

# DEDDINGTON PARISH COUNCIL

Minutes of a Meeting held at the Holly Tree Club, Deddington on

Wednesday 20 June 2012 at 7.30pm

Present: Cllrs Collins (Chair), Bliss, Cox, Day, Flux, Oldfield, Squires, Watts, Ward, Williams and Wood.

95/12	<b>Apologies:</b> Apologies for absence were received from Cllrs Finnigan, McDowell and County Cllr Jelf.
96/12	<b>Minutes of the last meeting:</b> <b>73/12 School Governors:</b> The Chair to approach <b>Cllr Squires</b> . Cllr Collins then signed minutes of 16 May 2012 as a true record.
97/12	<b>Declaration of Interests:</b> <b>103/12 (9) Town Hall</b> Cllr Day declared a personal interest. <b>106/12 12/00663/F Rowan Cottage High Street Deddington</b> Cllr Squires declared a personal interest.
98/12	<b>Matters Arising not referred to later on the Agenda.</b> Cllr Collins stated that Cllr Squires should be formally offered the role of PC representative on the School Governors. Cllr Squires accepted and was thanked by members of the PC.
99/12	<b>10 Minute Open Forum:</b> Mr David Macey addressed the PC to outline his concerns about the planning application for Mallards, New Street, Deddington (further details can be found in the Planning section below). He offered apologies from Mr & Mrs Terry who were unable to attend but stated that they also had concerns regarding the proposed development, He had produced a report and taken some photographs to illustrate the possible effects on his property. The PC noted his concerns and advised him to send this information to CDC.
100/12	<b>County and District Councillors update:</b> None
101/12	<b>Approval of the Annual Accounts to 31<sup>st</sup> March 2012</b> The council received and considered the Annual Accounts for the year ended 31 <sup>st</sup> March 2012. The council noted a letter from the internal auditor that confirmed that it was his opinion that the accounts showed a true and fair view of the financial transactions of the Parish for the year to 31 March 2012. Cllr Wood expressed his thanks to the internal auditor for his help. 1. <b>Approval of the Annual Accounts and Accounting Statements.</b> The annual return and accounting statements for Deddington Parish Council for the year ended 31 <sup>st</sup> March 2012 were received and considered. Cllr Wood proposed that the annual statements in the annual return for the year ended 31 <sup>st</sup> March 2012 be approved as a true record of the financial position of the council and its income and expenditure. Cllr Day seconded this motion and this proposal was unanimously approved by the council. 2. <b>The Annual Governance Statement.</b> Cllr Wood proposed that the Annual Governance Statement for the year ended 31 <sup>st</sup> March 2012 be approved by the council. Cllr Flux seconded this motion and this proposal was unanimously approved by the council. The clerk/RFO, the Chairman and the internal auditor were thereby authorised to sign the accounts as a true record and the Clerk will then send them to the external auditor.
102/12	<b>Adoption of new Code of Conduct.</b> The Clerk confirmed that it was a requirement to adopt the new code of Conduct by 1 July 2012. Cllr Collins and Day said that there was little different from the previous code with the exception of more emphasis on respect and transparency. Cllr Collins proposed that the code be adopted, Cllr Day seconded this and it was unanimously agreed.
103/12	<b>Finance and General Purposes</b> 1. <b>Bank accounts.</b> The major items of expenditure were explained. The current council insurance will be reviewed early in 2013 to confirm that it still meets the councils requirements and remains competitively priced. 2. <b>Accounts for the year to 31 March 2012</b> have been distributed and approved under minute 101/12. 3. <b>Solar panels.</b> The latest reading is 12,225 Kwh. 4. <b>Investments.</b> The £200,000 investment with Santander Bank is due for renewal on 1 July 2012. The F&GP WG has reviewed the investment and confirmed that Santander UK is run separately, and is separately funded, from Santander Spain. It has also been confirmed that the Financial Services Compensation Scheme does not cover parish councils. It is not yet known what the future interest rate would be, but assumed to be in the region of 3%. Cllr Wood suggested that the amount invested with NatWest be increased from £75,000 to £200,000 and that £75,000 is left invested with Santander. This complies with the council policy of not having more than £200,000 in any one bank. Discussion followed. Cllr Flux proposed that the council adopt the suggestion of Cllr Wood that £125,000 is transferred to Nat West and that the remaining £75,000 is reinvested with Santander. Cllr Day seconded this motion. The proposal was approved by the council (9 votes for and 2 against). 5. <b>Danwood Copier.</b> The changeover to a newer model will be 21 June and the contractual position appears to have been resolved. 6. <b>Grass cutting.</b> The grant from OCC is to be £4,403 as last year. 7. <b>Repairs to the Gaveston Gardens/ Hempton Road wall.</b> The state of the wall had been reported to the clerk by residents. It was deemed to be a health and safety hazard and was therefore repaired. Cllr Wood proposed that the council approved the expenditure of £485.00 on this work. Cllr Day seconded this motion and it was approved by the council. The Chair noted that because this was a maintenance matter which had H&S concerns and was for less than £1,000 it could be actioned without the need for three quotes. Local residents will be asked that their children do not climb the wall in the future.

