

DEDDINGTON PARISH COUNCIL
Minutes of the Parish Council meeting held in The Old School Room, Hempton on
Wednesday 21 March 2018 at 7.30pm

Present: Cllrs A Collins, (from minute 45/18) M Cox, J Finnigan, J Eames, H Oldfield, S O'Neill, J Reeve, D Rogers (Chair), M Squires, T Timms and J Watts. **Also in attendance:** District Cllr B Williams a Deddington News representative and eight members of public.

41/18	Apologies: Cllrs D Anderson (Vice Chair), J Higham and B Wood (Vice Chair). County Cllr A Fatemian.
42/18	Declarations of Interest: There were no pecuniary interests notified to the meeting. General interests were declared by the following Cllrs: Cllr M Cox – Agenda Item 8 Planning - 18/00365/OUT – Land to Rear of 19 The Paddocks Adj to Mill Close, Deddington as a local resident. Cllr A Collins – Agenda Item 9 F&GP 4 a & b spend on AWC as a football user of the AWC Cllr D Rogers – Agenda Item 8 Planning - 18/00365/OUT – Land to Rear of 19 The Paddocks Adj to Mill Close, Deddington as a neighbour, Agenda Item 9 – F&GP 4 a, b and 5 (ii) various expenditure associated with the WC as a trustee of WMC and Agenda Item 9 – F&GP 8 Holly Tree Club as a member of the Holly Tree Management Committee. Cllr J Finnigan – F&GP 8 Holly Tree Club as a member of the Holly Tree Management Committee Cllr S O'Neill - Agenda Item 9 – F&GP 8 Holly Tree Club as a member of the Holly Tree Management Committee. Agenda Item 18 Changing opening times for Deddington Library as a library employee.
43/18	Minutes: Cllr S O'Neill proposed, Cllr J Finnigan seconded the motion and the Council RESOLVED (unanimous by those in attendance) that the minutes of 21 February 2018 were approved as a true record of the meeting. The Chairman then signed the minutes.
44/18	Matters arising from the minutes and not referred to later on the Agenda: None.
45/18	10 Minute Open Forum: CarFest 2018. A representative of the Deddington Festival committee asked the PC to make a donation to pay for the cost of the road closure for CarFest 2018, noting that it did so in 2017. Holly Tree Club Grant Application. The treasurer of the Holly Tree Club asked the Council to support the grant application from the Holly Tree Club (HTC). The purpose of the club is to be a meeting place for older and disabled residents and there is an obligation that it be fit for this purpose. This is no longer the case as the lavatory, kitchen and meeting room are in need of renovation. Work needs to be undertaken to sustain this wasting asset. This could also result in future additional rental opportunities for instance if the upstairs was renovated it could be used as an office. The treasurer said that the population of the parish is increasing. He suggested that the Windmill Centre is largely to do with sport and that the parish needs other venues where people can meet and that demand will increase. He noted that there were now fewer places to meet than before, particularly in the centre of the parish.
46/18	County and District Councillor updates: I. Report from County Cllr A Fatemian: None received. II. Report from District Cllr B Williams: (full report available on line) a) Council Tax – 2018/19. CDC's proportion of Council Tax to remain unchanged. b) Partial Review of the Local Plan 2011-2031 Oxford's Unmet Housing Needs. Kidlington and the surrounding villages are designated as most suitable for Oxford's unmet housing needs. c) National Planning Policy Framework. The NPPF consultation is available to view and comment on until 10 May. https://www.gov.uk/government/consultations/draft-revised-national-planning-policy-framework
47/18	Windmill Centre Redevelopment Working Group: Mary Robinson presented the monthly working group report to the PC, noting that the parish had given the PC a mandate to spend money on the Windmill Centre (WC) through the neighbourhood plan parish questionnaire. Figures were provided about the centres current usage and it was noted that the WC is not just a sports venue but also a social venue. The aim is to maximise the use of the facilities and to expand the current building. She suggested that the new David Wilson estate and possible additional future housing developments would increase the demands on the centre. An architect has suggested that the cost of re-developing the building could be £750k - this is a very rough estimate. A proper business plan will need to be produced. She noted that although the PC owns the building the WC Management Committee (WCMC) run it and are enthusiastic about improving the facilities. The Chairman noted that the current WCMC is very strong and doing a good job. Cllr M Squires proposed, Cllr J Eames seconded the motion and the Council RESOLVED (ten votes for and one against) that £2,000 is made available for an architect to provide a feasibility study.
48/18	Planning Matters. Planning Applications. The following planning applications were received and considered; a) 18/00365/OUT – Land to Rear of 19 The Paddocks Adj to Mill Close, Deddington: OUTLINE - Single Dwelling. The PC had objected to a previous application was made in 2015 and one reason for this was Thames Water issues. The current application was validated on the 13 March and neighbour objections have already been posted on the CDC portal. It was noted that there were a significant number of neighbour objections to the 2015 application. Cllr S O'Neill proposed, Cllr J Finnigan seconded the motion and the Council RESOLVED (ten votes for and one abstention) that DPC OBJECTS to this application on the following grounds. 1. The proposed access is through the existing sewage pumping station. 2. There is no vehicular access to the site from the Paddocks.

