

DEDDINGTON PARISH COUNCIL

Minutes of a Meeting held at the Windmill Community Centre, Deddington on
Wednesday 18 May 2011 at 7.30pm

Present: Cllrs Flux (Chair) Bliss, Collins, Cox, Day, Finnigan, McDowell, Oldfield, Rudge, Squires, Ward, Watts, and Williams.

77/11	Apologies: Cllr Wood, County Cllr Jelf and District Cllr O'Sullivan.
78/11	Clerk Assumes the Chair Election of Chairman and Vice Chairman The Clerk requested nominations for the position of Chair. Cllr Collins proposed Cllr Flux for Chairman and this motion was seconded by Cllr Rudge. Cllr Squires proposed Cllr McDowell and this motion was seconded by Cllr Oldfield. Cllr Squires proposed that the ballot be in secret and the council agreed to this request. Cllr Collins reminded the Cllrs that it had previously been agreed that in the result of a contested election the candidates should give a short presentation of why they feel they would be a suitable candidate for the role. The candidates therefore made brief statements in support of their applications to become Chairman of Deddington Parish Council. The secret ballot was then undertaken and Cllr Flux was re-appointed as Chairman. He thanked the council for electing him and also thanked Cllr McDowell for standing. He then asked for nominations for Vice Chair. Cllr Day nominated Cllr Collins and Cllr Williams seconded this proposal. No other nominations were received and therefore Cllr Collins was duly appointed as Vice Chairman. Working Groups Structure and Membership for 2011-05-17 Cllr Flux suggested that the working groups stay as they are until the next PC meeting and this was agreed by the council. Cllr Watts informed the PC that he would be standing down as the PC representative on the School Governors in September 2011. Cllr Flux said that the representative did not necessarily have to be a Cllr. Cllr Squires suggested that it made reporting back easier if the governor was a Cllr. Cllr Rudge asked if the representative had to have children at the school. Cllr Watts said it would be ideal if it were someone around during the daytime that could devote time to the children in weekday activities such as reading. Cllr Flux also reminded the PC that he wished to stand down from OALC, which holds meeting every two- three months and asked that individual Cllrs consider whether they could take over this role. Attendance records for 2010/11 The Clerk then ran through the attendance record for the previous year. Some Cllrs had left or joined mid year and therefore this was based upon the number of meetings which it was possible for them to attend throughout the year. Cllrs Anderson, Collins, Flux, Cox and Ince had 100% attendance records. The other Cllrs attendance was as follows: Cllr Rudge 10 out of 11, Cllr Squires 8 out of 11, Geoff Todd 8 out of 9, Heather Ward 8 out of 11, Jonathan Watts 10 out of 11, Bryn Williams 8 out of 9, John Finnigan 6 out of 11, Helen Oldfield 9 out of 10, John Day 8 out of 11, Brian Wood 4 out of 6, Steve McDowell 5 out of 8, Aaron Bliss 1 out of 2.
79/11	Minutes of the last meeting: Cllr Flux signed the minutes as a true record.
80/11	Declaration of Interests: None
81/11	Matters Arising not referred to later on the Agenda. None
82/11	10 Minute Open Forum: Gemma Petty and Hannah Ward, friends of Eddie Lynch addressed the council and proposed a memorial bench in Castle Grounds in memory of Eddie. They, and Eddie's family, would like a 2.4metre Oxford Memorial Bench (details of which were passed to the Clerk) installed on the mound at the Castle Grounds. The PC informed that this would be unlikely to be agreed to by English Heritage but agreed to write and ask. The bench fixings were discussed. Gemma will liaise with Cllr Rudge regarding the options available. Cllr Collins will also liaise with Gemma regarding an alternative position if English Heritage does not allow the bench to be sited on the mound. It was unanimously agreed that a bench be allowed at the Castle grounds.
83/11	County and District Councillors update: Cllr Flux informed the PC that both County Cllr Jelf and District Cllr O'Sullivan are currently unwell. He expressed the PC's wishes for a full recovery for them both. It was decided that a card of good wishes be sent to District Cllr O'Sullivan. The Clerk notified the PC that Cllr Ian Hudspeth had lost his OCC cabinet seat.
84/11	Planning Working Group (PWG): Applications 11/0071/TCA Deddington Manor New Street Remove / Make safe 1 x Oak Tree on the grounds of safety. Recommendation: that a site visit, by a CDC tree officer, takes place if it possible to make the tree safe it should remain, if not that the owners are requested to replace the tree with a new Oak 11/00547/LB & 11/00546/F ivy Cottage 3 St Thomas Street Deddington Removal of single storey lean-to and conservatory at rear and replace with two storey and side lean-to extension. Removal of brick garden store and erection replacement garden store. No objection with conditions covering the use of matching and appropriate materials 11/00612F 10 St Johns Way Hempton Proposed rear single storey extension and garage conversion including new pitched roof to existing flat roofed area. No objection with the provision of the suggested extra parking spaces to be a condition of any approval and that these spaces and the driveway be laid with a permeable material.