	<p><b>8. AWC.</b> A quotation from TechSurfaces for future maintenance of the AWC has been received.</p> <p><b>9. Town Hall.</b> A letter has been received from Deddington Charity Estates asking the PC to contribute £1,342 to cover the cost of replacing one of the windows. This would be consistent with the offer of help made at the end of the lease. It would be part of major expenditure, which includes the other five windows, re-rendering, and painting the outside. F&amp;GP will liaise closely with DCE in order to better understand the work required and the total. It was agreed that discussions will continue. As with any village organisation which asks for financial help the PC should be supplied with copies of recent accounts. The Clerk will respond in the first instance and try and set up a meeting.</p> <p><b>10. Friends of the Castle Grounds.</b> The Friends of Castle Grounds have asked the PC to contribute £100 towards the control of saplings. This request was approved for payment on 1 July this year with a further contribution of £100 paid on 1<sup>st</sup> July 2013. The Friends have also suggested that another seat is sited at the Castle Grounds, in recognition of their work. As there are many benches already on the site the council would prefer that one of the older benches be replaced rather than an additional bench installed. There may also be other ways of recognising the work that has been done. The FoCG is investigating the creation of 'critter stations' at the site.</p> <p><b>11. Royal Jubilee.</b> A resident has written to the PC suggesting that an inscribed seat be installed on the larger village green to commemorate the Royal Jubilee, possibly one that would surround a tree. The council was concerned that it might become a meeting place for groups etc within the village. The resident will therefore be asked to consult with other local residents to confirm their agreement and then report back to the PC. It was noted that not all Cllrs supported the proposal for a Jubilee bench and that other ways of marking the event could be considered.</p> <p><b>12. Two procedural matters for clarification.</b></p> <p>a) To ensure that proposals have been fully considered in financial terms, and are consistent with the agreed budget, or any agreed variation of it, to ensure that that the PC has free funds to meet expenditure and any legal considerations are taken into account, it is usual that proposals for unusual expenditure should come to F&amp;GP for consideration. The F&amp;GP has no delegated powers but will make recommendations to the PC.</p> <p>b) It was noted that the Clerk as the proper officer of the council has delegated authority to spend up to £100 with the approval of the chairman.</p> <p><b>13. Other Matters.</b> Discussion arose about the procedure for dealing with emergencies such as in the case of the Gaveston Gardens wall repairs. Cllr Wood stated that the budget included a provision to pay for these type of items. Cllr Collins stated that some matters such as those relating to H&amp;S required an urgent response between council meetings. Cllr Wood explained to Cllr Squires the accounting procedures relating to the Solar Panel investment and the revenue arising from it.</p>
104/12	<p><b>Environment &amp; Recreation:</b></p> <p><b>1. Cemetery Markers.</b> The Clerk confirmed that the new "reserved" markers had been received.</p> <p><b>2. Hanging Baskets.</b> The hanging baskets have been installed and are attracting positive feedback from Cllrs. Cllr Cox asked that cheaper ones are sought next year. The Chair asked if the PC had a perpetual diary. He proposed that it be an item for discussion in the March meeting. Cllr Day seconded this motion and it was approved.</p> <p><b>3. Hosepipe ban.</b> Thames Water has confirmed that the hosepipe ban is ended. It was noted that watering systems such as the ones on the Town Hall and Library would not have been included in the ban anyway.</p>
