

DEDDINGTON PARISH COUNCIL

**Minutes of the Meetings held at The Holly Tree Club, Deddington on
Wednesday 19 June 2013 at 7.30pm**

Present: Cllrs Collins (Chair), Cox, Day, Finnigan, Flux, Oldfield, O'Neill, Rogers, Squires, Watts, Wood, County Cllr Fatemian, District Cllr O'Sullivan and 3 members of the public.

93/13	Apologies: Cllrs Anderson & Williams
94/13	Co-option of a Parish Councillor A nomination had been received but due to procedural requirement this matter could not be considered that evening and so was deferred until the July meeting.
95/13	Minutes of the last meeting: RESOLVED The minutes of the meeting held on Wednesday 15 May were approved subject to the following amendment and duly signed by the Chairman: Present: to include Cllr Oldfield.
96/13	Declarations of Interest 103/13 Neighbourhood Planning. Cllr O'Neill expressed a general interest as a land owner and left the meeting whilst this item was discussed for the sake of transparency. 105/13 Library Update. Cllr O'Neill expressed a pecuniary interest and left the meeting whilst this item was discussed.
97/13	10-Minute Open Forum. None
98/13	County and District Councillor updates. Clothing Banks and other Recycling Containers, Council Depot. District Cllr O'Sullivan reported a parishioner complaint regarding the clothing banks at the Council Depot. These required emptying and the area tidying up. The Clerk had also spoken with the resident and contacted CDC. District Cllr O'Sullivan will follow this matter up and Cllrs will monitor the situation in the future. School Travel. County Cllr Fatemian said that the proposed model would mean that free travel would continue for pupils who attended the nearest school in a three mile catchment area. However, the change would mean that the parents of pupils not attending the nearest would have to pay travel costs of approximately £800. Cllr Fatemian currently had no views on the matter but would look into the Cllrs concerns regarding pupils in Clifton travelling to The Warriner School. Cllr Squires queried whether an impact assessment had been undertaken and whether the distance was as the crow flies or by road. County Cllr Fatemian said that he would send an email response to the Clerk. Potholes. County Cllr Fatemian had been contacted by a resident regarding the many potholes in the parish. Many of these had now been marked - those marked red would be the priority. Those marked green were considered non-dangerous. Clarification of Community Fund. County Cllr Fatemian reported that there was no set criteria about what the funds could be spent on. Cllr Rogers asked whether Matters Arising would no longer be an agenda item. The Clerk said that she would confirm protocol after attending a meeting on Meetings and Minute Taking with the Minutes Secretary but it was her understanding that such matters should be items for inclusion on the next agenda.
99/13	Finance & General Purposes 1. Cash flow to end of May 2013. The bank accounts had been reconciled to the end of April and no unexpected payments or receipts noted. The bank statements had been late arriving and therefore the Parish Council would investigate registering for on-line statements. 2. Annual Accounts to the end of March 2013. (i) Approval of the Annual Accounts and Accounting Statements. The annual return and accounting statements for Deddington Parish Council for the year ended 31 March 2013 were received and considered. Cllr Wood proposed that the annual accounts and the annual statements in the annual return for the year ended 31 March 2013 be approved as a true record of the financial position of the council and its income and expenditure. Cllr Watts seconded this motion. RESOLVED (unanimous) that the annual accounts and annual statements in the annual return for the year ended 31 March 2013 were approved. (ii) The Annual Governance Statement. Cllr Wood proposed that the Annual Governance Statement for the year ended 31 March 2013 be approved by the council. Cllr Watts seconded this. RESOLVED (unanimous) that the Annual Governance Statement for the year ended 31 March 2013 was approved. John Suckling had been formally re-appointed auditor - a copy of his report had been copied to all Cllrs. 3. Investments. Santander the £75,000 investment @ 3% will mature on 2 July 2013 and it was noted that the present rate on offer was 1.4%. The NatWest investment of £125,000 @ 3% will mature on 6 July 2013 and the present NatWest rate on offer was 1.25%. The rates will be confirmed nearer the date and if better rates could not be found the funds would be rolled over. Cllr Finnigan asked if the PC might invest in Government Bonds so the Clerk will ask OALC to confirm. 4. New Homes Bonus. Three suggestions had been received for items that might be funded from the £2,510 New Homes Bonus grant i) an electric socket in the Market Place, ii) taps for the water butts at the allotments and iii) goal mouths for the WMC. The proposers were asked to seek full specifications and estimates of costs and to send these to the F&GP prior to next meeting. 5. Satin Lane Allotments It was noted that the site had been transferred from Prudential Pensions to

