

# DEDDINGTON PARISH COUNCIL

**Minutes of a Meeting held at the Town Hall, Deddington on  
Wednesday 16 March 2011 at 7.30pm**

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

41/11	<b>Apologies:</b> Cllrs Finnigan and McDowell and County Cllr Jelf
42/11	<p><b>Minutes of the last meeting:</b></p> <p><b>24/11 Fair complaint.</b> The third sentence should read Cllr Watts suggested that <b>Dave Rollason</b> would also be a good contact.</p> <p><b>29/11 Other</b> The third sentence should read. <b>Cllr Squires asked why all Cllrs had not been invited to attend, as the development would effectively add another 10% to the households of the village.</b> The following sentence was also added at the end of this paragraph. <b>Discussion arose about a possible conflict of interest.</b></p> <p>Cllr Flux then signed the minutes as a true record.</p>
43/11	<b>Declaration of Interests:</b> None
44/11	<p><b>Councillor Co-option:</b></p> <p>It was unanimously agreed that Aaron Bliss be co-opted onto the Parish Council. He was welcomed, thanked for his application and duly signed his acceptance of office form in the presence of the Clerk.</p>
45/11	<p><b>Matters Arising not referred to later on the Agenda.</b></p> <p>Cllr Squires questioned why the agenda included a specific item about the solar panels but not the grass cutting tender. The Clerk reported that the solar panel agenda item had arisen from a request from Cllr Day. Cllr Flux said that the grass cutting contract would be covered under the working groups report and would be discussed that evening by full council prior to a decision being reached. Cllr Wood said that the grass cutting tender is a renewal for consideration rather than a one off project and therefore a more routine item that would be covered under the standard agenda.</p>
46/11	<p><b>10 Minute Open Forum:</b></p> <p>A Hempton resident asked the PC who was responsible for picking up the roadside rubbish outside the parish particularly on the road to the Barfords and was advised that the verges outside the 30mph signs is the responsible of OCC Highways. The Clerk suggested that he call OCC to log the problem. The Clerk will forward the resident the contact details at OCC via Cllr Watts. Cllr Squires mentioned that the old E&amp;R group used to organise yearly litter picks in May and that CDC had provided tools and fluorescent jackets.</p>
47/11	<p><b>County and District Councillors update:</b></p> <p>District Cllr O'Sullivan said that he had been approached regarding the tree on the green outside the Co-op as several residents had expressed concerns over its health. One of the branches is looking unhealthy but the rest of the tree was budding. The Clerk will bring this to the attention of OCC.</p>
48/11	<p><b>Planning Working Group:</b></p> <p><b>Applications</b> None</p> <p><b>Appeals</b> None</p> <p><b>Approvals</b></p> <p>10/01899/F 22 The Deadings Deddington</p> <p>10/01382/LB Old Farm House New Street Deddington</p> <p>10/01234/F Charters Cottage High St Deddington</p> <p>10/01879/F Land adjacent to Radwell Grounds Duns Tew Road Hempton</p> <p><b>Refusals</b> None</p> <p><b>Withdrawals</b> None</p> <p><b>Correspondence</b></p> <p><b>Oxfordshire Association for Local Councils:</b> Sent details of a course on effective responses to planning applications taking place Wednesday 6 July 9.30am to 1pm Cost £30+VAT. It was agreed that one member of the PWG and the Clerk should attend.</p> <p><b>West Northampton Joint Planning Unit:</b> Joint Core Strategy Pre Submission support, Representations on soundness and legal compliance requested by 31 March. No action required. Information in Office.</p> <p><b>Ash Cottage:</b> On 21 February a meeting took place between local residents, Bob Duxbury (CDC) and Cllrs Collins, Day and Williams. Bob noted the concerns that were raised and agreed to review the latest application with the case officer. He asked residents to put their specific concerns to him in writing. Cllr Collins emailed Ian Davies at CDC a summary of the procedural points and thanked him for allowing Bob to attend. The PC is awaiting his response. Cllr Rudge emailed Charlotte Watkins at CDC who is looking into the Environmental impact on the bats. It looks as though the mitigation provided meets the Natural England guidelines but a final decision on her submission to planning had not yet been made.</p> <p><b>CDC Planning:</b> Notification of New Informal Planning Guidance Documents on Wind Turbine Development and Sub Division of Buildings for Residential use both of which can be downloaded from <a href="http://www.cherwell.gov.uk/index.cfm?articleid=1735">http://www.cherwell.gov.uk/index.cfm?articleid=1735</a></p> <p><b>Cerda Planning:</b> These are planning advisors who specialise in maximising Section 106 payments It was agreed that the WG should investigate the associated costs and benefits further. Cllr Wood suggested that Alan Jones, former chair of CPRE for Oxfordshire might also be able to help. It was recommended that Chris Cousins, the former chief planning officer at OCC, also be contacted to draw upon his knowledge of section 106.</p>