3. The applicants garden also has a boundary with the field behind the Paddocks giving an additional access route into this field from Mill Close.
4. This is a backfill development and is an undesirable precedent which affects the nature of the Paddocks heritage.
5. There would be considerable disruption and inconvenience associated with the proposals related to moving the sewage pumping station which services 44 houses. There is also no guarantee that it would work as effectively if relocated.
6. The pumping station only has the capacity to go off-line for 14 hours before serious problems will ensue. These may have associated health and safety risks to residents. Any measures to mitigate this will involve large tankers accessing Mill Close on a regular basis and potentially blocking access to residents and emergency vehicles.
7. The noise of the pumping will result in a 24/7 nuisance to residents which is unacceptable particularly to shift workers.
8. This application is for a single dwelling but the details are very vague. In a previous application they made it clear that it would only be a single storey dwelling. There is no such commitment in the current application and so there could be a detrimental effect on the amenity of the neighbours.

b) 18/00339/HPA - 2 Batchelors Row, Hempton: Single story rear extension. This application is under permitted development, and so the Council decided to make no comment.

It was noted that amendments had just been received for planning applications 18/00098/F & 18/00099/LB. There is a 10-day deadline for comments so Cllr O'Neill would circulate the details to other Cllrs in case they wished to comment.

Correspondence. Notification from NHS England that Rushport Advisory LLP intends to provide pharmaceutical services from The Studio, Hudson Street, Deddington, OX15 0SW.

49/18

Finance & General Purposes.

