

DEDDINGTON PARISH COUNCIL

**Minutes of a Meeting held at the Holly Tree Clun, Deddington on
Wednesday 15 June 2011 at 7.30pm**

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

95/11	Apologies: Cllrs Day and Finnigan.
96/11	Working Groups Structure and Membership for 2011/12 The structure and membership of the council working groups will generally remain the same but Cllr McDowell will move from the E&Rec WG and join the F&GP. Discussion followed. The Clerk confirmed that if a Cllr misses six consecutive meetings they are automatically disqualified from serving on the Council. The Chairman said he would confirm the rules on leave of absence with Cherwell District Council. This matter will be further discussed and a decision made at the July Parish Council meeting. The Chairman queried whether the prolonged absence of any Cllr would be in the best interest of residents and reminded the meeting that if someone resigns from the Council they can always apply to be co-opted back onto it at a later date.
97/11	Minutes of the last meeting: 87/11 Highways 3. Real Time Bus Display. Should be read as No longer of PC concern being attached to the Town Hall. 93/11 AOB Clifton Meeting. The fourth sentence should read “ Cllr Oldfield will work with the Clerk and draft a letter to Eric Pickles MP.....” Cllr Flux signed the minutes as a true record.
98/11	Declaration of Interests: None
99/11	Matters Arising not referred to later on the Agenda. Clifton PC Meeting Venue. Cllr Oldfield has drafted a letter to Eric Pickles enquiring whether the public house in Clifton might be used as a PC meeting venue as there are no other suitable venues in the village. She circulated a hard copy at the meeting and will finalise this document with the Clerk. Cllr Day PC report. Cllr Squires asked if Cllr Day had produced a report with his findings. Cllr Flux said that Cllr Day was away and it was not appropriate to discuss this without him being present. It was noted that he is currently collating this data. Felled Tree North/West of Traffic Lights. Cllr Rudge questioned what was happening regarding the felled Oak Tree. It was discussed as to whether it was in the Conservation zone and therefore covered by a TPO. The Clerk will check and if necessary District Cllr O'Sullivan will follow up. When Geoff Todd addressed the PC in the 10 minute open forum he said that it was his understanding that the tree was within the conservation zone and therefore would have required permission to fell it.
100/11	10 Minute Open Forum: Five residents were in attendance at the meeting. Geoff Todd addressed the PC regarding Betty Hill's bequest. Cllr Flux informed him that this specified the purchase of a bench with any remaining monies being put to maintaining or purchasing trees in the parish. Residents asked the PC to consider funding the installation of an electricity supply in the Market Place for use by the Farmers Market, for lighting the Christmas Tree, the Festival etc. Cllr Oldfield said that DCE had suggested installing an external electric box. Geoff Todd advised that as the building was to be leased there was concern about the longer-term use of the sockets and therefore favoured a more permanent solution. The residents queried whether the PC might contribute to a separate provision of electricity to the Market Place. Cllr Collins asked the Farmers Market to let the PC know their wattage requirements. Geoff Todd advised that an electrician had been contacted to calculate this. Cllr Flux assured that the group that their points had been taken on board and asked the Highways working group to investigate further.
101/11	County and District Councillors update: Cllr Flux welcomed back both Cllrs and commented on how well they both looked. County Cllr Jelf reported that libraries were currently the hot topic at OCC. Potholes. Cllr Watts stated that he thought that the OCC progress with potholes was very positive. Dial A Ride. District Cllr O'Sullivan will be attending a Dial a Ride (DAR) meeting on 16 th June 2011. He had concerns regarding the funding and said the future of DAR was in question. Iceland investments. District Cllr O'Sullivan mentioned that CDC are one step closer to recovering the £6.5 million lost. If successful he hoped that the interest on this money might become available for Dial A Ride and other such initiatives. He also pointed out that many clubs had lost funding. Of the 220 clubs he was aware of 80 had to be closed due to lack of funding.
102/11	Approval of Annual Accounts to March 2011 and confirmation of Standing Orders. The Council received and considered the annual return for the year ended 31 st March 2011 and the accompanying report from the internal auditor. The accounts were approved and confirmed as being a true record of the Council's financial position. The Council also considered the annual governance statement contained in the Annual Return and confirmed that the internal controls, risk assessment, standing orders and financial regulations had been reviewed by the Council and approved. Cllr Wood reported that the small surplus at year end showed that the efforts to cut down on expenditure had work effectively.
