

DEDDINGTON PARISH COUNCIL
Minutes of the Meetings held in the Holly Tree Club, Deddington on
Wednesday 17 June 2015 at 7.30pm

Present: Cllrs D Anderson, A Collins (Chair), M Cox, J Flux, H Oldfield, S O'Neill, D Rogers, M Squires, J Watts, B Williams, B Wood, County Cllr A Fatemian 1 member of public and a representative of Deddington News.

112/15	Apologies: Cllrs S Boulter, F East and J Finnigan
113/15	Declarations of Interest: Cllr S O'Neill declared a pecuniary interest in Agenda Items 11&12 Neighbourhood Planning Working Group and Large Scale Development Working Group, as a landowner and left the meeting whilst these items were discussed. The following Cllrs declared general interests: Cllrs J Flux Agenda Item 8, Environment & Recreation (2) All Weather Court as he is a member of the Windmill Centre Committee and Agenda Item 10 Planning Report 15/007772/F: 23 The Daedings, Deddington as he lives in the vicinity. Cllr D Rogers: Agenda Item 9, Highway and Transport item 13 Transport Representative meeting relating to Home-school as he uses the service, and Agenda Item 10 Planning Report 15/00188/TCA Renwick Cottage Holcombe Gardens as he lives near by.. Cllr S O'Neill declared a general interest in Agenda Item 10 Planning Report 15/00886/F: land on North Side of the Tchure, Deddington as she knows the applicant. Cllr A Collins Agenda Item 8, Environment & Recreation as he plays cricket at the Windmill Centre and also plays football on the All Weather Court, and Agenda Item 10 Planning Report 15/00901/OUT: Caldicote House, Main Street, Clifton as he knows the applicants.
114/15	Minutes: The PC RESOLVED (unanimous) that the minutes of the meeting of 20 May 2015 are a true record subject to the spelling of 'pecuniary' being amended in the first sentence of 101/15. The Chair then signed the minutes.
115/15	Matters Arising from the Minutes: May 2015 Meeting. The Chair apologised for not being aware of a member of the public wishing to speak during the May 2015 10-minute open forum. Grass cut at Cemetery exit. The Steward was thanked for cutting the grass verge at the entrance to the cemetery. Duke of Cumberland's Head. It was confirmed that although no details are yet available discussions are underway to try and secure the future of the pub.
116/15	10 Minute Open Forum: John Wilson of St. Thomas Street addressed the meeting raising his on-concerns of traffic in St Thomas Street/Philcote Street, including speeding vehicles, damage to parked vehicles and the lack of pavement in places which is of concern as there is a walking bus to school. He asked that consideration be given to reducing the speed limit to 20mph a 'slow' sign. He noted that the planning application for seven houses would only add to the current issues. He was advised that OCC had made no objection on Highway grounds as they had no database of any issues. Discussion followed. It was noted that there was a high hedge of Philcote Street that was encroaching onto the pavement and forcing pedestrians onto the road. The Clerk will report to Highways. Cllr M Cox and County Cllr A Fatemian will liaise further with the resident.
117/15	County and District Councillor updates. Available on Deddington-On-Line. (i) Report from County Cllr A Fatemian: OCC has advised that the full costs of the works to reinstate the near the Town Hall are circa £2,500, not the £800 quoted to the parish. The county is not prepared to meet this bill and suggested that it could set a precedent. After discussion Cllr J Flux proposed, Cllr J Watts seconded the motion and the Council RESOLVED (unanimous) that the Clerk will write to Cllr Bev Hindle to explain that this is not a precedent as it replaces an existing light and also to query the increased costs. (ii) Report from District Cllr B Williams: received and considered. It was noted that: - Group TPO for Northern Boundary of Gaveston Gardens will require specific details of the species and numbers. Cllr B Williams proposed, Cllr J Watts seconded the motion and the Council RESOLVED (unanimous) that Cllr S Boulter be asked if he would list all the trees in the boundary. - Thames Water and reserved matters. District Cllr B Williams to investigate how the sewage issues have been resolved for School Ground.