- 1) **Windmill Redevelopment.** Mary Robinson outlined the philosophy behind the development plans for the Windmill centre building, referring to comments in the Neighbourhood Plan questionnaire responses. Early analysis suggests £595,000 for building work, plus fees and furniture etc. Total could be in the region of £750,000.
- 2) **Bank accounts and cash flow statement for February.** Agreed with income and receipts itemised.
- 3) **Investments.** £85,000 is being invested in a one-year bond with Skipton Building Society at a rate of 1%.
- 4) **Major Expenditure requests.**
 - a) **AWC replacement lighting.** Four quotes received. Cllr H Oldfield proposed, Cllr J Watts seconded the motion and the Council **RESOLVED** (unanimous) to accept a quote of £6,897.70.
 - b) **AWC Fencing.** Cllr H Oldfield proposed, Cllr J Watts seconded the motion and the Council **RESOLVED** (unanimous) to accept a quote of £18,983.83. It was queried whether the improved fencing could reduce premiums - the Clerk will ask the insurers.
 - c) **MUGA 2.** Cllr H Oldfield proposed, Cllr A Collins seconded the motion and the Council **RESOLVED** (unanimous) to spend up to £1,000 to cover outstanding formalities such as the Certificate of Lawful Use, Banbury Guardian notice of public tender, plans and surveys.
 - d) **Bat survey at the Bowls Pavilion.** Cllr H Oldfield proposed, Cllr J Watts seconded the motion and the Council **RESOLVED** (unanimous) to accept a quote of £1,452.50.
- 5) **Windmill Management committee applications.**
 - i) **Repairs to the roof.** This Agenda item was carried forward to the April 2018 meeting.
 - ii) **Repair to driveway.** Cllr H Oldfield proposed, Cllr J Watts seconded the motion and the Council **RESOLVED** (unanimous) that £3,168 is spent on repairs to the driveway.
- 6) **Fencing at Welford's Piece.** Cllr H Oldfield proposed, Cllr T Timms seconded the motion and the Council **RESOLVED** (unanimous) to spend £4,987 to pay for repairs arising from Hurricane Doris and improvements. Some of the costs of repairs (not improvements) are covered by insurance (Approximately £1,750).
- 7) **Windmill Project Manager.** Cllr H Oldfield proposed, Cllr J Reeve seconded the motion and the Council **RESOLVED** (unanimous) to spend £15,000 on a named project manager for the redevelopment of the sport and leisure area at the Windmill Centre site. Cost was not the only consideration when making the decision on which contractor to appoint - the selected contractor had previous relevant experience and was considered to offer the best value. The fees for the PM are included in the £100,000 shown against Windmill play areas in the Major Expenditure Plan.
- 8) **Holly Tree Club.** Cllr S O'Neill proposed and Cllr T Timms seconded the motion that the PC grant the Holly Tree Club £100,000 to refurbish the building. Cllr H Oldfield proposed an amendment that the PC should give the Holly Tree Club £50,000 instead of £100,000. Cllr M Squires seconded the motion but the motion fell when it was voted upon (four votes for, and seven against). The original motion was then taken and the Council **RESOLVED** (seven votes for, two against and two abstentions) that £100,000 be given to the Holy Tree Club under S19 of the 1976 Miscellaneous Provisions Act. The Holly Tree Committee and F&GP will liaise and agree a document that details how the money will be drawn down. Thanks, were passed to a quantity surveyor who offered their services for free. It was noted that the £7,500 previously agreed by the Council for spend on the quantity surveyor was no longer required now that the £100,000 had been agreed.

District Cllr B Williams left the meeting at this point.

- 9) **Possible second steward.** As this was a staff matter it was discussed under the confidential session.