**Deddington Rural Exception Housing Evaluation meeting** held on Thursday 10 March 2011. CDC have identified a number of potential sites in Deddington for evaluation as 'Affordable Housing' and discussed these with the PC. The two most suitable sites are a strip of land to the west of Wimborn Close and towards the far end of the close facing north, which is adjacent to the existing affordable housing. The other is on the north side of Earls Lane due to its proximity to the surgery and the likelihood of older residents being housed in the proposed new houses. To follow this up Anna Kennedy of ORCC to confirm with Clerk when she can attend a PC meeting to discuss a Housing Needs Survey, and for Bob Duxbury of CDC to have some further consideration of the possible sites. Kate Winstanley will make some informal and outline enquiries with Sanctuary Housing (which includes Charter) about the possible site at Wimborn Close. The possibility of developing a site to the west of the Castle Grounds was discussed but as this would ruin the 'sight lines' from the monument mound it was not considered to be a good option.

**PEGASUS MEETING – February 24 at Holly Tree Club, Deddington.** The working group gave the PC detailed reports concerning the following issues:

**Village Infrastructure:-**

**School** – Regarding expanding capacity.

**Surgery** - The patient list is not yet closed in Deddington despite having a catchment area of 200sq miles. The new development will account for up to 300 new residents.

**Community Hall/Meeting Room** – The possibility of extending the Windmill Centre was discussed, it was felt that although the village already has numerous meeting rooms available for community use there is a need for additional playing fields and sports pitches.

**Allotments** – It was felt that any new development could include a provision for allotments as the two existing sites are nearly fully developed and occupied.

**Services** - It was noted that the sewer system and power supply is already under strain and would need upgrading should the development proceed. No mention was made of the library.

**Transport Issues:-**

**Access Options** – An roundabout on the A4260 positioned north of the fire station, with three exits, two being the entry and exit of the existing A4260, the other being the entrance into the proposed development to the west of the main road.

**Traffic Calming** – The roundabout would calm traffic entering the village from the north.

**Public Consultation:-**

**Scope of Consultation** – Members of the PC felt that there should be a public consultation whereby the Deddington community could voice their concerns and/or express their opinions.

**Timetable for application submission** – The consensus was that it would not be appropriate to submit an application until a further meeting with the PC was held and feedback from the OCC re school development, feedback from highways and the possibility exploring a more radical solution with a village bypass to ease traffic and congestion.

Pegasus plan to hold an exhibition for the residents of the parish soon and submit planning permission by July. DPC advised that NO application should be made until a solution to the school problem is found. It was noted that Cllr Wood asked that he be invited to any meeting with Pegasus about their proposal, and with CDC or any other organisation about possible exception sites.

**AOB – New Homes Bonus.** A new government initiative will provide between £1,439 and £1,749 for 6 years for every new house built. 20% will go to County Council and 80% will go to District Councils. Pegasus declared 35 to 40% of development will be affordable (although no definition was given of 'affordable') and bungalows are included in the proposed development. Discussion followed. Cllr Wood advised that the PC must apply pressure on OCC so that any development takes the views of the local community into account and ensures that the village requirements have precedence over that of the developers. Cllr Oldfield asked that this proposed development be discussed at the next PC meeting. Cllr Day suggested that Cllrs read the reports and direct questions to him in the first instance. Cllr Flux said that Cllrs need to think about the proposals and suggest the type of buildings, recreation and school facilities etc that are required. The PC needs to have further questions to put back to Pegasus. Cllr Wood said that villagers opinion needed to be sought. Cllr Flux said that Pegasus would be running a consultation period. The Deddington News would also be informing residents of the proposed development in the next edition. The planning working group will liaise with Cllr Wood to find out more about section 106 and ascertain what the Pc and community want. Cllr Flux mentioned that whilst affordable housing was being considered it could be for three bed houses and there needs to be a spread of 1, 2, 3 bed houses and bungalows. Cllr Watts asked about the WMC plans. Cllr Flux reported that the WC is nearing capacity. It is running to capacity with 45 different clubs using it, therefore it is important to consider increasing the facilities for sports usage. It was agreed that planning development would be a good agenda item for the Parish Meeting. District Cllr O'Sullivan suggested that Bob Duxbury be invited to attend the Parish Meeting in May.