118/15	Finance and General Purposes Report: 1. Bank accounts. These reconcile and the main items of expenditure and income were noted. 2. Financial Regulations. Cllrs received and considered an update to the Financial Regulations. Cllr Wood proposed, Cllr J Flux seconded the motion and the Council RESOLVED (unanimous) that the Financial Regulations be updated to include an updated section with regard to contracts and quotations. 3. Routine Review of Procedures. Cllr D Anderson will draft a timetable for the routine review of Council procedures in future years which will be brought to the PC for approval. 4. External Auditors. BDO had one small query regarding creditors on year-end accounts which has been answered. 5. Debit card expenditure. The Clerk has suggested setting up an account with a suitable supplier to provide items unavailable from our usual stationers or local builder's merchants which would be sundry expenditure on the debit card. Cllr D Anderson proposed, Cllr A Collins seconded the motion and it was RESOLVED (unanimous) that an account be opened with Screwfix. 6. Santander bond matures. "A Santander bond for £75,000 (plus interest) matures at the end of June. Councillor Wood proposed that it be rolled over if the terms were right. Councillor Flux Seconded the motion. Councillor Collins proposed an amendment that the PC should try to spread the

	<p>council's investments to spread the risk. Councillors Wood and Flux accepted the amendment and it was RESOLVED (unanimous) that Councillor Wood and Councillor Flux are authorised to arrange the investment of the money.</p> <p>7. Grievance Procedure. The draft DPC Grievance Policy was received and considered. Cllr J Flux noted that it followed NALC and ACAS guidelines and proposed that this document be approved. Cllr A Collins seconded this motion. Discussion followed during which the Sonning Common Primary School's Grievance procedure was referred to. Cllr M Squires proposed an amendment to the motion whereby the PC's grievance policy should contain a time limitation in line with the Sonning Common Primary School procedure. This motion was seconded by Cllr J Watts but fell on a vote (3 votes for, 6 votes against and 2 abstentions). The original motion was then put and it was RESOLVED (9 votes for and 2 votes against) that the Council's draft Grievance Policy is approved.</p> <p>8. Disciplinary Procedure. It was RESOLVED that an amendment will be made to section 15 so that under 'Oral Warning' the words "in a written note" will be added to the end of the first bullet point. The words "where it will be removed from file and handed back to employee at the end of 6 months" were added to the end of the final bullet point under 'Oral Warning'. The time frame given to modify behaviour in the 'Final Written Warning' section was reduced from 18 months to 12 months.</p> <p>9. Risk Assessment. Cllr J Flux proposed, Cllr B Wood seconded the motion and the Council RESOLVED (unanimous) that DPC approves the latest version of the risk assessment document.</p>
119/15	<p>Environment and Recreation Working Group. Cllrs Flux and Collins declared general interests.</p> <p>1. Drone. The cricket club have asked PC to allow suitably qualified and insured professional to use a drone at the Windmill Centre for aerial photography. The PC insures recommend that a risk assessment be undertaken by the drone operator. Cllr D Rogers proposed, Cllr B Wood seconded the motion and it was RESOLVED (unanimous) that the pilot be allowed to use a drone subject to a suitable risk assessment being received.</p> <p>2. All-weather court. The PC's play inspector has been asked to confirm that the current posts and fencing with 8mm twin wire is satisfactory. Quotes will then be sought for replacement fencing, all-weather court lights and also for extending the MUGA. Funding options will also be investigated. This information will then be brought to Council for consideration.</p> <p>3. General maintenance. A bin will be replaced at the Castle Grounds.</p> <p>4. Bench on Green. This has been repaired.</p> <p>5. Notice Boards. Cork backing for the notice boards. Three replacement cork panels have been purchased recently and made a significant improvement to some Notice Boards. It was agreed that all other parish boards will be refurbished and brought up to the same standard.</p> <p>6. Tree Survey: A report and recommendation about the tree survey was received from the Parish Clerk and considered. Four companies had submitted quotes to undertake this work and company B was recommended by the Parish Clerk. Cllr D Rogers proposed, Cllr B Wood seconded the motion and the Council RESOLVED (9 votes for and 2 abstentions) that company B 'Boward Oxford Ltd' be appointed to carry out the parish tree survey.</p>
