garage. Access to new bedroom above garage is via a stair case which intrudes into garage. This could prevent a medium sized vehicle being parked in this side of garage and PC should seek reassurance that there is no loss of on site parking. The extension covers a large footprint of the garden. Objections - Loss of on site parking and over development of a small plot. If granted there should be a condition to prevent further development within garage and for it not to be created into a separate dwelling. NOTE:- Objection already submitted due to time limit.</p> <p>08/01257/LB – Manor Farm, Main Street, Clifton - Conversion of part roof void and refurbishment of existing second floor accommodation including provision of roof lights, dormer windows, replacement windows at ground floor level and 3 no. new windows to match existing. Similar to some of the work proposed in 07/01416/F which was withdrawn. PC made no objection to original and therefore no objection to this one subject to Conservation Officer's report.</p> <p>08/01401/TCA – Manor Farm, Hempton Road, Deddington - Fell 5 no. conifers. Will be replaced with hornbeams. No objection.</p> <p>Approvals</p> <p>08/00769/F – Ithaca, Hopcraft Lane, Deddington 08/00909/F – 4 Walnut Close, Clifton 08/00949/LB - Peartree Cottage, St Thomas Street, Deddington 08/00987/F - 11 Hempton Road, Deddington.</p> <p>Withdrawals</p> <p>08/00862/F – Holcombe Hotel, High Street, Deddington 08/00863/LB – Holcombe Hotel, High Street, Deddington 08/00880/F – 4 Hempton Road, Deddington</p> <p>Other matters</p> <p>1. 5 The Paddocks, Deddington - Problems reported to the Chairman were relayed to Cherwell DC planners. They are in contact with the applicant.</p> <p>2. 05/01325/F – 2 Philcote Street, Deddington - Neighbours have copied PC a letter they have sent to CDC voicing concerns over apparently new plans shown to them by the applicant. The plans change the roof levels.</p> <p>3. SEERA – Land-won Aggregates - Consultation document for reply by 8 August.</p> <p>4. Cherwell DC - LDF Framework Consultation – Cllrs Anderson, Flux and Todd met with CDC regarding sites and their relationship to the village (Deddington) built up boundary. Cllr Todd also attended a further LDF Framework Workshop held by CDC.</p> <p>5. Oxon CC – Minerals and Waste Plan Newsletter - Copy available in Clerk's Office.</p>
093/08	<p>Recreation Working Group</p> <ol style="list-style-type: none"> Broken Stiles- one at the bottom of Earls Lane and the other from the Hempton Road towards Barford by the sewage works. Both are missing the lower plank. The Clerk to contact CDC to ask for them to be fixed. Library – the Clerk will ask OCC to remove the buddleia that is growing outside. Teen Scene – bowling club gate. One quote, over current budget, has been received. Further quotes will be sought by the Clerk. Exercise track/course – to be discussed with Roger Davies in Autumn. Satin Lane Allotments <ol style="list-style-type: none"> Water Butts - it was noted that access to the water butts was restricted. The WG recommended that Max be asked to trim the grass as a short term measure. Health & Safety - some holders have questioned the safety of the allotments for children. The PC considers that this is not a play area for children and that parents should exercise control if taking them to the allotments. Allotment Association – A meeting will be held at the Satin Lane allotments on Monday 30 June at 8pm. Allotments holders will be invited to discuss the formation of an association and suggestions for allotment upkeep and administration. Neglected allotments The Chairman reported on a conversation with one of the allotment holders. The issue will be reviewed by the WG. Teen Scene – During his annual RoSPA inspection the playground inspector raised an issue about one aspect of the teen scene. He has been asked to liaise with Roger Davis who had previously confirmed that the equipment met all of the necessary H&S standards.

