

DEDDINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held in the Holly Tree Club, Deddington at 7:30pm on Wednesday 19 June 2019.

Present: Cllrs A Collins, M Cox, J Higham, A Kent, S O'Neill, H Oldfield, D Rogers, M Squires, M Swadling, T Timms and J Watts. **Also in attendance:** County Cllr A Fatemian, Deddington News representative, David Stewart and seven members of the public.

122/19	Apologies: Cllrs J Eames, J Reeve, M Robinson and District Cllr B Williams.
123/19	<p>Declarations of Interest.</p> <p>Pecuniary Interest Cllr S O'Neill declared a pecuniary interest in Agenda Item 14 a) 135/19 19/00898/F Wells Yard, Hudson Street, Deddington and Agenda items 15 and 16 Neighbourhood Planning and Large Scale Developments Working Group, as a land owner and left the meeting during their discussion.</p> <p>General Interest Cllr S O'Neill declared a general interest in Agenda item 14 a) 135/19 19/00894/F (Resubmission of 19/00377/F) The Firs, St Thomas Street, as she knows the applicant. Cllrs A Collins and H Oldfield registered a general interest in Agenda item 14 a) 135/19 19/00969/F & 19/00970/LB Bowler House, New Street, Deddington - as they know the applicant. Cllr S O'Neill declared a general interest in Agenda item 14 a) 135/19 19/00983/F Wynford House, New Street, Deddington as she knows the applicant. Cllr M Squires declared a general interest in Agenda item 14 a) 135/19 19/00898/F Wells Yard, Hudson Street, Deddington as lives nearby.</p>
124/19	Minutes: The minutes 94/19 was amended to instead of reading " RESOLVED (" to read " RESOLVED (twelve for and one abstention)". Cllr J Watts proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous by those in attendance) that the minutes of the meeting held on 15 May 2019 were then approved as a true record. The Chairman then signed the minutes.
125/19	Matters arising from the minutes and not referred to later on the Agenda: Cllr A Collins asked if there had been a response from Deddington Charity Estates to the Clerk's letter regarding the Charities commission query. No response has been received to date; to review in July. Cllr S O'Neill left the meeting.
126/19	<p>10 Minute Open Forum: 19/00831/OUT Land South of Home Farm, Clifton Road, Deddington.</p> <p>A resident raised an objection to the above planning application on the grounds of access and lights shining into the properties directly opposite. He also expressed concern that there may be a plan for a second phase of development. A representative of the DLP Planners spoke on behalf of the application.</p> <p>Cllr M Squires proposed an objection, Cllr A Collins seconded the motion and the Council RESOLVED (five for, three against and two abstentions) objection on the grounds of traffic and access concerns. However, if the application is granted DPC would like the following conditions applied:</p> <ol style="list-style-type: none"> 1) An Archaeological survey is undertaken 2) A Traffic Survey is undertaken 3) Consideration given to access position 4) DPC S106 "wish list" is taken into account 5) There is an upgrade of the pavement from the site entrance to Deddington 6) Mitigate the nuisance of headlights glaring into north neighbouring properties 7) Commit to speed calming measures – a peninsular, crossing and movement of 30mph to the east of the development 8) Demonstrate how sewage is to be dealt with 9) Deal with flooding at Earls Lane junction 10) Provide a pedestrian route into Earls Lane 11) Provision of play area <p>County Cllr A Fatemian joined the meeting.</p>
127/19	Aqua Beans proposal at Windmill Centre. A representative of Aqua Beans spoke about possible swimming facilities for children, which could be put in one of four sites at the Windmill in a log cabin facility. Cllr D Rogers proposed, Cllr M Squires seconded the motion and the Council RESOLVED (ten for and one against) that E&R and Vaughan Jones investigate this further.