	<p>M&G Property Ltd.</p> <ol style="list-style-type: none"> 6. Playground Survey. John Hicks was re-appointed to undertake the Annual RoSPA report of the Deddington Parish Council play areas this year. 7. Weed Control. A quote from Complete Weed Control of £410 to undertake the routine weed spraying (and also the path in the Hempton Road cemetery) was approved. Care will be taken so that the weed spray would not affect the wildflower meadow. 8. Cemetery Clearance. A quote from Thomas Fox of £346 to clear away the rubbish and cuttings in the cemetery was accepted. 9. Fair. The fun fair will be held in Deddington on 14th, 15th and 16th November 2013. The fee will be the same as last year. 10. Debit Card. Cllr Wood and the Parish Clerk will investigate the possibility of a debit card for the Parish Clerk with a limit of £200 so that payments can be made over the phone for items such as internet security for the PC's computer and Christmas Lights.
100/13	<p>Environment & Recreation</p> <p>Survey of Trees. Quotes for a survey of the trees in Castle Grounds were received and considered. Discussion followed. It was agreed that this item be deferred until Cllr Anderson was present and could explain the background and requirements associated with this item.</p> <p>Critter Stations. Residents were asked not to remove logs from Parish Council land as these had been deliberately left to become critter stations for wildlife.</p>
101/13	<p>Highways & Transport</p> <ol style="list-style-type: none"> 1. Speed Enforcement. Thames Valley Police will focus speed enforcement in Hempton Road over the next month. 2. Hempton Traffic Calming Gates. The payment for the gates had been sent to OCC but the date for installation had yet to be confirmed. 3. Hempton Additional Salt Bin. The location of the new bin had yet to be confirmed. 4. Horsefair Pavement. The owner of the Deddington Arms had previously offered to fund, reinstate and widen the pavement outside the pub. The working group met with OCC who raised issues of access, safety, maintenance and ownership. A further meeting with OCC and architects will be arranged. 5. Foliage at Traffic Lights. The Chair will ask the owner of the tree to cut back the overhanging foliage that currently obscures the traffic lights (from the Hempton Road). 6. Community Transport Meeting. Either Cllr Cox or Cllr Rogers would attend this meeting if available. Cllr Flux said that OCC could provide a vehicle for the Windmill Thursday Club but that a driver would be required. OCC would meet all insurance and running costs. 7. School Transport. (Please see County Cllr update) The consultation deadline was noted as being 3rd July 2013. County Cllr Fatemian said that he would liaise with the Clerk and Chairman. <p>It was noted that the road between Deddington and Clifton would be closed on the Monday 24th June and that the PC had posted information on DoL in order to help notify residents.</p>
102/13	<p>Planning</p> <p>Applications</p> <p>13/00061/LB Dolphin House Market Place Deddington. Replace 2 windows. No objection.</p> <p>13/00607/LB Greggs Nook Hempton Road Deddington. Amendment to previously approved application 12/01342/LB to increase in number of glass panels in conservatory from 3 to 4. No objection.</p> <p>Approvals</p> <p>13/00393/F 2 Windmill Street, Deddington</p> <p>Refusals</p> <p>13/00301/out Land north of Gaveston Gardens and rear of Manor Farm, Banbury, Deddington</p> <p>Correspondence</p> <p>Cherwell District Council Summary of CDC procedures for determining submitted works to protected trees - copy available to view in the PC office</p> <p>Deddington Development Watch Letter to PC Chair from Sir Frank Davies the group's Chairman regarding the group's aims - copy available in PC office. Key statement; "The group was formed in January 2013 to encourage growth and sustainable development consistent with the emerging Cherwell local plan and to discourage inappropriate unsustainable development."</p> <p>Thames Valley Primary Care Trust Notice had been received that the application from Ms R Prerveen to operate a Pharmacy from the ground floor, Market House, Deddington had now lapsed.</p> <p>Graham White Principle Planning Officer re application ref: 13/00058/F. The Clerk had asked CDC why the PC had not seen a copy of this application. The CDC response had confirmed that their records had shown that the documentation had been sent on 11 February 2013 and approval granted on 28 March 2013.</p> <p>Navigus Planning An email had been received from this professional planning company offering its services. The PWG will pass this to the Neighbourhood Plan Working Group for consideration.</p> <p>Church Street Deddington An email had been received from a concerned local resident regarding a new covering on the garage belonging to the co-op. The Clerk will contact CDC and ask that a conservation officer look into this matter and report back.</p> <p>Window at Deddington Arms. Cllr Watts noted that the replaced window had been left in stone with the older window frames painted black. Cllr Day said that he would check the record of what had been agreed.</p>