120/15	<p>Highways & Transport Report:</p> <p>1. Speed monitoring. Following advice from insurers a risk assessment has been produced which is an appendix to the risk assessment which was resolved at minute 118/15 (9).</p> <p>2. Windmill Car Park. The PC will chase for a response as nobody currently accepts responsibility or accountability for the car park.</p> <p>3. Chapel Square pinch point, Deddington. No news from OCC so Clerk to chase.</p> <p>4. Hempton Road Tree. The tree by the bus stop has been taken down as it had centrally split and was considered dangerous. OCC advises that a medium sized specimen tree will replace it either with something which blossoms/coloured leaves and possibly a couple of other smaller trees as well.</p> <p>5. Wheelie Bin Stickers. It was decided against spending £420 on wheelie bin stickers.</p> <p>6. Clifton – VAS. Information will be gathered and submitted to the Council for consideration.</p> <p>7. Traffic Matters. A resident has written to the Council and raised concerns about; 1) Weight Limit Clifton. The 7.5 Tonne weight limit is being ignored on a daily basis. 2) Signage. This requires cleaning within the Parish 3) Pinch point at the bottom of the market place. He asked that the 'Give Way' be replaced by a 'Stop' sign. 4) Potholes and 5) Traffic lights. Most of these observations are currently being dealt with or matters, which have been raised in the past. The Clerk will forward his email to OCC and Northants CC.</p> <p>8. Hopcraft Lane. A resident informed PC of overgrown hedge on Hopcraft Lane the Clerk has redirected to OCC.</p> <p>9. Footpath from Daedings. A resident raised concerns regarding the path from The Daedings to Hempton road. This has been reported to fix my street.</p> <p>10. Vehicles parking on the grass verge at new Quadron Depot, Clifton Road. Concerns were raised with regard to visibility this has been passed to OCC.</p> <p>11. Deddington – Clifton footpath. County Cllr A Fatemian received a complaint that the path is becoming impassable and needs cutting back before the path crumbles further.</p> <p>TRANSPORT Cllr D Rogers declared a general interest.</p> <p>12. MD of Stagecoach has been asked a) whether the enhancement in the S4 service between Deddington and Banbury was because the route was commercially viable or whether it was supported by S106 money, and b) whether Stagecoach would like to contribute to the publication of a pamphlet listing all the transport available in Deddington plus a Stagecoach timetable. No reply as yet so Clerk will chase.</p> <p>13. Cllr H Oldfield attended the meeting of Parish Transport Representatives. OCC staff reported that due</p>

	<p>to budget pressures £6.25million is to be cut from the supported transport budget in April next year – this is one of the few services operated by OCC that is not statutory and can therefore cuttable. A public consultation into how best the savings can be made begins at the end of this week and will continue for 12 weeks. OCC is very anxious that as many people as possible participate in the consultation. It will be on line from Friday and hard copies will be available at libraries.</p>
121/15	<p>County Cllr A Fatemian. Town Hall Lighting. The Clerk will copy him in on correspondence with Bev Hindle about OCC's refusal to fund the replacement light by the Town Hall. County Cllr A Fatemian will give the PC his full support. St. Thomas Street concerns. County Cllr Fatemian was made aware of the comments received in the 10 minute open forum and asked if a site visit had taken place. He was passed the residents contact details in order that he can follow this matter up.</p>
122/15	<p>Planning Matters The following planning applications were received and considered</p> <ol style="list-style-type: none"> a) 15/007772/F: 23 The Daedings, Deddington – Demolition of workshop and erection of 2 storey side extension and single storey rear extension. Cllr J Flux declared a general interest. Cllr D Rogers proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (10 votes for and 1 abstention) that it has no objection. b) 15/00803/F & 15/804/LB: Deddington Mill, Milton Gated Road, Deddington – Alterations and erection of two dormer windows and hay loft door to NE elevation, pitched roof to existing flat-roofed single storey side addition, hipped roof to another existing single storey element and first floor extension to SW elevation. Cllr D Rogers proposed, Cllr B Williams seconded the motion and the Council RESOLVED (unanimous) that it has no objection. c) 15/00851/F & 15/00855/LB: 5 New Street, Deddington –Alterations and erection of single and two storey rear extension (re-submission of 15/00093/LB & 15/00007/F) Cllr D Rogers proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) that it has no objection. d) 15/00886/F: land on North Side of the Tchure, Deddington – Demolition of southern boundary wall and erection of a detached two storey dwelling with reconstruction of part of southern boundary wall. Cllr S O'Neill declared general interest. 