128/19	Pop-up café in Adventure Playground Pavilion. Vanessa Fallan proposed a pop-up café using the Bowls Pavilion. There would be mainly drinks and cake – with all food prepackaged to comply

	with hygiene rules. Cllr D Rogers proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (unanimous) that the pop-up café be allowed to open as a one off for the Picnic in the Park event on 19 July 2019 with repairs/painting prior to the event (matching the existing colour) and the appropriate risk assessments and insurance provided.
129/19	<p>County Cllr Arash Fatemian update.</p> <ol style="list-style-type: none"> 1) Peartree Cottage. The landowner has been granted a licence; this details that the homeowner takes on liability for any damage the tree causes. 2) Light on Hempton Road. This will be done by mid-July. 3) Wild Flowers. County Cllr A Fatemian to seek advice on planting wildflowers on verges. 4) Street Furniture on public highway - benches outside the Unicorn. Cllr A Collins proposed, Cllr J Watts seconded the motion and the Council RESOLVED (unanimous) that a letter will be sent to the tenant of the Unicorn requesting that the benches on the highway are removed. If no response the matter will be referred to OCC. 5) Women's Cycling Tour. Has been a great success. 6) Speedwatch camera. County Cllr A Fatemian says some of his community money may be available to support 50% of the cost if parishes were able to share ownership. Cllr M Cox was concerned that volunteers would need interviewing and vetting and all sites need to be checked regarding health and safety. 7) Elderly signs. There has been no progress. 8) Hempton HGV Monitoring. To be arranged. 9) Accident in Hempton. Cllr J Watts reported that the white lines had been repainted near to the accident site, but other areas needing attention were not done at the same time.
130/19	District Cllr B Williams update. None
131/19	<p>Finance & General Purposes.</p> <ol style="list-style-type: none"> 1) Banking. The bank reconciliation has been agreed. 2) Major Expenditure Plan. Has been updated and circulated. 3) Windmill Centre Lease. The lease is near to being finalised. 4) Fidelity insurance. Cllr D Rogers proposed Cllr H Oldfield seconded the motion and the Council RESOLVED (unanimous) that fidelity insurance be increased up to £1,000,000 at a cost of £39.42. 5) Mower Purchase. Cllr D Rogers proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) that a new Mower will be purchased for £367 + VAT. 6) Strimmer. Cllr D Rogers proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) that a strimmer be purchased up to £100 inclusive of VAT. 7) Financial Regulations. Will be deferred to the July Meeting. 8) Clerk's Hours. Cllr D Rogers proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (unanimous) that the Clerk's hours will increase in June by 4 hours per week. 9) Tree Survey. Three quotes have been received. Cllr D Rogers proposed, Cllr M Cox seconded the motion and the Council RESOLVED (unanimous) that a Tree Survey will be undertaken up to £1500 + VAT. 10) Minutes Secretary resignation. Cllr D Rogers thanked the Minutes Secretary for her work. 11) Pocket Park. Cllr D Rogers proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (unanimous) that a deposit payment of £8,676.72 be made. <p>County Cllr A Fatemian left the meeting</p> <ol style="list-style-type: none"> 12) Water Fountain at the Adventure Playground. A model has been chosen; with a concrete base, soak away and plumbing cost of £900. With sponsorship arranged. Cllr M Cox was concerned at testing for Legionnaires Disease. Cllr H Oldfield proposed, Cllr M Squires seconded the motion and the Council RESOLVED (unanimous) that a water fountain be installed for up to £900 with an invoice for payment sent prior to installation. The Clerk to email Cllr M Swadling. 13) Signage – dogs on leads and report faults signs. Cllr D Rogers proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) to order signs relating to reporting faults and dogs on leads. 14) Accounting System. Rialtas has installed the software. Cllr D Rogers proposed, Cllr A Kent seconded the motion and the Council RESOLVED (unanimous) that up to £500 is approved for additional Clerk training, if required.
132/19	<p>Annual Accounts 2018/19.</p> <ol style="list-style-type: none"> a) The Annual Accounts. Cllr D Rogers proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) to approve the 2018/19 Annual Accounts and these were duly signed by the Chair.