105/12	<p><b>Highways and Transport</b></p> <p><b>1. Collection of speeding data.</b> Further dates have been made to collect data. The areas monitored so far are: Hempton, Hempton Rd, Earls lane, Fire Station, Clifton Rd, Clifton, St Thomas St. and New St. Data will be collected twice from these areas during school term time. The intention is to meet with speed management officers to the results in consideration of altering the existing speeding enforcement zones; flashing lights and signs for the school and all other speeding issues. It is hoped the WG will meet with the officers in August/September and will request a meeting when all the data is in and analysed. Cllr Collins confirmed the NAG does not now have speeding as a high priority.</p> <p><b>2. Church Street – Grass Verge Damage.</b> The WG has looked at the netting laid on a grass verge in Hempton Rd. It appears to be doing its job but maybe not as robust for the site under consideration. The group will seek information about the possibility of considering a more robust netting to accommodate the heavier vehicles that are causing the damage. The clerk will ask Highways OCC for advice.</p> <p><b>3. Clifton Foot Path.</b> No response received to date although Ray Jelf was asked to chase OCC re the data they used to spend money on the Adderbury footpath. The clerk will continue to pursue this matter with OCC and County Cllr Jelf.</p> <p><b>4. Request for Bench Leadenporch Bus Stop.</b> A resident is funding a bench by the bus stop. The maintenance of existing benches was considered to be the PC's responsibility. The Clerk will estimate the annual maintenance cost per bench and report back to the council. It was agreed that at the next meeting the PC should agree a maintenance procedure for future benches. It was suggested that approval for future benches might require that the long term maintenance for the bench is undertaken by the purchaser. Cllr Flux said that he had been contacted about renovating the benches under the Town Hall.</p> <p><b>5. Crossing from Hudson St to the Grove.</b> Speeding data will be collected at this site to support the need of a pedestrian crossing near this site.</p>

	<p><b>6. Post at the North Apex of South green in market square.</b> £50 each. Yet to be installed by OCC. Clerk to chase.</p> <p><b>7. New Street Bus Stop.</b> No news of the proposed date to re-sight this bus stop the proposed move is to the north of the Deddington Manor House. The PC to hear from the Bus Company in due course as it is on their 2012 refurbishment list.</p> <p><b>8. Gatso speeding cameras.</b> The group have received information stating that the existing stationary speeding cameras are coming to the end of their life. A newer slim line improved version the 'Sicore' is available for the price of £25 000. To discuss with OCC at the August/September meeting.</p> <p><b>9. RTC. Deddington Arms 26 May 2012.</b> The H&amp;TWG are looking at the implications of the recent RTC on the 26 May which involved the benches and tables sited on the highway outside the Deddington Arms. The group are considering the legal and liability implications of this incident. The NAG, OCC and CDC had been informed and will decide the ramifications of this accident. Cllr Watts queried whether other recent accidents had been recorded (such as two at the traffic lights). This was unknown and dependent upon the police presence and if any injuries had been sustained. Cllr Day asked if the working group should be notified. Cllr Collins suggested that they be kept informed as appropriate.</p> <p><b>Transport</b></p> <p><b>10. Review of the Chipping Norton Subsidised Bus services.</b> Available but appears not to be of significance for Parishioners</p> <p><b>11. Kennington &amp; Hinksey Hill Roundabout.</b> On line views are being sought about its proposed changes.</p> <p><b>12. Travel Services.</b> Various parties including CAB are in discussion as to the future of services. OCC will advise when complete and H&amp;TWG will publish a compendium – no news yet.</p> <p><b>13. Cllr. Collins.</b> Cllr Collins informed the group that this was his last meeting as a member of this group. He was thanked for all his hard work and contribution. He intends to sit in from time to time as Chair of the PC, and will be very welcome. The group is now a member short.</p>