3 residents have lodged complaints with CDC. Cllr D Rogers proposed, Cllr B Williams seconded the motion and the Council RESOLVED (5 votes for, 1 vote against and 5 abstentions) that it has no objection but that CDC includes a condition requiring the applicant to demonstrate in a plan to CDC how they will manage builders vans, skips, storage and delivery of materials to the site as the Tchure has limited access onto High Street and pedestrian only access into the Market Place. DPC is mindful that other residents garage their cars off the Tchure and pedestrians frequently use this route into the village centre. It would not be appropriate for the applicant to park vehicles, skips or supplies of material in the Tchure during the development and consideration to the neighbours both in the Tchure and on High Street/New Street should be demonstrated before permission is granted. e) 15/00901/OUT: Caldicote House, Main Street, Clifton – erection of single dwelling and garage following alterations to existing dwelling and demolition of out buildings. Extension of existing dwelling. Cllr A Collins declared a general interest. 3 residents have lodged complaints with CDC. Cllr D Rogers proposed, Cllr M Cox seconded the motion and the Council RESOLVED (7 votes for 1 vote against and 3 abstentions) that it has no objection. f) 15/00762/F: 3 Market Place, Deddington – change of use of ground floor existing residential unit (C3) to (B8) storage and conversion of 1st and 2nd floors into a single flat. Cllr D Rogers proposed, Cllr B Wood seconded the motion and the Council RESOLVED (unanimous) that it has no objection. g) 15/00959/F: Foresters Hall, The Tchure, Deddington – Alteration to north elevation window to form door and alteration on south elevation to replace door with window (proposed minor material amendment to 14/01494/F, to revert to proposal as originally submitted). Cllr D Rogers proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) that it objects to this planning application on the grounds of the application overlooking directly onto neighbouring properties, placing obstructing shrubbery which appear to create a permanent boundary within a communal area which would limit access and communal enjoyment to neighbouring properties, limiting light into neighbouring properties. h) 15/00177/TCA: Quinque House, New Street, Deddington. Fell and replant G1 x 2 nos Apple. Cllr D Rogers proposed, Cllr B Williams seconded the motion and the Council RESOLVED (unanimous) that it has no objection. i) 15/00188/TCA Renwick Cottage, Holcombe Gardens, Deddington. Various tree works. Cllr D Rogers declared a general interest. The Clerk has already applied for an extension in time in which to consider this application but if this is not agreed Cllr B Williams proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) that the PC record no objection. The Clerk would refer CDC to the DPC replacement tree policy. <p>Cherwell District Council Local Plan HM Inspector has approved the local plan. CDC now needs to approve their plan at a meeting in July.</p> <p>Approvals: 14/02111/REM – Reserved Matters to outline application 13/00301/OUT. 15/00618/F – Corner House, Duns Tew Road, Hempton 15/00589/F – 40 Mill Close, Deddington</p>
123/15	<p>Neighbourhood Planning Working Group: Cllr S O'Neill had previously declared a pecuniary interest and</p>

	<p>left the meeting whilst this item was considered.</p> <ol style="list-style-type: none"> Wimborn Close. Landowners, an agent and interested parishioner have met. The Parish Clerk confirmed that the PC will be submitting the Neighbourhood Plan. Cllrs will require time to consider the final draft of the NP before it comes to Council so a suitable period of time will be incorporated into the NP timescales. Historic England. They will be helping to assess the scenic views available in the parish and naming any that have particular value. This will be of use when appraising potential development sites. Timescales. It is hoped that the NP can be submitted before the publication of Part 2 of the Local Plan which is targeted for January 2016. 																																													