49/11

**Finance & General Purposes:**

1. **Cash Flow:** Cash flow to end February was presented.
2. **Anglo Irish Bank.** Funds have been transferred to AIB Group (UK) Plc, which brings it into the cover of the UK Financial Services Compensation Scheme.
3. **Public Works Loan Board.** This loan was taken out many years ago to pay for the cemetery. It still has over 50 years to run at an interest rate of 8.5%. Clerk to write to them to offer to pay off the balance outstanding £2,076.62. This has been tried before without success but the Clerk thinks that the rules may now have changed. If unsuccessful consideration will be given to an appeal.

	<p>4. <b>Queries arising from Cllr Squires regarding the PC Agenda and Youth Club Grant.</b> A number of possible misunderstandings were clarified.</p> <ul style="list-style-type: none"> <li>• If there is new information, it is not against standing orders to re-discuss an item once a decision has been taken.</li> <li>• The solar panels item was on the agenda for information not to query the decision.</li> <li>• The minutes say that the grant to the Youth Club was on the proviso that a formal written request was made to the clerk. The clerk asked for clarification of what was meant by a formal written request. Cllr Wood said that it meant a copy of the last accounts and some indication as to how the money would be spent. It was not an attempt to question that the grant had already been made. A couple of years ago a sum larger than the present grant had been budgeted for. Budgeting for an item does not mean it has been approved, the actual request has to be approved in the normal way. The Youth Club had no budget for this last financial year as until recently was able to use grants they had obtained.</li> <li>• The correct procedure is that all applications for a grant should be made to the Clerk, and passed to F&amp;GP for a recommendation to the PC. There is paperwork for this is filed with the clerk. It is difficult to have strict rules but depending on the request, F&amp;GP will recommend the level of scrutiny to be applied.</li> <li>• Any councillor can ask for a copy of paperwork or extra information at any time.</li> </ul> <p>5. <b>Solar Panel.</b> An explanation of the solar panels was given to the PC. To summarise:</p> <ul style="list-style-type: none"> <li>• The 50 panels will cost £30,960.74 including VAT at 5%, £1,474.32 which the PC will be able to claim back. The cost will therefore be £29,486.42.</li> <li>• The panels will be installed on the Windmill roof.</li> <li>• It is necessary for the PC to retain ownership of the panels to be sure the PC receives the tariffs. This will mean that the PC will be responsible for the insurance once installed. The panels will be included in the Windmill Centre building insurance. During installation the contractor insures the panels.</li> <li>• The installation is under the government's Clean Energy Cash Back Scheme. The panels qualify for Feed in and Export tariffs, which are locked in for 25 years. They are subject to cost of living adjustment. The first cheque for the installation has been issued to establish a position in case the regulations changed. The annual output of electricity has been estimated at 8336 kWh which will be recorded on a separate meter. This will generate:</li> <li>• <b>Feed in tariff.</b> 36p for every kWh generated whether it is fed into the grid or used in the Windmill. £3,000.96</li> <li>• <b>Export tariff.</b> This is 3p for every kWh not used on the property. It is assumed that this will be 50%, which appears to be standard. Which amounts to £125.</li> <li>• The total benefit to the PC for the electricity generated (at the estimated 8336 kWh per annum) is therefore £3,125.96 per annum against a capital expenditure of £29,486.42 which is payback in 9.4 years. And the PC will receive it for 25 years.</li> <li>• Payments will be received quarterly on the same timetable as electricity bills are sent out.</li> <li>• A risk assessment form has been drafted and will be completed by Cllrs Collins &amp; Flux. Cllr O'Dowell has a friend who is a qualified engineer who has agreed to oversee the installation for free.</li> <li>• Cllr Day requested that Cllrs are kept informed of the progress.</li> </ul> <p>6. <b>Grass Cutting.</b> After due process, the Clerk has recommended that the grass cutting contracts for 2011 to 2014 be awarded once again to Thomas Fox and DesignGrow. The steward will cut the grass verge and two greens in the Market Place. Deep spiking of the pitches at the Windmill Centre which would have been sub contracted will be removed from the contract. The requirement for this will be decided after discussion with the clubs. It was noted that Thomas Fox and DesignGrow had not increased their prices in 2010. The agreed prices for 2011/12 represent a 3% increase on the 2009 costs. There will be a 3% pa price increase in subsequent years. The recommendation for the grass cutting contracts was unanimously approved by the Council.</p> <p>7. <b>The Goal mouth</b> was discussed. The Clerk will write to Colt and Deddington Town before the end of season (Cllrs Bliss &amp; Ward)</p> <p>6. <b>Town Hall.</b> Lighting and cleaning the undercroft to be discussed at a meeting between the PC and DCE.</p> <p>7. <b>Funding.</b> Appeals from Banbury CAB and Sue Ryder Hospice at Nettlebed. It was agreed that no funds be awarded.</p>
50/11	<p><b>Environment &amp; Recreation:</b></p> <ol style="list-style-type: none"> <li>1. <b>TVERC meeting in Oxford:</b> Very good conference. Report available for view with Clerk.</li> <li>2. <b>Meeting with Clive Evans at Primary School:</b> Cllr Rudge had a very positive and productive meeting with the new Head who is very keen for the school to be involved with community projects. This may mean whole school/class projects or just the involvement of the 'Energisers' environmental group. <ul style="list-style-type: none"> <li>• <b>Wildflower meadow at cemetery</b> – possible artwork projects, identification of plants and insects, creation of wildflower patches at the school. School will contact Clerk to arrange visits. They would also be interested in planting the Gaveston Gardens 'paddock' with wildflowers. This had already</li> </ul> </li> </ol>