103/11	Finance & General Purposes: 1. Cash flow to end May. A revised version was circulated as the original had contained an error - the

	<p>difference was marginal. A new procedure is being developed to make the document easier to prepare in future. The main income was the OCC grass cutting grant, and interest from West Bromwich which actually relates to last year. There were no unusual expenses.</p> <ol style="list-style-type: none"> 2. Accounts to March 2011. These had been circulated prior to the meeting and no queries were received by the Clerk. The BDO return has been signed off by the internal auditor, and will be sent now that they have been formally approved by the PC. The PC thanked the internal auditor for his contribution. 3. West Bromwich Withdrawal. £10,000 has been withdrawn from the West Brom to meet the payments for the solar panels. Cllr Flux informed the PC that 2,200 KW had been recorded to date. Cllr Wood said that records of the electricity produced must be kept along with details of the income received. Cllr Wood will chase for details about how the payments will be calculated and received. 4. Town Hall. Negotiations have continued with DCE about the Town Hall. The working group have made a proposal (subject to eventual PC approval) and are currently awaiting a response from DCE. 5. PWLB. The outstanding principle is £2,058.02 payable in instalments until 2031 at 8.5% interest. There is now an opportunity to pay the loan off for £3,133.43. This amounts to repayment of the principle plus £1,075. This is approximately a little over half of what would have to be paid if the loan ran to term. The F&GP recommended that the loan is paid off. This was approved by the council. 6. Wesleyan Church. The final £100 repayment has been received by the PC. 7. Letter from the Internal Auditor. Has been received confirming that the accounts are in order.
104/11	<p>Environment & Recreation:</p> <ol style="list-style-type: none"> 1. Clifton Play Area: Cllr Ward has received 11 questionnaires and will chase up further completed ones and feed back the findings at the next meeting. 2. Goal Posts: Cllr Ward has spoken with the Cricket Club regarding the goal mouths. There was some difficulty in building up the goal mouths as the football season ended 2 days before the cricket season ended due, in part, to the weather. Approximately £800 has been spent cutting the grass and killing off of weeds and Dandelions. The field is looking great. It is understood that the costs will be split three ways between The Colts, Deddington Town and the Cricket Club. Cllr Bliss to liaise with Deddington Town. <p>Environment</p> <ol style="list-style-type: none"> 1. Swifts: Still waiting for Fire Service approval to put up boxes. Chris Mason says it should be OK to redirect funding from school to Windmill Centre. A senior Fire Officer has said it should also be possible to install boxes in the tower at the Fire Station. Chris will film the Hopcraft Lane colony when the conditions are better. The resulting DVD will be available for community screening. 2. Cemetery wildflower patch: Cllr Rudge is booked on to a propagation workshop on 19 July and as agreed will reclaim the £35 cost when the course has been completed. The wildflower patch will need to be mown by the Steward sometime during w/c 25 July and the 'hay' removed. The Clerk to inform Cllr Rudge prior to the cut so that seeds can be collected. Cllr Watts asked that the Clerk inform him after the cut as the hay could be used for small animal bedding. Cllr Rudge is in the process of making an inventory of the plants that have successfully survived the winter. 3. Pond Surveys: Cllr Rudge has attended two surveys organised by ONCF in partnership with Oxon Amphibian and Reptile Group and BBOWT, which were interesting and informative. The School is having second thoughts about restoring their pond, but it has been suggested that an expert takes a look at what is there. 4. Windmill Copse: Cllr Rudge has contacted the Forestry Commission but they cannot find the records about the copse (it was subsequently confirmed that it is owned by the PC). An officer, Mr. R. Payne, is coming to inspect at 10.30 on 22 June. The PC has already received a small grant, but he will advise on contents and management. It was noted that the log piles left for wildlife habitats have been 'dispersed' and used for other purposes. It was suggested that perhaps the wood could be made available to residents if further coppicing is undertaken. 5. Southern Planter: The School were thanked for adopting the planter near them on the main road and for planting it up. It may need to be watered by the village steward during the school holidays. 6. DOL: Cllr Rudge expressed her thanks to Cllr Ward who is helping to make sure an edited version of the ONCF bulletin is available to view at DOL. It contains a lot of info about local environmental events. 7. Community Orchards: Andy Howard is running a course for NT at Stowe about community orchards next month, which Cllr Rudge hopes to attend at her own expense.