124/15	Large Scale Development Working Group Report. Nothing to report.																																													
125/15	Deddington Festival: Cllr S O'Neill returned to the meeting at this point. Following observations received from the Chair of Deddington Festival it was agreed that the grant application form and guidance be posted on the PC webpages of Deddington on Line so that all Parish groups are fully aware of the availability and process. It was noted that as the Festival had received a grant in 2014 they should already be aware.																																													
126/15	Victory in Japan. Cllr J Watts left the meeting part way through this agenda item. A programme of events, to take place over a number of days, was outlined. Cllr A Collins mentioned that funding might be required for transportation costs. This will be brought back to Council for approval.																																													
127/15	Update from the Parish Council Representatives DCE: There has been a delay to the works on the Town Hall due to rot being found on the North West corner. The wooden back plate to the brass plaque of the Coat of Arms needs replacing.																																													
128/15	Invoices for Payment: RESOLVED (unanimous) that the invoices for 21 May – 17 June 2015 totalling £5,592.14 were approved for payment.																																													
129/15	<p>Report upon the investment of the parish Council's Funds as at 31 May 2015</p> <table border="1"> <thead> <tr> <th>Account</th> <th>Balance</th> <th>Interest</th> <th>Notice</th> <th>Valid Until</th> </tr> </thead> <tbody> <tr> <td>Imprest</td> <td>2,515.55</td> <td>0.1%</td> <td>Imprest</td> <td></td> </tr> <tr> <td>Current</td> <td>56,221.61</td> <td>0.1%</td> <td>Current</td> <td></td> </tr> <tr> <td>Santander</td> <td>75,076.44</td> <td>1.2%</td> <td>1 Yr Fixed</td> <td>End June 2015</td> </tr> <tr> <td>Santander</td> <td>142,094.77</td> <td>1.1%</td> <td>1 Yr Fixed</td> <td>End Sept 2015</td> </tr> <tr> <td>Santander</td> <td>76,107.09</td> <td>1.4%</td> <td>1 Yr Fixed</td> <td>End Jan 2016</td> </tr> <tr> <td>Santander</td> <td>81,205.13</td> <td>1.1%</td> <td>1 Yr Fixed</td> <td>End Dec 2015</td> </tr> <tr> <td>Nationwide</td> <td>130,000.00</td> <td>1.4%</td> <td>1 Yr Fixed</td> <td>End Nov 2015</td> </tr> <tr> <td>Total</td> <td>562,220.59</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Account	Balance	Interest	Notice	Valid Until	Imprest	2,515.55	0.1%	Imprest		Current	56,221.61	0.1%	Current		Santander	75,076.44	1.2%	1 Yr Fixed	End June 2015	Santander	142,094.77	1.1%	1 Yr Fixed	End Sept 2015	Santander	76,107.09	1.4%	1 Yr Fixed	End Jan 2016	Santander	81,205.13	1.1%	1 Yr Fixed	End Dec 2015	Nationwide	130,000.00	1.4%	1 Yr Fixed	End Nov 2015	Total	562,220.59			
Account	Balance	Interest	Notice	Valid Until																																										
Imprest	2,515.55	0.1%	Imprest																																											
Current	56,221.61	0.1%	Current																																											
Santander	75,076.44	1.2%	1 Yr Fixed	End June 2015																																										
Santander	142,094.77	1.1%	1 Yr Fixed	End Sept 2015																																										
Santander	76,107.09	1.4%	1 Yr Fixed	End Jan 2016																																										
Santander	81,205.13	1.1%	1 Yr Fixed	End Dec 2015																																										
Nationwide	130,000.00	1.4%	1 Yr Fixed	End Nov 2015																																										
Total	562,220.59																																													
130/15	Correspondence: None.																																													
131/15	<p>AOB as allowed by Chairman:</p> <p>Cherwell Parish Liaison. At the recent CDC Parish Liaison Meeting it was suggested that the PC should have a 'Safeguarding' policy. The Chair and Cllr M Squires will draft a policy for consideration by Council.</p> <p>Damaged Footpath Sign Hempton. The Clerk will request a replacement footpath sign to be installed by the stile on the Western approach to Hempton.</p>																																													
132/15	Next Meeting: The next meeting of the Parish Council will take place on Wednesday 15 July 2015 at 7.30pm in the Old School Room, Hempton. The meeting closed at 10:05pm.																																													