	<p>been identified as a possible site and residents also expressed interest. It seems a convenient, safe place for the children to work. The Clerk also suggested the area in Mill Street behind the WMC.</p> <ul style="list-style-type: none"> <li>• <b>Swifts:</b> They would like to try and encourage swifts back to the school and would like to install two nestboxes. Chris Mason, co-ordinator of the Cherwell Swifts Project has agreed to visit the school to give a talk with slides.</li> <li>• <b>Ponds:</b> The school has a pond that they would like to restore. Cllr Rudge has given them contact details for information and advice. This could then be extended to a Parish pond survey. There is also a small area of woodland that needs attention. Cllr Rudge wondered if OCV could help.</li> <li>• <b>Hedgerow survey:</b> The school would like to be involved when the PC looks at this project.</li> <li>• <b>Planter:</b> Mr Evans suggested that the school would like to be involved in enhancing the general environment of the village. The PC agreed that they could adopt and look after the planter at the North entrance to the village. They would also like to plant daffodils under their hedge. OCC have said they have no objection to the planting of bulbs. Cllr Rudge to report back to Clive Evans.</li> </ul> <ol style="list-style-type: none"> <li>3. <b>Planters:</b> Jo Price, has kindly already planted up the one at the South end and will look after it. She and Cllr Rudge have tidied the two beds outside the cemetery and Nicholson's have provided a discounted centrepiece for each bed.</li> <li>4. <b>Wildflowers</b> in cemetery are looking good. Cllr Rudge plans to attend a propagation workshop in July at the nursery that supplied the seed and plants.</li> <li>5. <b>Windmill Copse:</b> An article about work done by OCV and the beginning of an eight-year coppicing plan has been submitted to DN.</li> <li>6. <b>Swifts:</b> Now is the time to install nestboxes. Cllr Rudge requested that two be put on the Windmill Centre at a cost of £13 each. She will contact Joyce Minnear about this and will also confirm that the siting of the boxes will not cause any mess. David Rogers may help with practical side. Chris Mason is coming to speak to the school and has also agreed to advise residents interested in getting a box. Cllr Rudge also plans to approach the Church following an article in the 'Door' about swifts in church towers.</li> <li>7. <b>Bumblebee Workshop:</b> Cllr Rudge has enrolled and funded her attendance in an identification workshop at Hill End on Sunday 3 April.</li> <li>8. <b>Verges:</b> As reported last month, Lorraine Douglas (OCC) confirmed that OCC have in principle no objection to verges being properly planted. Cllr Rudge requested that a small scale experiment by conducted on the stretch of verge on the east side of the main road leading to the junction with St. Thomas St. She requested it not be mown/strimmed so that she can see what is there. There is very little grass, but quite a lot of wild plants eg. Strawberry, violet, primrose, herb robert etc.</li> <li>9. <b>Cemetery.</b> The Clerk informed the PC that Witney TC has a new cemetery that enables burials in three areas: one are is a lawn cemetery, one is where people can be buried in an area of woodland surrounding a large oak and the third is in a wildflower meadows – there are no headstones allowed but the burial plots are identified by mircochips. This was considered an interesting idea.</li> <li>10. <b>Colts.</b> Cllr Ward reported mixed feelings about Fritwell accepting another Colt football team. She was happy that another facility had been made available but sad that the parish was not able to offer enough suitable pitches. This is a problem for some families with no car or more than one child as they cannot necessarily ferry all the children to play at the different pitches currently used.</li> </ol>
51/11	<p><b>Highways</b></p> <ol style="list-style-type: none"> <li>1. <b>Outstanding Highways issues.</b> Cllr Rodney Rose has now responded. Cllr Collins to view his comments.</li> <li>2. <b>Speeding.</b> A meeting held on 28 February had a good turn out. Many people signed up for radar gun monitoring and to assist TVP with speedwatch activities, a number of which have been booked.</li> <li>3. <b>St Thomas Street.</b> The police called a meeting between residents of St Thomas Street to try and resolve some parking issues. Seventeen people attended and some of the issues were resolved.</li> <li>4. <b>Traffic lights from Hempton Road.</b> The repair and replacement of the sensor units has been done. It will be monitored to see when the new crossing to the South is installed.</li> <li>5. <b>Market Place verges.</b> DPC to seek OCC permission and quotes for Church Street verge and the posts for the southern green in the Market Place.</li> <li>6. <b>Dangerous parking in The Beeches.</b> An acknowledgment has been sent to the resident copying in to the school, OCC Highways, Thames Valley Police and the NAG as it is a Police matter.</li> <li>7. <b>Garden sacrifice.</b> Offered outside Manor Farm to aid pedestrian safety. Cllr Collins to survey and ascertain the benefits and the costs. Subsequent discussions then need to take place with the resident to confirm details.</li> <li>8. <b>New Street verge.</b> Cllr Rudge to canvass opinion. She suggested that squaring off the verge would create more parking. It was also suggested that the Bus Stop be moved further north to the Manor where there is hard standing already.</li> </ol>
52/11	<p><b>Library Update:</b> Cllr Flux attend an OLAC meeting and was informed that the library closure consultation process was being put back to April due to further money being made available. It is therefore unlikely that any closures would take place until the next fiscal year (2012-2013). Cllr Collins requested that the PC write to OCC for the return of the letters to Deddington Library from J.R.R. Tolkien. He showed the PC a copy of the letter dated 4 April 2000 promising the return of them to Deddington. A banner will be donated to the PC and will be covered under the PC public liability insurance provided the banner is hung professionally.</p>
53/11	<p><b>Report upon the Play Areas:</b> The Clerk informed the PC that no problems had been reported.</p>