	<p>b) The Annual Governance Statement for the year ended 31 March 2019. Cllr D Rogers proposed, Cllr M Squires seconded the motion and the Council RESOLVED (unanimous) to approve the AGAR for submission for the year ended 31 March 2019.</p> <p>c) The internal auditor's report. Cllr D Rogers proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) that the PC accept the Internal Auditor's report.</p> <p>d) Asset Register. Cllr D Rogers proposed, Cllr J Watts seconded the motion and the Council RESOLVED (unanimous) that the following are added to the Asset Register: Windmill under 6 play area ON196776 at a value of £10,000 and open space at Wimborn Close ON246960 at £10,000.</p> <p>e) Risk Assessment. Cllr D Rogers proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) that the updated Risk Assessment was accepted.</p>																																																		
133/19	<p>Approval of Invoices for Payment. Cllr D Rogers proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (unanimous) that the invoices with a total of £22,031.81 were approved for payment.</p>																																																		
134/19	<p>Report upon the investment of the Parish Council's Funds as at 31 May 2019.</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>2,500.00</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Current*</td> <td>167,352.96</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Nationwide BS</td> <td>133,896.67</td> <td>0.75%</td> <td>1 Yr Fixed</td> <td>27 Nov 2019</td> </tr> <tr> <td>Nationwide BS</td> <td>82,719.32</td> <td>0.75%</td> <td>1 Yr Fixed</td> <td>24 July 2019</td> </tr> <tr> <td>Hampshire TB</td> <td>78,456.73</td> <td>1.55%</td> <td>1 Yr Fixed</td> <td>03 Feb 2020</td> </tr> <tr> <td>Cambridge & Counties</td> <td>85,000.00</td> <td>1.3%</td> <td>1 Yr Fixed</td> <td>14 April 2020</td> </tr> <tr> <td>United Trust</td> <td>85,000.00</td> <td>1.95%</td> <td>1 Yr Fixed</td> <td>24 April 2020</td> </tr> <tr> <td>Skipton Building Society</td> <td>86,022.86</td> <td>1.5%</td> <td>1 Yr Fixed</td> <td>21 May 2020</td> </tr> <tr> <td>Total</td> <td>720,948.54</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>*The current account has £6,281.22 of uncleared cheques which have been taken off to show funds available.</p>	Account	Balance	Interest	Notice	Valid Until	Imprest	2,500.00				Current*	167,352.96				Nationwide BS	133,896.67	0.75%	1 Yr Fixed	27 Nov 2019	Nationwide BS	82,719.32	0.75%	1 Yr Fixed	24 July 2019	Hampshire TB	78,456.73	1.55%	1 Yr Fixed	03 Feb 2020	Cambridge & Counties	85,000.00	1.3%	1 Yr Fixed	14 April 2020	United Trust	85,000.00	1.95%	1 Yr Fixed	24 April 2020	Skipton Building Society	86,022.86	1.5%	1 Yr Fixed	21 May 2020	Total	720,948.54			
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135/19	<p>Planning Matters.</p> <p>Applications.</p> <p>a) 19/00908/LB Manor Farm House Main Street Clifton. Replacement of timber windows. Cllr S O'Neill proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>b) 19/00894/F (Resubmission of 19/00377/F) The Firs, St Thomas Street. Extension and re-planning and external works including new oak framed timber clad garage. The application failed on sample materials which were subsequently agreed and changed for ones the planning officer approved of and the same plans with previously agreed materials was resubmitted. Cllr S O'Neill proposed, Cllr M Cox seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>c) 19/00969/F & 19/00970/LB Bowler House, New Street, Deddington. Single storey rear extension forming new Sunroom. This is a discrete infill behind the property and looks in-keeping with the property. Cllr S O'Neill proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (ten for, one abstention) no objection.</p> <p>d) 19/00983/F Wynford House, New Street, Deddington. Removal of chimney, addition of glazed gable end, and addition of raised terrace. The high stone boundary walls make this application suitable as the terrace will not overlook neighbours. Cllr S O'Neill proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>e) 19/00990/F & 19/00991/LB Deddington Mill, Milton Gated Road, Deddington. Renovation of existing timber garage & potting shed with an open bay to include new green oak cladding and doors, brick chimney for an outdoor fireplace and kitchenette and new thatched roof. Appears to be a sympathetic renovation. Cllr S O'Neill proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>Cllr S O'Neill left the meeting.</p> <p>f) 19/00898/F Wells Yard, Hudson Street, Deddington. Demolition of derelict masonry barn, retaining east gable and part north Ironstone wall, demolition of 10no concrete block lock-up garages. Erection of 4no 2-bedroom Mews cottages with off-street parking. Brown field site to provide 4 x 2 bed cottages close to village amenities. An improvement to current derelict site providing off road parking spaces, including a disabled space and 2 electric car charging points. In keeping with NHP. Cllr M Squires commented the main issue is parking. Cllr M</p>																																																		