106/12	<p><b>Planning</b></p> <p><b>Applications</b></p> <p><b>12/00615/F and 12/00616/LB Crown and Tuns Deddington.</b> Overlay existing rear ground with terraced timber decking including steps to balustrade and provide covered area and new storage shed. <b>No objection</b> but would like CDC to ensure the levels of the decking do not create increased overlooking of the neighbouring properties and that every effort is made to protect the existing stone sets as described in the design statement.</p> <p><b>12/00668/F 57 St Johns Way Hempton.</b> Construction of Glazed conservatory to the rear. <b>No objection</b></p> <p><b>12/00663/F Rowan Cottage High Street Deddington.</b> Part single storey and first floor rear extensions with associated internal and external works. <b>No objection.</b></p> <p><b>12/00711/LB and 12/00732/F, Mallards, New Street Deddington.</b> Demolition of rear porch and garden outbuildings and construction of 2 storey rear extension, improved access to existing parking area: <b>Objection to this application on the following grounds:</b> Affric the neighbouring property directly faces the side and rear of Mallards with all windows facing the proposed extension the PC considered that the proposed new 2 storey extension with its high roof line would cause an overbearing impact on Affric restricting light to a large proportion of the property. Part of the application is to create better access to a parking area. The PC considered that the demolition of parts of the existing walls and the proposal to put a timber structure on this area would not be in keeping with the properties Grade 2 listed status and would be to the detriment to the look of the conservation area.</p> <p><b>12/00694/LB and 12/00693/F Manor Farm House Main Street Clifton.</b> Demolition of existing conservatory and clock room and construction of a new single storey family room and cloakroom to the rear. <b>No objection</b> but will ask that conditions are included relating to the use of appropriate materials recommended by the district conservation officer</p> <p><b>Approvals</b></p> <p><b>12/00475/F</b> Rushall house Earls Lane Deddington</p> <p><b>12/00112/TCA</b> 9 Hopcroft Lane Deddington</p> <p><b>Correspondence</b></p> <p><b>The planned Pegasus Public Meeting on the 18<sup>th</sup> of June</b> was cancelled, Cllr Flux believes the rescheduled event will take place on or around 16 July. Cllr Collins questioned why there had been no parishioner publicity for such an important parish matter. Cllr Flux thought that this might have been because someone had been on holiday and had therefore had little time to get things organised.</p> <p><b>Cherwell Housing Strategy 2012-17. Hayley Adkins, Administrative Officer.</b> Regeneration &amp; Housing, Direct Dial 01295 221753, Ext 1753, Email: <a href="mailto:hayley.adkins@cherwell-dc.gov.uk">hayley.adkins@cherwell-dc.gov.uk</a> Link to Document <a href="http://www.cherwell.gov.uk/index.cfm?articleid=1834">http://www.cherwell.gov.uk/index.cfm?articleid=1834</a> The clerk will request a hard copy to review at the next WG meeting</p> <p><b>Julie Shea, Senior Administrative Officer CDC</b> Royal Mail has confirmed that they have approved "HOLCOMBE GARDENS" for this site. A street nameplate will be ordered and residents notified.</p> <p><b>Cherwell Local plan</b> Cllr Williams attended a meeting with CDC Cllr Michael Gibbard (lead member for CDC planning) to discuss the notes agreed at last month's PC meeting in regard to the Cherwell local plan. A detailed report is available in the office. The Clerk to follow this meeting by putting this in writing to CDC.</p>
107/12	<p><b>Emergency Planning – review of outstanding actions.</b></p> <p>Two plans have been completed and submitted - The Snow plan and The Emergency Plan. There was discussion during the formulation of these plans and how utilising existing voluntary groups could enhance</p>

	<p>communication to protect the vulnerable and sick more widely. It was felt that it might be useful to contact some of the voluntary groups within the village and assess how well they are working and if they might require some help with publicity for their groups and maybe help with recruitment.</p> <ol style="list-style-type: none"> <li><b>Community First Responders. (CFR)</b> A meeting was held with Dave England of South Central Ambulance Service on 18 June. The parish has 3 active first responders and the service is working well. All 3 are individually equipped with an AED and First Aid kit. Access is via the 999 services. Their names and addresses are data protected. He is keen and willing to talk to any group in the parish re First Responding. He has also offered to talk to the PC about this Service. There appears to be a need to recruit more volunteers and so he has prepared some material for the parish media outlets. He is also willing to be involved with Deddington on Air. He has sent attachments to the Clerk.</li> <li><b>Neighbour Watch.</b> The Chair will gather more information at the next NAG meeting to feedback to PC.</li> <li><b>Police Community Information Service.</b> This is changing. The Chair will obtain more information at the next NAG meeting and feedback to PC.</li> <li><b>Neighbourhood Return.</b> A new group. Cllr Flux attended the exercise on 8 June. He said that there had been a few glitches to sort out.</li> <li><b>Good Neighbour Scheme.</b> The group was contacted by the Emergency planning team.</li> </ol>																																