103/13	<p>Neighbourhood Planning Cllr O'Neill left the meeting whilst this matter was discussed. Cllrs received the minutes of the initial meeting of the Neighbourhood Planning Working Group (NPWG). One of the first requirements was to set up a budget to help with printing and other small incidental costs. Cllr Collins proposed that the working group be allocated a budget on the basis of the 1994 and 2006 model of £1/ resident on the electoral roll. Cllr Wood asked that an amendment be made to say that the budget would be for one year. Cllr Collins accepted this amendment and Deddington Parish Council RESOLVED (unanimously) that a budget would be available for the Neighbourhood Planning Working Group of £1 per resident on the electoral roll for one year.</p>																																				
104/13	<p>Emergency Planning Snow Wardens Cllr Mallon of CDC had started a Snow Wardens Scheme for Banbury but as Deddington is not part of Banbury it could not benefit from the free hardware on offer. However Paul Wilson of OCC had provided a number of Hi-Viz jackets for the snow clearing volunteers. Mr Wilson had also talked to the Area Steward – Maurice Sheehan - who confirmed that Cllr Fatemian's discretionary budget could be used to fund Winter equipment. Cllr Fatemian confirmed this and agreed to make £500 available to the PC for snow clearance equipment. Cllr Cox suggested that as shovels and other equipment had already been purchased that perhaps special wheelie bins could be considered for moving the salt around safely. A Neighbourhood Snow Warden scheme, is to be introduced in Banbury, Cllr Kieron Mallon, leader of Banbury Town Council, said: "This is not instead of our current winter service but in addition to, and it will make a massive difference to local roads and footpaths that are not on the normal gritting routes". Cllr Rogers had checked and confirmed that volunteers acting on behalf of the PC would be covered by the PC's. Basic Life Support Cllr Cox offered Cllrs a free of charge basic life support training course.</p>																																				
105/13	<p>Library Update Cllr O'Neill left the meeting whilst this matter was discussed. Cllrs Collins and Flux had met with Anne Manwaring, James Hazlewood and Gillian Southwell from OCC. From 1 April 2015 all community libraries (Deddington is in this category of library) will have to be operational and any funding over and above the agreed 12 hours will be removed. [OCC currently fund 25.5 hours per week (20.5 library manager hours and 5 library assistant hours)]. OCC indicated that they wanted Deddington to be operational by October 2014. OCC will meet all of the costs for volunteer training. An additional Library manager hour could be purchased for £1,000 per year. It was thought that the community could maintain the same level of Library Manager service if £8,500 pounds could be found (less than 50p per month on the precept) but would still require some volunteer support. It was recognised that not all residents might support this expenditure and so other options could also be considered such as whether fewer hours might be considered adequate, and a mixed funding stream of fund raising, subscription, sponsorship and a degree of PC support. DPC has a known list of supporters and volunteers who will be contacted to establish their continued support and interest. Efforts would be made to reach out to others via Deddington News, the Library and at the School Fete. Cllr Wood reminded the PC that the PC still held £500 of the Friends of Deddington Library funds.</p>																																				
106/13	<p>Invoices for Payment: The schedule of invoices totalling £9,507.48 or June was approved for payment.</p>																																				
107/13	<p>Investment of Council Funds On 19 June 2013 the balances were as follows:</p> <table border="1" data-bbox="212 1245 1500 1514"> <thead> <tr> <th>ACCOUNT</th> <th>BALANCE</th> <th>INTEREST</th> <th>NOTICE</th> </tr> </thead> <tbody> <tr> <td>Barclays Imprest Acct</td> <td>917.46</td> <td>0.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Current Acct</td> <td>54,796.58</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>Santander</td> <td>75,000.00</td> <td>3.0%</td> <td>1 year fixed (July 13)</td> </tr> <tr> <td>Santander</td> <td>140,000.00</td> <td>3.2%</td> <td>1 year fixed (Sept 13)</td> </tr> <tr> <td>Nat West</td> <td>75,000.00</td> <td>1.75%</td> <td>1 year fixed (Jan 14)</td> </tr> <tr> <td>Nat West</td> <td>125,000.00</td> <td>3.0%</td> <td>1 year fixed (July 13)</td> </tr> <tr> <td>Nat West</td> <td>80,000.00</td> <td>2.0%</td> <td>1 year fixed (Nov 13)</td> </tr> <tr> <td>TOTAL</td> <td>550,714.04</td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Imprest Acct	917.46	0.1%	Imprest	Barclays Current Acct	54,796.58	0.1%	Current	Santander	75,000.00	3.0%	1 year fixed (July 13)	Santander	140,000.00	3.2%	1 year fixed (Sept 13)	Nat West	75,000.00	1.75%	1 year fixed (Jan 14)	Nat West	125,000.00	3.0%	1 year fixed (July 13)	Nat West	80,000.00	2.0%	1 year fixed (Nov 13)	TOTAL	550,714.04		
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108/13	<p>Correspondence: Cllr Squires questioned whether party political emails should be forwarded to Cllrs. It was decided that such correspondence would continue to be forwarded and that Cllr's would choose whether or not to read it.</p>																																				
109/13	<p>AOB as allowed by Chairman Cllr Flux mentioned Cherwell Community Land Trust that helps people build own homes in villages and said that he would pass this information to the Neighbourhood Planning Working Group.</p>																																				
110/13	<p>Next Meeting: The next meeting of the Parish Council will take place on Wednesday 17 July 2013 at 7.30pm in Duke of Cumberland's Head, Clifton. Cllr Squires suggested that the Primary School Hall be considered for future meetings. The meeting closed at 9.05pm.</p>																																				