

## DEDDINGTON PARISH COUNCIL

Minutes of a Meeting held at the Town Hall, Deddington on  
Wednesday 17 May 2006 commencing at 7.45pm

**Present: Cllrs Flux, Todd, Wood, Watts, Mrs Spencer, Collins, Squires,  
Rollason, County Cllr Jelf, Lorraine Watling (Clerk).**

66/06.	<p><b><u>Apologies for Absence</u></b></p> <p>District Cllr O’Sullivan,</p>
67/06	<p><b><u>Introduction to the New Rural Sergeant and Police Constable</u></b></p> <p>Cllr Flux introduced the new rural neighborhood Sergeant for the Banbury area – Dave Hibbert, and the new PC for the Southern area of the district - Phil Morris. Sergeant Hibbert informed the meeting about his background, outlined his role and that of PC Morris and left copies of a leaflet entitled ‘Thames Valley Police – Your Guide to Neighborhood Policing’.</p>
68/06	<p><b><u>Election of Chairman and Vice Chairman</u></b></p> <p>Cllr Rollason nominated Cllr Squires to be Chairman. Cllr Mrs Spencer seconded this nomination. Cllr Todd nominated Cllr Flux to be Chairman. Cllr Wood seconded this nomination.</p> <p>A vote was taken on a show of hands - <b>5 votes went to Cllr Squires and 3 to Cllr Flux. Cllr Squires therefore became Chairman.</b> He thanked Cllr Flux for his work for the Council whilst Chairman. Cllr Squires also said that as there are still 6 Cllrs to be co-opted to the Parish Council he would be willing to stand for re-election as Chairman when the full Council was in place, if required.</p> <p>Cllr Flux thanked all of the Cllrs, the Clerk, the Steward and the Minute Secretary for their help whilst he was Chairman.</p> <p><b>Cllr Squires nominated Cllr Flux as vice-Chairman, this was seconded by Cllr Watts and unanimously approved by the other Cllrs.</b></p>
69/06	<p><b><u>Report on co-option of Councillors</u></b></p> <p><b>10 people expressed a wish to become co-opted to the Parish Council. There are only 8 Cllrs at present therefore the Parish Council needs to co-opt a further 6 or call an election in order to fill all 6 vacancies.</b> If an election is called the likely date for this would be around 3<sup>rd</sup> August 2006, based on the timescales that would apply. It would also involve a cost. Cllr Watts asked whether it would be possible to postpone elections until Sept but Cllrs Flux and Todd considered that this was unlikely due to statutory requirements. Some Cllrs asked whether the vacancies could be filled at the meeting but this idea was rejected for two reasons. Firstly because not all candidates for co-option had been able to attend the meeting. Secondly</p>

	<p>because some of the candidates were unknown to some Cllrs. <b>Deddington News would be happy to include a 100 word summary introducing each candidate</b> in the issue that will come out at the end of June. These introductory summaries were considered to be a good idea even if co-opting was the preferred method of selection. <b>Cllr Flux proposed that a vote be taken to determine the preferred method for filling the current vacancies. This was seconded by Cllr Todd.</b> Out of the 8 elected Cllrs 3 wanted an election, 4 preferred to co-opt and Cllr Squires abstained. <b>Therefore the initial approach will be to try and co-opt the additional Cllrs at the next PC meeting on 21<sup>st</sup> June. All prospective candidates are required to submit a 100 word summary saying who they are and why they wish to join the Council by 12<sup>th</sup> June in order to be considered for co-option. These will be distributed to the Cllrs by the Clerk prior to the meeting. The Clerk will keep CDC informed of developments and Cllr Squires will issue all Cllrs with further clarification about the proposed voting procedure for co-opting.</b></p>
70/06	<p><b><u>Minutes of last meeting.</u></b></p> <p><b>The Minutes of the last meeting held on 19 April 2006 were approved as a correct record.</b> There were no matters arising.</p>
71/06	<p><b><u>Declaration of Interests</u></b></p> <p>There were no declarations of interest.</p>
72/06	<p><b><u>10 Minute Open Forum.</u></b></p> <p>Jo Valentine spoke regarding a recent planning application submitted for Cromwell House, Deddington.</p>
73/06	<p><b><u>Environment and Recreation Group</u></b></p> <p>Cllr Squires reported as follows:</p> <p>(a) <b>Village Clean up.</b> The village clean will take place on 10 June. People will be asked to meet at the Town Hall at 10.00. The parish will be divided into sections, with each councillor being responsible for one area. Cllr Squires asked Cllrs to confirm their availability to participate. Cllrs Flux, Wood and Todd are unavailable to assist on that date. Cllr Watts suggested that people interested in being co-opted to the Parish Council be invited to help as well. <b>Cllr Watts will ask the Boys Brigade, Scouts and Cubs to participate. Cllr Rollason will ask the Deddington Colts to participate and Cllr Squires will ask the Guide, Brownies and Youth Club. The Clerk will contact other Deddington groups for whom we have emails to participate as well.</b></p> <p>(b) <b>Litter Control.</b> The possibility of extra litter bins was discussed particularly for the Windmill Community Centre, outside the Co-op</p>