	<p>10) Extra hours for the clerk. These are to prepare for the General Data Protection Regulations and to scan old minutes prior to despatch to the County Records Office. As this was a staff matter it was discussed under the confidential session.</p> <p>11) Contribution to the Deddington Festival. Cllr H Oldfield proposed, Cllr J Finnigan seconded the motion and the Council RESOLVED (ten votes for and one abstention) that the PC will make a contribution of £85 under s137 to cover the cost of the road closure as a contribution to the festival. Cllr J Finnigan left the meeting at this point.</p> <p>12) Nursery School PFSU. Cllr H Oldfield proposed, Cllr J Watts seconded the motion and the Council RESOLVED (nine votes for and one abstention) that the Nursery is given £6,763.70 under s137 to cover the cost of portable educational equipment as detailed in its grant application.</p> <p>13) Data Protection Regulations. Cllr M Cox proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (unanimous) that the PC employ an OALC approved Data Protection Officer at a cost of £150. Cllr J Finnigan re-joined the meeting at this point.</p> <p>14) PC Windmill Storage. Cllr H Oldfield proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) that the PC accept the new cupboard space offered to the PC at the Windmill. The PC will move the items that are currently stored in the corner cupboard into it.</p> <p>15) Welford's Piece Bin. Cllr D Rogers proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) that the PC will spend £360 to replace the bin at Welford's Piece.</p>																																													
50/18	The Invoices for Payment. The Council RESOLVED (unanimous) that the invoices listed for payment on 21 March 2018, totalling £135,741.93 were approved for payment, including the £85,000 transfer into Skipton Building Society.																																													
51/18	<p>Report upon the investment of the Parish Council's Funds as at 28 February 2018.</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>407,630.43</td> <td>0.1%</td> <td>Current</td> <td></td> </tr> <tr> <td>Nationwide</td> <td>132,899.92</td> <td>0.75%</td> <td>1 Yr Fixed</td> <td>Mid Nov 2018</td> </tr> <tr> <td>Nationwide</td> <td>82,103.54</td> <td>0.75%</td> <td>1 Yr Fixed</td> <td>Mid July 2018</td> </tr> <tr> <td>Hampshire TB</td> <td>77,449.88</td> <td>1.3%</td> <td>1 Yr Fixed</td> <td>Mid Dec 2018</td> </tr> <tr> <td>Cambridge & Counties Bank</td> <td>85,000.00</td> <td>1.1%</td> <td>1 Yr Fixed</td> <td>Early April 2018</td> </tr> <tr> <td>United Trust</td> <td>85,000.00</td> <td>1.35%</td> <td>1 Yr Fixed</td> <td>Mid-April 2018</td> </tr> <tr> <td>Total</td> <td>872,599.32</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Account	Balance	Interest	Notice	Valid Until	Imprest	2,515.55	0.1%	Imprest		Current	407,630.43	0.1%	Current		Nationwide	132,899.92	0.75%	1 Yr Fixed	Mid Nov 2018	Nationwide	82,103.54	0.75%	1 Yr Fixed	Mid July 2018	Hampshire TB	77,449.88	1.3%	1 Yr Fixed	Mid Dec 2018	Cambridge & Counties Bank	85,000.00	1.1%	1 Yr Fixed	Early April 2018	United Trust	85,000.00	1.35%	1 Yr Fixed	Mid-April 2018	Total	872,599.32			
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52/18	Possible contribution to the Deddington Festival – Cllr H Oldfield. See F&GP (11)																																													
53/18	Grant Application for £100,000 under s19 of the Local Government (Miscellaneous Provisions) Act 1976 – The Holly Tree Club Refurbishment. See F&GP (8)																																													
54/18	Grant Application for £80,000 – Windmill Community Centre Roof. Agenda item for April 2018.																																													
55/18	Grant Application for £5,000 – Windmill Community Centre Car Park. See F&GP (5)																																													
56/18	Grant Application for £6,848.70 – Deddington Nursery School. See F&GP (12)																																													
57/18	<p>Environment and Recreation Report:</p> <ol style="list-style-type: none"> Hempton footpath behind the Methodist Chapel. Cllr J Watts and Clerk to complete the forms. Play area work. Wimborn Close installation finished but some snagging is required. RoSPA inspections and annual report. Cllr J Watts proposed, Cllr M Cox seconded the motion and Council RESOLVED (unanimous) to bring forward RoSPA inspection so that it is done at the same time as the post installation inspections of the play areas at Welford's Piece and Wimborn Close at a total cost of £400+VAT. Existing AWC. Cllr J Watts proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) to spend £145 on the removal and disposal of the old youth shelter, including the concrete base by the AWC centre. Cllr J Watts proposed, Cllr M Squires seconded the motion and the council RESOLVED (unanimous) that £380 + VAT be spent on scrub clearance at Welford's Piece. Parish Spring Clean. To be rescheduled to this Sunday 25 March. Cllr J Watts proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) that sixteen litter pickers are purchased as cost of £51.96. Snow Wardens. Well done and thank you to all who helped. The Clerk will check when the grit bins are to be restocked. Italian Market. Letter asking for a market in 2018. The Clerk will respond asking them to consider 2019. Deddington Primary School PTA Easter Treasure Hunt. Cllr J Watts proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (unanimous) use of the Castle Grounds under the same conditions as the Four Farms Challenge (insurance, risk assessment, etc). 																																													
58/18	<p>Changing Opening Times for Deddington Library – Cllr S O'Neill.</p> <p>A consultation is to take place about amending the opening hours of the library so that on Monday it will be open from 2-7pm and Thursday 1-5pm. The library will continue to open the same number of hours per week but only one evening which better ties in with the library usage. Cllr D Rogers proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) that it supports the proposed changes.</p>																																													