	<p>Squires proposed, Cllr A Collins seconded the motion and the Council RESOLVED (eight for, two against) no objection if 2 parking spaces are provided per property.</p> <p>Approvals. Appletrees, Hopcraft Lane, Deddington The Red Lion, Market Place, Deddington The Willows, Chapel Close, Clifton Four Winds, Main Street, Clifton Jaydee House 3 Chapmans Lane Deddington</p> <p>Refusals. None.</p> <p>Withdrawn. 9 Flux Drive, Deddington.</p> <p>Correspondence. A parishioner raised concern regarding the removal of the hedge and Ash trees between the Chapmans Lane development and Satin Lane allotments. The 2016 application 16/02602/F 2 Chapmans Lane Deddington was granted and allowed this. The parish clerk has taken this up with the allotment owners who are unable to clarify if they do own the boundary hedge. The Parishioner has taken the matter up with CDC tree/conservation officer.</p>
136/19	<p>Neighbourhood Planning. Cllr A Collins. Martin Lipman Cherwell NP has contacted ten villages in Cherwell with NP's inviting them to sign up to a group that is starting up to include those who have NPs in Oxfordshire. The group has a number of aims one of which is to meet the threat that the 2050 strategic Plan may overtake all current NPs. Cllr A Collins confirmed that he has signed up to receive information.</p>
137/19	<p>Large Scale Developments Working Group Report. 19/00831/OUT Land South of Home Farm House Clifton Road Deddington Residential development of up to 15 dwellings. Dealt with in 10 minute open forum 126/19</p> <p>Land West of Wimborn Close. Outline permission was granted for 21 dwellings with a condition relating to developer contributions. In the planning officer's final report he noted that Oxfordshire Clinical Commissioning Group had not responded to CDC correspondence and so CDC could not request any money for health. 21 houses x 2.4 people per dwelling (as it is an outline application) x £360 = £18,144. Plus Land South of Clifton Road, 15 houses x 2.4 x 360 = £12,960. These could give health care provision in Deddington £31,104.</p>
138/19	<p>Windmill Centre Redevelopment Working Group. Cllr S O'Neill returned to the meeting.</p> <ol style="list-style-type: none"> 1) Children's Play Area and Woodland Trail. Main Play area. Trip hazard removed, raked and sowed more grass seed. Opened from 8 June 2019. First feedback is very positive: much enjoyed by children at the Football Presentation Day, and positive comments on social media. The ground is looking better now it's been mowed, but will look rough for the first season. Many thanks to Cllr T Timms and the bark spreading party for bark spreading in the copse. Border paving has been scraped many thanks to Cllr T Timms. 2) Sponsored bench. Recycled plastic bench and metal plaque chosen, Clerk to order when payment received. 3) Planting buffer zone. Contractor is awaiting delivery of plants for the last bit of planting. 4) 'Picnic in the Park', Playground opening event, 19 July, 2019, 4–8pm. WMC will organise the event: bar, music/ compere, coffee van, pop-up café . People to bring their own picnics. Suzie Upson, WMC Marketing, will send out a flyer to schoolchildren and also a press release to local media. Openers to be local teenagers who have excelled in their chosen sport at the highest national level. The WMC will do a Risk Assessment. 5) Windmill Centre Building. WMC is making the business case for an extension to the Centre building. A £5,000pa sinking fund is to be built in, to cover ongoing maintenance of the fabric of the building. Work is underway on grant applications, e.g. to the National Lottery. 6) Proposal for New Pocket Park. Trevor Stewart due to start work from 17 June 2019, taking out old equipment, and moving bark over to the copse. 7) An application to toe2 for Phase 2 of the Pocket Park. Has been submitted. Amount requested is for £3,042 for the biodiversity, access to green spaces, education and community involvement strands. Decision in October.