	<p>and the ‘cinder’ area on the Clifton Road that is used as an informal lay by. The possibility of sponsorship was discussed. <b>Cllr Collins will approach the Clifton Residents Association for a contribution towards the cost of the Clifton bin.</b></p> <p>(c) <b>Youth Projects.</b> Following the Youth presentation made to the Annual Parish Meeting the E&amp;R Group suggested a variety of possible actions and asked Cllrs for their views. Cllr Todd said that before a decision could be made the working group should present some specific proposals that included costings. Cllr Flux suggested that the first priority should be to ensure the survival of the Youth Club and mentioned that in the past a grant had been made by the Parish Council to cover the cost of the youth workers but this had not been paid last year as it was deemed that the club had sufficient funds. Cllr Flux suggested that the current position be reviewed. This idea was supported by other Cllrs. <b>Cllr Wood reported that a £500 grant towards equipment for the Youth Club had already been agreed in principle (but must be confirmed) and that he would attend the next meeting of the Youth Club in order to clarify a few points about their application. Cllr Collins suggested that the Youth Club be approached for their suggestions as to what would be of interest/benefit to the young people of Deddington. Cllr Squires will do this.</b> It was noted that only 22 people responded to the Parish Plan Youth Questionnaire.</p> <p>(d) <b>Charter Housing.</b> It was still not clear who should be contacted about the potential Charter Housing Grant due to change in personnel but Cllr Flux said that he was keeping a watching brief and would inform the meeting once this was known.</p> <p>(e) <b>Grass Cutting.</b> Cllr Mrs Spencer and the Clerk met Thomas Fox at the Castle Grounds to discuss the options for grass cutting this area. Mr Fox subsequently presented a written quote for several scenarios. Cllr Mrs Spencer will present this at the next E&amp;R meeting for discussion. Cllr Squires also met with T Clinch.</p> <p>(f) <b>Fun Fair.</b> Mr Hatwell had telephoned the Clerk and requested that the Fun Fair be held in Deddington 16-18 November 2006, but no written request had yet been received. <b>The Clerk will send Mr Hatwell a copy of Cllr Putland’s report about last years’ event and ask him to confirm that he wants to bring the fair this year.</b></p> <p>(g) <b>Wychward House Tree Pollarding.</b> <b>The clerk will contact Highways to get an update on the situation.</b></p> <p>(h) <b>Chillout Fund.</b> Cllr Jelf reminded the E&amp;R group that the Parish Council must move quickly if they want to apply for funds because a lot of applications had already been achieved.</p>
74/06	<p><b><u>Parish Plan</u></b></p> <p>Cllr Squires reported that no progress had been made but hoped that something would be done within the next week.</p>