59/18	<p>Highways and Transport report:</p> <p>a) New St Bus stop near Barracks. Mail from resident suggest hard standing paving slabs. The WG met and felt the slabs could become embedded and become a trip hazard. Also, given that the bus cannot always stop exactly at the bus stop a few slabs would not be enough. Completely covering the area is not possible due to a manhole and utilities beneath the soil. Alternatively, laying even a small area of hard surface may encourage parking, and then become a trip hazard when again embedded and potentially block the bus stop area completely and thus interfere with disembarking passengers and buggies. Once weather improves the WG may look into relaying the existing surface with OCC's permission. The Clerk will update the resident of the outcome.</p> <p>b) Speed awareness and 20mph signs. Cllrs M Squires and J Watts to investigate.</p> <p>c) County Cllr A Fatemian. Unfortunately, as County Cllr A Fatemian was not at the meeting no update could be given on the following issues; Pinch point, Hempton Road Street Light, St Thomas Street Trip Hazard – Pear Tree, and Unsuitable for HGV signs Philcote St/ Hopcraft Lane/St Thomas St. weight restriction signs.</p> <p>Transport. None.</p>
60/18	<p>Neighbourhood Plan Working Group update: Cllr A Collins asked that the PC note his intention to propose that a procedure is put in place to review the NP on a regular basis (probably every four years to tie in with newly elected councillors). This will be an Agenda Item for new for new council (May 2018).</p>
61/18	<p>Large Scale Development Working Group Report:</p> <p>David Wilson Road Works. Assurances have been given that all works will be made by 6 April. Concern was raised that the Toucan crossing had no direct wiring to the traffic lights but it is believed that a duct will be installed under the footpath to ensure connectivity. There is still plenty of works to be done; 30mph signs to be moved, toucan crossing, footpath, cycle path, widening of splay access to development, widening of path on the east side and road markings including dragon's teeth.</p> <p>Mobile Phone Coverage. Cllr H Oldfield proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) that the proposed letter be sent to 3G, EE, 02 and Vodaphone regarding issues of poor mobile coverage in the parish.</p>
62/18	<p>Update from Parish Council Representatives</p> <p>Holly Tree Club. Cllr S O'Neill as a trustee of the HTC thanked the PC for the £100,000 grant.</p>
63/18	<p>Battle's Over. Sunday 11 November 2018 - Chair. Cllr's were asked to forward the Chair any suggestions of how the parish might commemorate 100 years since the end of WWI. The Bell ringers will ring the bells at 7:05pm.</p>
64/18	<p>Correspondence: None</p>
65/18	<p>Any Other Points - No decisions can be taken under this agenda item:</p> <p>S106. A response has been received from Howard Cox (OCC) confirming that £24,000 would be made available to the library and £12,000 towards bus stops. No decision has yet been made about whether £25,000 will be allocated to the Thursday Club. The PC can see no reason why the monies should not be given, particularly in light of the fact that the original proposed recipient of the funds is known to be closing down. The PC will write to Victoria Prentis MP, County Cllr Ian Hudspeth and County Cllr A Fatemian to ask for their assistance in lobbying for the Thursday Club.</p>
66/18	<p>Next Meeting: The next meeting of the Parish Council will take place on Wednesday 18 April 2018 at 7.30pm in the Holly Tree Club, Deddington.</p>
67/18	<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).</p>
68/18	<p>Staff Matters – Chair</p> <p>(i) Second Steward: The Council agreed the following: Not to employ the candidate at his requested rate. That the PC will re-advertise the second stewards job as before. That the PC will ask the candidate who has applied to assist, if there is a job that the steward can't do, as a self-employed person and invoice the Council for this work at a rate of £10 per hour.</p> <p>(ii) Additional Hours for the Clerk: Regarding the additional, one-off hours for the Clerk the Council agreed the following: That John and Terry will help the Clerk move things to the new cupboard That Jonathan, Jo and David will shred any documents that the Clerk sorts out for shredding. That we pay the Clerk 21 hours extra for: Clearing old e-mails and data protection, for mass shredding (clerk sorts, volunteers feed the shredder, move the filing cabinets and assist) and scanning the old minutes and taking the originals to the OCC County archive in Oxford.</p>
	<p>The meeting closed at 21.50.</p>