139/19	<p>Environment and Recreation.</p> <ol style="list-style-type: none"> 1) Welford's Piece. The mats have been installed in the wrong place. A tree within the play area dropped a branch onto Tithe Lane. This has been temporarily cleared to the drainage ditch. Cllr D Rogers proposed, Cllr J Watts seconded the motion and the Council RESOLVED (unanimous) to spend up to £1000 to get a view if the tree is safe, if it is unsafe to immediately fell the tree and clear the debris.

	<p>2) Bark Path. Another working party is needed to spread the bark salvaged from the under 6 play area onto the woodland trail and a stone pick to be organized. Cllr A Kent confirmed that the Co-op employees do 20 hours community service each year, she will find out more details.</p> <p>3) Party at the Windmill Centre. Still on course.</p> <p>4) Stewards Shed. A problem with the wiring has been fixed, thank you to Cllr M Swadling for his help. An inventory of tools and equipment is to be carried out.</p> <p>5) Castle Grounds entrance DMMO. Is in-hand</p> <p>6) Clifton Bench and Noticeboard. To be discussed at the July meeting. Cllr A Collins will send photos of the bench.</p> <p>7) Gaveston Green Wall. Has been fixed.</p> <p>8) General Tasks to be completed. The Clerk prepared a list of works required. Cllr J Watts proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) that up to £1000 for labour and materials were approved.</p> <p>9) Windmill Play Area CCTV. The cost will be up to £2,000 for the system extension with consultation by the WMC with users before extending the system.</p> <p>10) War memorial cemetery. The grass is getting long again. The Parish Clerk has asked contractors for a one off cut price.</p> <p>11) Hempton Planter. Cllr J Watts proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) that £100 will be spent on the Hempton planters and thanks passed to the Deddington News volunteer who will make up the planters.</p> <p>12) Hempton Play area consideration – church grounds. Consideration is being given to a children’s play area in Hempton in the grassed area adjoining the Church. It is suggested the PC lease the land possibly for 25 years, install, maintain and insure it and take a view when the lease expires and the play equipment wears out. Cllr D Rogers proposed, Cllr A Kent seconded the motion and the Council RESOLVED (unanimous) that in principle are interested in insuring and maintaining a play area in Hempton.</p> <p>13) Hempton Youth Group. Using the Old School Room a request may come in for funds towards a youth club. All volunteers would need to be DBS checked. Cllr D Rogers proposed, Cllr A Kent seconded the motion and the Council RESOLVED (unanimous) that in principle the PC would consider funds towards a start up of a youth club. Cllr A Kent confirmed that the Co-op have Community Grants and the application should be made to Head Office in Warwick.</p> <p>14) Assemble picnic tables for playground. To be completed by Stewards.</p> <p>15) Weed spray at adventure playground. Cllr J Watts proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (ten for one against) weed spraying takes place for £50.</p> <p>16) Grass mound in the new play area. This is eroding and is a trip hazard. Cllr J Watts proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (unanimous) to turf this at a cost of up to £200.</p> <p>17) Aero skate. Repairs are in hand.</p> <p>18) Planters in Clifton Cllr J Watts proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) to spend up to £100 on perennials and bulbs.</p> <p>19) Review of Dog ban. This seems to be working better than it was. A total ban is still an option and will be reviewed in September.</p> <p>20) Football pitch repairs. Goalmouths have not been repaired. Clerk to liaise with Vaughan Jones.</p> <p>21) Gate at the Windmill Centre entrance. It was suggested the PC supply and install a gate at WMC entrance to allow PC/ WMC to secure the site if necessary. To be discussed with WMC.</p> <p>22) Speed signs and Speedwatch. Martin to update and move signs soon.</p>