75/06

**Highways Group**

- (a) **Policy.** Cllr Wood notified the meeting that OCC will no longer pay for car parks etc. Cllr Jelf explained that this was due to Government cut backs. There is no longer a requirement to put up a sign by double yellow lines.
- (b). **Earls Lane.** The clerk had contacted OCC regarding the condition of Earls Lane. OCC had responded and said that they could do nothing. They also noted that problems arose every market day. Cllr Rollason mentioned that nothing had been done about the signing issues for the school. **The Clerk will follow this up with Highways.**
- (c). **Wheelie Bins.** Cllr Todd reported that a lot of residents were leaving their wheelie bins on the pavement/road by residents for days after the bins had been emptied. He asked if DN could remind people to bring them in after they have been emptied. He also asked whether it was possible for CDC to add a line to that effect on the notification of date changes information that is left for residents when there is a Bank Holiday. **The Clerk will ask CDC if this is possible.**
- (d). **Road Safety.** A Road Safety pamphlet has been received.
- (e). **Other Matters.** It was suggested that weed killing might be a good idea along the Clifton Road as it would help to clear the cinder path.

76/06

**Report from Planning Working Group**

Cllr Todd reported as follows:

- (a). **06/00691/F Land to the rear of The Chestnuts, Clifton.** Erection of No.1 dwelling. The only comment was that in the materials section where it said 'nat stone' it was assumed that this means 'natural stone'. **No objection.**
- (b). **06/00303/LB Monks Court, Deddington.** External and internal alterations including new internal stone pier to create opening, repairs to west facing external walls & rebuild inner skin of external wall at window spandrel panel (bedrooms 2,3 & 4). **CDC will approve, no comments needed.**
- (c). **06/00620/F Stoneleigh, Victoria Terrace, Deddington.** Two storey rear extension. Renovation of existing flats. The PC feel thinks that this application will cause problems for Deddington Health Centre mainly because the consulting rooms will be overlooked and there will be a loss of light. Because the building will be brought much closer to the Health Centre, this may represent an overdevelopment of the site. If CDC decided to approve this application they should ask for obscure glass to be fitted if possible. **Objection.**
- (d). **06/00818/TCA Castle Barns, Castle Street, Deddington.** Fell Sycamore. **No objection.**
- (e). **06/00713/F 43 St Johns Way Hempton.** Garage conversion with extension over. **No objection**

	<p>(f). <b>06/00743/F 1 Victoria Terrace, Main Street, Clifton.</b> Single storey side/rear extension. <b>No objection unless comments are received from adjoining neighbours.</b></p> <p>(g). <b>06/00614/F Tithe End, Tithe Lane, Clifton.</b> Convert existing garage to playroom with first floor extension over. New detached garage (as amended by plans received 04/05/06 &amp; received 09/05/06 with agent's letter dated 08/05/06). It was noted that there is a change to one of the windows – it has been made larger in the extension and the garage has two velux windows on the south side instead of one window to the front and a door to the south elevation. <b>No objection.</b></p> <p>(h). A list of approvals since the last meeting was read out. It was noted that the Cromwell House planning application had been withdrawn and that an appeal had been submitted by the Bengal Spice restaurant in Hudson Street.</p>
77/06	<p><b><u>Finance and General Purposes Group.</u></b></p> <p>Cllr Wood presented a financial report</p> <p>a) <b>Cash Flow.</b> The draft end of year cash flow figures showed that we had reconciled the bank and knew where we were financially. It was noted that included under 'Admin' is some expenditure that is recharged to the Windmill Community Centre. The forecasts that had been estimated were generally correct.</p> <p>b) <b>Annual Accounts.</b> Cllr Wood hopes to present the draft Annual Accounts at the next meeting.</p> <p>c) <b>Youth Club.</b> The application for funds still needs further clarification so Cllr Wood is going to try and help them get this sorted out.</p> <p>d) <b>Interest Rates.</b> The return on the account with the Alliance and Leicester Building Society is down to only 2.6%. It was therefore proposed that £200k be transferred to a bond account with Birmingham Mid Shires that will pay 5.16% if it is left in the bank for 2 years. This was agreed by the meeting. The account requires two signatures out of a total of four nominees. The nominated signatories will be Mr A.F.F Flux, Mr B.W Wood, Mr M Squires and Ms L.M Watling. <b>The Clerk will contact the Charity Aid Foundation to check that we are able to invest in bond accounts and request an application pack.</b></p> <p>e) <b>Town Hall.</b> The lease has expired but been extended. Discussions have been held with Deddington Charity Estates. DCE has obtained written advice from an expert surveyor. The Parish Council has had verbal advice from an expert surveyor. However there are still issues that need resolving relating to the items included in a repair lease. Deddington Charity Estates have taken legal advice and instructed their solicitors therefore the Parish Council may reluctantly have to do the same. The meeting agreed that money be approved for this if required, although it was noted that Cllrs Flux and Wood are still trying to reach agreement and thus avoid such action becoming</p>