105/11	<p>Highways</p> <ol style="list-style-type: none"> 1. Post Box Siting: There was a site meeting between Tim Wilde, OCC and Cllr Cox. OCC will resolve this issue. 2. Speeding: Volunteers required for next SID sessions to be held in Hempton and Deddington in July. The NAG are targeting this as their next speeding "hot spot". Cllr Flux advised that it had been reported to him that Deddington PC worked well with the NAG. Cllr Collins was congratulated. 3. Real Time Bus Display: To be replaced 2012. DCE have been advised. 4. Drain by Post box blocked: OCC to resolve following site meeting. 5. Market Place & Church Street verges. Posts for north side of the southerly green have now been purchased and installed. Concern was raised that vehicles parked on the southerly side of this green during the last Farmers Market. It was agreed that the Farmers Market be approached and asked to install temporary barriers to try and stop this from occurring.

	<ol style="list-style-type: none"> 6. Hudson Street Traffic: A resident has the speed gun and is currently collecting speeding data. 7. Traffic lights from Hempton Road. New crossing has still to be installed. OCC will resolve this issue. 8. Church Street Verge. Reminder sent to OCC for permission to install suitable paving to stop the verge getting churned up. 9. Garden sacrifice. Unfortunately OCC was unable to accept the offer on the basis of practicality. The resident will be informed and thanked. 10. New Street verge. Cllr Rudge to canvass opinion 11. Pot Holes: Many reported and more to be added to the list. 12. Hopcraft Lane: The brick paving to be replaced by the contractor as the end of the contract. To be monitored. 13. Fatal Accident on Clifton Deddington Road: On 15 April. The PC waits to hear the outcome. The NAG agreed that essential speed management measures would NOT be implemented in the short term in view of local sensibilities. 14. Tree branches are overhanging and blocking the traffic sensor. Cut back. 15. Bench Request New Street. Cllr Rudge to send Cllr Collins details of location and type. Permission to be sought from OCC Highways. 16. Memorial Benches in Castle Grounds. Cllr Collins to liaise with Clerk. A letter was sent to English Heritage requesting permission for memorial benches at Castle Grounds for Betty Hill and Eddie Lynch. No response has yet been received for the Betty Hill bench request. The Clerk to chase. The suggested location for the Eddie Lynch bench has been declined by EH. His friends and family have been asked to suggest an alternative. 17. Duns Tew/North Aston Cross Roads. Duns Tew Parish Meeting has requested DPC support for their application for traffic calming measures at the crossroads. It was not known what form of traffic calming would be suggested but it was agreed that a letter of outline support be sent but with a caveat that the PC wishes to see the detailed proposals when formulated. 18. Complaint regarding parking too close to junctions. A letter has been received regarding vehicles parking too close to junctions. Some Cllrs viewed it as not necessarily as a bad thing as it was a type of Traffic calming. This is a Police matter rather than anything enforceable by PC.
106/11	<p>Planning Working Group Applications</p> <p>11/00747/F Erection of 1 dwelling on land at r/o End Cottage, The Stile, Deddington. Erection of one traditional two storey stone cottage. This is a revised application which was refused planning permission in its initial guise and the appeal was dismissed by CDC, it also generated a number of objections from neighbouring properties to the proposed development. The PWG tried to contact Caroline Ford at CDC Planning to ascertain CDC's views on the revised application, which now shows a two storey development as opposed to the original single storey property which was refused. She is currently away so contact will be made with another member of the Planning Department at CDC. The PWG maintain their objections to the development as do the neighbouring properties, see notes below:</p> <p>The erection of 1 single storey dwelling. A similar application (10/00401/F) was made in April this year and later withdrawn. The PC objected to this application on the grounds that the development is on one of the green open spaces which form an important part at the centre of the Deddington Conservation Area and such spaces have always been considered to be important. The PC objected on the grounds that it is back land development in a Conservation Area and that it could over-burden the difficult access road. A number of neighbours objected. Application refused by Cherwell DC on grounds PC suggested but also because the building did not preserve or enhance the character or appearance of the Conservation Area</p> <p>11/00754/F Conservatory to rear of Wynford House, New Street, Deddington. Construction of one garden room/conservatory to the rear courtyard. The proposals are contained within what is currently an enclosed yard area and will not be seen from the public domain. Wynford House is not listed but lies within the Conservation area, proposed building to be single storey and constructed in traditional materials in keeping with the conservation area. No objection but Clerk will inform CDC that it is assumed that any necessary consents have been obtained.</p> <p>11/00713/F Replacement conservatory at 24 Gaveston Gardens, Deddington. Proposed replacement of existing conservatory to North East elevation of 24 Gaveston Gardens, brick to match and UPVC in glass frame, polycarbonate roof to be replaced with glass in UPVC frame. No objection.</p> <p>11/00771/TPO Pruning of 2 Yew tree's and removal of Holly tree at Peppers Hotel, Deddington. Proposed judicious pruning of T1 and T2 (Yew) and the removal of T3 (Holly) to favour the long term appearance, welfare and amenity value of T2 which is the more valuable tree in the context of its visual contribution to the conservation area. Recommendations made by the <i>arboriculturist</i> that the Holly tree (T3) be dismantled to ground level and its stump treated chemically to discourage growth. No objection.</p> <p>11/00077/TCA Ithaca Hopcraft Lane, Deddington. Notice of Intent to undertake works to trees in a conservation area T1 reduce crown of a silver birch by 30% T2 Fell a Bird Cherry PWG Recommend no objection to the reduction of the silver birch T1 but are concerned at the felling of the Bird Cherry without any explanation in the application as to the reasons for felling we would therefore recommend we object to the felling of T2. Approval to reduce T1 by 30% and fell T2 Bird Cherry tree given</p> <p>Appeals None</p>