094/08	<p>Finance & General Purposes Working Group</p> <p>1. Cash flow to May. The cash flow was discussed.</p> <p>2. Accounts for 2007-08. The accounts to 31 March 2008 were presented to the Council and approved with Cllr Alton proposing the approval and Cllr Todd seconding it was unanimously agreed. The internal auditor and the chairman signed it. Cllr Wood then explained that further agreement was required regarding the annual governance statement, which was then detailed with specific mention to the PC being sole trustee of the Castle Grounds Charity. It was proposed by Cllr Flux and seconded by Cllr Spencer and then unanimously agreed that the annual governance statement for the accounts to 31 March 2008 be approved by the Council. Cllr Todd passed on the PC's thanks to Cllr Wood for a fantastic job. Cllr Flux said he was delighted that Cllr Wood was prepared to do it again this forthcoming financial year.</p> <p>3. West Bromich – the PC tried to transfer money to a higher paying account but the building society later restricted access to this account to limited companies and partnerships and so blocked the transfer. Leeds BS accounts are now being investigated as they currently offer a one year account at 6.609%.</p> <p>4. Birmingham Midshires – money has been placed in to their CAF fixed rate selector account. One year paying 6.12%.</p> <p>5. Deddington Youth Club – an application has been made for £1,750 for each of two years for salaries for Youth Club leaders. Like most fund providing bodies the PC prefers to make grants for projects and equipment rather than running expenses, but F&GP recommended that a special case be made for the Youth Club. It was proposed by Cllr Wood that £1,750 for the first year be agreed to. This was unanimously agreed. Confirmation will be sought from the Youth Club as to when the grant needs to be paid. Funding for the second year will be sympathetically considered if necessary. In the meantime the PC and the Youth Club will seek funding from CDC and OCC. CCllr Jelf will help investigate possible OCC funding and Cllr Flux will contact CDC (Jon Wild) to seek support for the YC. The PC thanked Maureen Forsyth for her input into the DYC.</p> <p>6. OCC grass cutting grant - has been increased by 4.1% to £4,127 p.a.</p> <p>7. Deddington Coat of Arms – it was unanimously agreed that UK Sports Warehouse be given permission to use the Deddington Coat of Arms on shirts for Deddington Cricket Club. Although £100 pa is normally charged for business use it was felt that as this related to the Cricket Club a charge of £50 pa be in line as is the norm for clubs.</p> <p>8. Title documents – the copies requested have been received and examined. All title documents of properties owned by the PC will be retained in Bodicote House.</p>																								
095/08	<p>Report upon the Play Areas</p> <p>Four fence panels are missing in Clifton. Max has located these and will shortly repair it. The all weather court continues to have break ins with bolt cutter being used. This has been reported to the police and increased patrols are taking place. The court is hired to clubs/Individuals and the income goes towards the annual maintenance costs of £3-4000. The court is kept locked when not in use. In the past when left open to the public it was used inappropriately and within one year needed replacing at a cost in the region of £6,000 - £7,000. The possibility of more robust fencing is being investigated.</p>																								
096/08	<p>Invoices for Payment</p> <p>A schedule of invoices totalling £11,509.64 were tabled and approved for payment.</p>																								
097/08	<p>Investment of Council Funds</p> <p>At the close of business on 18 June 2008 the balances were as follows:</p> <table border="1" data-bbox="323 1581 1393 1771"> <thead> <tr> <th>ACCOUNT</th> <th>BALANCE</th> <th>INTEREST</th> <th>NOTICE</th> </tr> </thead> <tbody> <tr> <td>Barclays Current Acct</td> <td>1,145.20</td> <td>0.1%</td> <td>Instant</td> </tr> <tr> <td>Barclays Imprest Acct</td> <td>4,689.80</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>341,270.48</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>TOTAL</td> <td>547,105.48</td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Current Acct	1,145.20	0.1%	Instant	Barclays Imprest Acct	4,689.80	0.1%	Current	W. Bromwich Building Soc.	341,270.48	5.20%	Overnight	Birmingham Midshires	200,000.00	5.13%	Fixed Bond	TOTAL	547,105.48		
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098/08	<p>Correspondence</p> <p>Susan Napper from Oxfordshire Nature Conservation Forum has offered to discuss the NERC Act 2006 at the next PC meeting. Thames Valley Police has invited Cllrs to a "Have your Say" event on Monday 21 July 2008. Cllr Ince and Watts will attend.</p>																								
099/08	<p>AOB</p> <p>Letters of congratulations will be sent to Patricia (Pat) Brittain following her award of MBE and to Hugo Brunner on his appointment of KCVO. (Knight Commander of the Royal Victorian Order).</p>																								
100/08	<p>Next Meeting</p> <p>The next meeting of the Parish Council will take place on Wednesday 16 July 2008 at 7.30pm in Deddington Town Hall. (note no meeting in August).</p>																								