	<p>necessary. A small budget of £500 was approved for initial surveys/legal advice. Cllr Collins said that he was still unsure about the parameters involved so Cllr Flux reminded everybody that there was a complete file of information in the Clerks office available to Cllrs. He added that the costs would be between £4k (our estimate) and £12k (our estimate of their survey information) although the upper limit could well be higher if further problems were discovered during the work. There would also be legal costs in addition to this. Cllr Wood said that he would not recommend that the Parish Council sign up to a further repairing lease on the Town Hall. Cllr Collins asked whether representatives of Deddington Charity Estates should be invited to present their case at the next meeting. However it was generally felt that it was better for a limited number of people to be involved in the negotiations on behalf of the two parties. Cllr Rollason reminded the meeting that the council had mandated Cllrs Flux and Wood to act on its behalf and so it was best to let them do so.</p> <p>f) <b>Audit.</b> Some correspondence has been received from the auditors.</p>																								
78/06	<p><b><u>Invoices</u></b></p> <p>A schedule of invoices totalling £7,187.82 was tabled, a copy of which is filed with these minutes, and was approved for payment.</p>																								
79/06	<p><b><u>Investment of Councils Funds</u></b></p> <p>At the close of business on 17 May 2006 the balances were as follows:</p> <table border="1" data-bbox="355 1261 1347 1554"> <thead> <tr> <th>ACCOUNT</th> <th>BALANCE</th> <th>INTEREST</th> <th>NOTICE</th> </tr> </thead> <tbody> <tr> <td>Imprest</td> <td>302.06</td> <td>.1%</td> <td></td> </tr> <tr> <td>Current</td> <td>16,018.91</td> <td>.1%</td> <td></td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>298,709.76</td> <td>4.45%</td> <td>Overnight</td> </tr> <tr> <td>Alliance &amp; Leicester</td> <td>253,917.87</td> <td>2.6%</td> <td>30 Days Notice</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>568,948.60</b></td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Imprest	302.06	.1%		Current	16,018.91	.1%		W. Bromwich Building Soc.	298,709.76	4.45%	Overnight	Alliance & Leicester	253,917.87	2.6%	30 Days Notice	<b>TOTAL</b>	<b>568,948.60</b>		
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80/06	<p><b><u>Correspondence</u></b></p> <p>A list of correspondence since the last meeting was circulated.</p>																								
81/06	<p><b><u>AOB</u></b></p> <p>(a). <b>Minute Secretary.</b> Although Deddington News had included the vacancy for a Minute Secretary there had been no response, therefore DN will re-advertise this position for the Parish Council.</p> <p>(b). <b>Working Groups.</b> The working groups will generally stay as they are until the next meeting, but Cllr Flux offered to join the Highways group as it</p>																								

	<p>was currently down to one member.</p> <p><b>(c ). Planning for the future.</b> Cllr Watts suggested that after the new councillors have been co-opted the parish plan should be studied so that a plan for the future could be developed.</p>
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82/06	<p><b><u>Next Meeting</u></b></p> <p>The next meeting will take place on Wednesday 21 June at 7.45pm at the Town Hall, Deddington.</p>
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