	<p>Approvals 11/00593/F Woolgrove House, Duns Tew Road, Hempton. 11/00071/TCA Deddington Manor, New Street, Deddington. 11/00315/F Castle Farm Cottages Earls Lane Deddington.</p> <p>Correspondence 25 May 2011. Thames Valley Primary Care Agency. 1) Reserved Location Status and Prejudice. 2) Application for preliminary consent for provision of NHS Pharmaceutical services from premises in the village of Deddington. Various correspondence received. 4 June 2011 Northampton County Council. Northamptonshire Minerals and Waste Development Framework (MWDF): Draft Revised Development and Implementation Principles Supplementary Planning Document. 9 June 2011 Deddington Housing Needs Survey. Anna Kennedy of the ORCC (Oxfordshire Rural Community Council) circulated a questionnaire via the Parish Clerk to all Cllrs for feedback/approval before distributing it to Deddington Parishioners. The Council decided that it would be wrong for the PC to be directly associated with this. The Clerk will advise ORCC that they can go ahead with the survey but should remove all references to the PC. ORCC to arrange distribution and collection of their questionnaire.</p> <p>Other Millennium Yew Tree. As it has died in the cemetery it was suggested that replacement tree be purchased and planted in the cemetery in memory of Walter Maegher who did so much for the community. The Clerk to return to PC with costings of a replacement tree of approximately 5ft.</p>
107/11	<p>Emergency Planning</p> <ol style="list-style-type: none"> 1. Questionnaire. The data collection questionnaire was delivered with the DN. Some replies have already been sent to the PC office and the three collection sites. Cllr Rudge has begun checking businesses. Cllr Bliss will liaise with Co-op and Unicorn. The form on the website is not interactive, as it should be, but Cllr McDowell will contact DOL to remedy this. DN will be asked to include a reminder in the July issue to return the forms before the end of July. 2. Grit Bins & Gritting. Severe weather arrangements were discussed and it was agreed that the ERP group will liaise with Cllr Finnigan from E&R to finalise position of proposed new grit bins (now marked on parish maps). Cllr Cox agreed to contact OCC to check that they do indeed grit the road E/W through the village. Most businesses Cllr Rudge has spoken to expressed willingness to clear their own frontage. 3. Communications. Communications in the event of an emergency were discussed and it was agreed that information would be disseminated via the local radio news, DOL (Councillor Ward to be consulted) and the Good Neighbours list (up-dated list still expected). PC Richard Miller (recently awarded a commendation for his community work) has been asked to talk to our group about community messaging and data about vulnerable adults.
108/11	<p>Update on the Castle Grounds and benches Cllr Collins updated the PC on the progress of the FOCG.</p> <ul style="list-style-type: none"> • Notice board. FOCG requested permission to erect a notice board on the western boundary by the car park. This would be given as a donation and include regulation details and notices of events. This is not the replacement of the EH information board but an additional notice board. • Cheque encashment for brush cutter. The Clerk confirmed that the cheque had been paid in. • Dry Stone Wall. FOCG queried the ownership of the wall to the left hand side. Clarification is being sought from EH. It was suggested that OVC be asked to help with its repair as they include volunteers who have been trained in dry stone walling. • Weed Killer. FOCG originally asked that the PC ask EH if Round Up can be used on the Castle Ground banks. More recently they have suggested the use of Grazon. EH have confirmed that the use of weed killer is not permitted on the Castle Mound. A response is awaited from Dan Bashford. He had previously indicated that it would be preferable if weed killer was not be used but the Clerk will contact to confirm either way. • Bench installation. FOCG suggested that as the surface of the Castle Grounds could not be broken to fix the benches down to avoid theft they could be installed into a bed of concrete on top of the grass. It was questioned whether this would look unattractive and suggested that the legs only might be fixed. • Mowing. FOCG asked why one third of the playing field area was only mown three times a year whilst the other was done approximately eight times. It was thought that this arrangement had been in part to serve as a wildflower meadow and cut costs. The Clerk to liaise with Dan Bashford and report back. Cllr Collins also asked for the associated costs of including this area in the regular cut schedule to report back to FOCG who had requested this information. • Constitution. The quorum is to be added to the constitution and an independent review of the finances. • Teddy Bears Picnic Insurance. FOCG are planning a family day to encourage usage of the Castle Grounds on Sunday 21 August (1:00-3:30). The Clerk reported that the PC insurance company had confirmed that the event would not be covered by the PC's public liability insurance. It will be the responsibility of the Friends to ensure that appropriate insurance is in place.