108/12	<p><b>Working Groups Structure and Membership or 2012/13</b> Cllr Bliss has joined the Environment and Recreation WG to deal with parish conservation issues. It was noted that the PC can now co-opt a new Cllr. Residents interested in joining the council will be invited to apply before the deadline of midnight on 13 July 2012. The Chair hoped that the newly co-opted member will join the HWG.</p>																																
109/12	<p><b>Castle Grounds</b> The contribution for sapling control and a possible new bench was discussed at 103/12 (10). Cllr Oldfield updated the council about the work of the Castle Grounds WG. They have collected some information about fitness trails. They are questioning the ownership of the access and also in discussion with local landowners. Cllr Ward said that the Colts requirements would need to be assessed but there were some forthcoming changes to pitch sizes, which would need to be confirmed first before any reliable information could be given.</p>																																
110/12	<p><b>Notice Board – renovations</b> The PC is seeking volunteers to help restore the notice boards. The Chair and Cllr Finnigan to liaise.</p>																																
111/12	<p><b>BT Fibre Optics Project – update from Cllr Flux</b> Cllr Flux confirmed that the survey was almost complete. The survey dealt with how the lines would actually get into the properties requiring owner's consent. The laying of the line will be done in September/October with a scheduled middle of January 2013 switch on. All villages in the parish are included with Barford St. Michael (but not Barford St. John). A copy is in the Parish Office.</p>																																
112/12	<p><b>Report upon the Play Areas:</b> The Cheese Slide has been delivered and installed at Clifton. The Clerk will contact Wickstead about the damaged wet pour at Wimborn Close Play Area. The Clerk noted that more bark is required for the play area behind the Chinese restaurant at the Windmill Centre and will order two cubes of bark. She may have found a cheaper supplier for future deliveries but needs to check the quality.</p>																																
113/12	<p><b>Invoices for Payment:</b> Schedules of invoices totalling £5,586.00 for June were approved for payment.</p>																																
114/12	<p><b>Investment of Council Funds</b> At the close of business on 20 June 2012 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>1,368.84</td> <td>0.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Current Acct</td> <td>11,733.73</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>41,655.87</td> <td>1.0%</td> <td>Overnight (inc interest)</td> </tr> <tr> <td>Alliance &amp; Leicester</td> <td>205,447.74</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>3.19%</td> <td>1 year fixed (Jan 13)</td> </tr> <tr> <td>Nat West</td> <td>75,000.00</td> <td>3.0%</td> <td>1 year fixed (Nov 12)</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>535,206.18</b></td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Imprest Acct	1,368.84	0.1%	Imprest	Barclays Current Acct	11,733.73	0.1%	Current	W. Bromwich Building Soc.	41,655.87	1.0%	Overnight (inc interest)	Alliance & Leicester	205,447.74	2.5%	1 year fixed (July 12)	Anglo Irish Bank	200,000.00	3.19%	1 year fixed (Jan 13)	Nat West	75,000.00	3.0%	1 year fixed (Nov 12)	<b>TOTAL</b>	<b>535,206.18</b>		
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115/12	<p><b>Correspondence:</b> <b>Roles and Responsibilities training.</b> The Clerk asked that any Cllr interested in attending the OALC training session on 5 September let her know.</p>																																
116/12	<p><b>Any Other Business:</b> <b>Christmas Tree.</b> Cllr Watts sent through details of a tree that might be used by the Parish for Christmas 2012.</p>																																
117/12	<p><b>Next Meeting:</b> The next meeting of the Parish Council will take place on <b>Wednesday 18 July 2012 at 7.30pm</b> in the <b>Duke of Cumberland's Head, Clifton.</b></p>																																