54/11	<b>Invoices for Payment:</b> Schedules of invoices totalling £11,906.45 for March were approved for payment.																												
55/11	<p><b>Investment of Council Funds</b> At the close of business on 16 March 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>631.32</td> <td>0.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Current Acct</td> <td>23,289.37</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>135,302.84</td> <td>1.0%</td> <td>Overnight</td> </tr> <tr> <td>Alliance &amp; 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><b>TOTAL</b></td> <td><b>559,223.53</b></td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Imprest Acct	631.32	0.1%	Imprest	Barclays Current Acct	23,289.37	0.1%	Current	W. Bromwich Building Soc.	135,302.84	1.0%	Overnight	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)	<b>TOTAL</b>	<b>559,223.53</b>		
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56/11	<p><b>Correspondence.</b></p> <p><b>Castle Grounds:</b> It is proposed that the Ancient Monument Management Agreement is extended from three to five years. The PC will investigate the High Level Stewardship scheme as there may be some money available. The Clerk said that the EH had advised that natural England would probably agree to professional training courses in dry stone walling or metal working being run at the site to re-install the iron railings and rebuild the collapsed walls.</p> <p><b>Drive at Castle Grounds.</b> The Church Commissioner have informed the PC that they do not think that they own it. The PC will go back to the land registry and ask that this be added to the PC property registration.</p>																												
57/11	<b>Another other business:</b> The Cllrs were asked to return their questionnaires to Cllr Day.																												
58/11	<b>Next Meeting:</b> The next meeting of the Parish Council will take place on <b>Wednesday 20 April 2011 at 7.30pm in the Holly Tree Club.</b>																												