109/11	<p>Library update Cllr Collins updated the PC on the most recent meeting of the Book a Future Group. The group considers</p>

	<p>the best option to be to push for a community plus library for which 2/3rd rather and the currently proposed 1/3rd funding would be given. It was suggested that as the library serves a large population, rural isolation is an important factor. Deddington is a hub when considering the needs of the residents and the surrounding villagers that use its services. The next best option would be for a 50% share of a Librarian with Adderbury. It was suggested that the group might have more power if it were seen as a working group of the PC. It was agreed that another Parish Meeting be held on 19 July at the Windmill Centre to agree a policy and lobby local opinion (*subsequently moved to 12th July due to hall availability). There was talk of the FODL group funding the meeting out of their own funds but it was decided that as a community issue the PC should meet the costs. Cllr Wood said that the PC held approximately £500 of FODL monies. He was also informed that OCC held an £9k legacy for the library.</p>																												
110/11	<p>Report upon the Play Areas: The Clerk informed the PC that the inspection had taken place and the initial verbal report had suggested that the following areas required attention:</p> <ul style="list-style-type: none"> • Small play area behind WMC. More bark is required so the Clerk requested that 4 cubic metres be purchased to patch up the areas of constant use such as the bottom of the slide. The cost of £580 +VAT inclusive of delivery and spreading was approved by the PC. The Clerk will investigate the cost of alternatives such as grass (seeded or turf) with matting laid on top in fall areas which the grass would grow through as these might be cost effective longer term than play bark. Cllr Cox questioned whether the matting had the same bouncing properties as the bark. Cllr Squires said that the matting was better than bark. There are a couple of bolts that will be actioned as a matter of urgency. The overhanging Cherry Trees will be cut back. • Clifton Play area. Tired but still safe. • Play Area behind Chinese at WMC. The bark needs to be re-distributed by the Steward. 																												
111/11	<p>Invoices for Payment: Schedules of invoices totalling £3,422.12 for June were approved for payment.</p>																												
112/11	<p>Investment of Council Funds At the close of business on 15 June 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>600.26</td> <td>0.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Current Acct</td> <td>19,153.16</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 & Leicester</td> <td>200,000.00</td> <td>2.5%</td> <td>1 year fixed (July 11)</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>TOTAL</td> <td>546,409.29</td> <td></td> <td></td> </tr> </tbody> </table> <p>Cllr Wood reminded the PC that it had been previously agreed that he and Cllr Flux had the authority to move money if thought appropriate and report back the movements to the PC.</p>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Imprest Acct	600.26	0.1%	Imprest	Barclays Current Acct	19,153.16	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 11)	Anglo Irish Bank	200,000.00	2.84%	1 year fixed (Jan 12)	TOTAL	546,409.29		
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113/11	<p>Correspondence.</p> <p>Steel mesh for AWC. Cllr Squires asked what this was for. Cllr Flux informed that it was an initial enquiry to see what is possible and what sort of costs would be involved. Cllr Squires said that when the working group looked into it approximately 3 years ago the costs were in the region of £8k.</p> <p>Thames Valley Police. PC Richard Miller has won Community Police Officer of the year 2011 and PC Rebecca McLeod as a runner up. A letters of congratulations is to be sent.</p>																												
114/11	<p>Any Other Business:</p> <p>Cllr Watts asked if any Cllrs would like to take on the School governors/PC role. Cllr Rudge agreed that she would with effect from September. Cllr Flux also asked for a replacement for him on OALC. Cllr Cox agreed that she would like to do this.</p>																												
115/11	<p>Next Meeting: The next meeting of the Parish Council will take place on Wednesday 20 July 2011 at 7.30pm in the Church Hall, Hempton.</p>																												