140/19	<p>Highways and Transport. Cllr A Kent left the meeting.</p> <p>1) Deddington Grange Toucan Crossing. The Toucan crossing is now in operation.</p> <p>2) Wheelie Bins. No new complaints of fly tipping, to be reviewed in September. Concerns were raised over possible waste bin overload over the Grand Prix weekend. Concerns should be reported to Cllr D Rogers and the Clerk to liaise with the Stewards.</p> <p>3) Earls Lane Depository ongoing. Review in September.</p> <p>4) Hempton HGV. No date as yet.</p> <p>5) Abandoned Vehicle in Market Place. Now fully marked up.</p> <p>6) Untaxed Vehicle without MOT parked in Mackley Close. This has moved.</p> <p>7) Village Green Kerb Stones. OCC will fix the ones on the bus stop green, but not the ones on the Co-op green as they do not meet their criteria.</p> <p>8) Market Place Parking. Recommendation to provide at least one disabled parking space in Market Place. The Clerk to acknowledge the complaint and inform resident of any decision</p>

	<p>made at DPC meeting.</p> <p>9) Unicorn Benches on the Highway. Discussed earlier in the Meeting see 129/19 5.</p> <p>10) Outstanding items for Cllr A Fatemian. Dealt with in 129/19.</p> <p>11) Hempton Pinch Point. A serious accident, closing the road at the pinch on 15 June 2019. Since then the road markings have been repainted.</p> <p>Transport. Thank you to Parish Clerk and Cllr H Oldfield for printing and laminating the bus time information signs in good time for the car festivals road closure. Also to James Greenwood for fixing the signs to the bus stops.</p>
141/19	VE and VJ Day 2020 (8 May and 15 August). This will be the 75 year Anniversary since VE & VJ Day. At 7pm the bells will ring, parties from 7pm onwards, Church Services: Deddington can be registered to take part in this. Cllr A Collins suggested there could be a Street Party, to be discussed at the July Meeting.
142/19	OALC AGM 1 July. There will be two voting delegates. No Cllr available to attend.
143/19	Community First Oxfordshire (CFO). AGM on Friday 19 July. No Cllr available to attend.
144/19	Update from Parish Council Representatives. None
145/19	Correspondence: None
146/19	Any Other Business - no decisions can be taken under this agenda item: None.
147/19	Date of the next meeting: The next Parish Council meeting will take place on Wednesday 17 July 2019 at 7.30pm at the Hempton Lounge, Windmill Centre.
148/19	<p>Exclusion of the Public and the Press: because the nature of the business to be transacted is sensitive the public and press be temporarily excluded from the meeting (Public Bodies (Admission to Meetings) Act 1960 s. 1). Staff Matters.</p> <p>CiLCA course. Cllr D Rogers proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (unanimous) to cover the cost of registration at £350 and the course at £340 (12-15 Nov) + VAT and to discuss the hours to be devoted to the course at the next meeting.</p> <p>Cemetery Legal Compliance course. Cllr H Oldfield proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) to cover the fee, £145 (9 October) plus additional hours.</p> <p>Minute Secretary advert. To run in Deddington News. The meeting closed at 10:10pm.</p>