	<p>Appeals None</p> <p>Approvals 11/00350/F & 11/00349/LB Castle Barns Castle Street Deddington</p> <p>Other Business A Large Oak tree has been cut down on edge of village on road to Banbury. Concern was raised that no permission has been sought and questioned if this is in conservation area. PWG recommends notifying the conservation officer to investigate. A note will be drafted by Cllr Day for the Clerk to send to OCC</p> <p>Trees on the Greens in the Market Place. OCC have agreed to keep a close eye on the trees particular the Oak. This has recently sprouted up after looking very unhealthy with one dead branch. They will replace the tree if it is deemed necessary.</p>
85/11	<p>Finance & General Purposes:</p> <ol style="list-style-type: none"> Cash Flow to end of April: Precept receipt of £17,505 and payments for solar panels. 2010-2011 accounts: The external auditor BDO has granted the Council a time extension to the submission date for the annual return. The accounts will be circulated before the June PC meeting and Cllrs were asked to send any queries to the Clerk prior to the meeting so that the accounts can be approved at the June meeting. AON. The insurance quote from AON was approved for this year. The Town Hall has been removed from the cover. The cricket club has asked that their pavilion still be insured through the PC and cross charged to them. Next year alternative quotes for the insurance cover will be sought. OCC Grass cutting grant: This has been confirmed as £4,403 (the same as last year) Barclays: The new mandate has been established. Financial Regulations, Investment Strategy and Risk Assessment. These documents need reviewing and confirming periodically to confirm that they are still appropriate. The F&GP have looked at them and recommend that they are formally approved at the June meeting. Cllrs can obtain copies from the Clerk if required. Tech Surfaces quote for AWC. An extra treatment was quoted for which was decided to be unnecessary. The Stewards will be asked to do more routine sweeps. Town Hall Cllrs Flux and Wood attended a meeting with George Fenemore and John Day (acting as feoffee of DCE). DCE asked that payment be made to meet the PC decorating responsibility at the end of the lease with the Town Hall. The original quotations are to be retrieved and if necessary new ones sought in order to reach a satisfactory agreement. Stewards. The Clerk is to obtain advice from NALC. Solar Panels: Cllr Day asked whether the feed-in tariff had been confirmed. Cllr Flux informed him that the request had been submitted along with the dated certificate. Cllr Squires advised that the certificate was critical in getting the agreed feed in tariff. He queried whether there should be a protective fence for the Solar Panels but following discussion this was deemed to be unnecessary. Cllr Finnigan asked whether the PC insurance cover had been increased given the high capital outlay. Cllr Flux said that the solar panels are included in the WMC insurance.
86/11	<p>Environment & Recreation:</p> <ol style="list-style-type: none"> Deddington On-Air - Cllr Ward has attended two meetings with regard to setting up a company, registered charity and providing an on-going, self funding and sustainable resource to the village. Further meeting to establish aims, objectives and appointment of trustees pm of 18 May. Deddington OnLine – have started to edit PC pages and bring them up to date. Need to decide whether we want to use the Facebook (FB) pages to stimulate debate on various issues, and if so what should be the methodology for determining what content should be published and when etc. Cllr Ward is now able to author posts on the Deddington on-line FB page. It was decided that the council needs to decide a policy for what it wants to be put on any such pages. It was agreed that Cllrs Bliss, Oldfield and Ward will meet to consider what might be appropriate content and come back to PC with their recommended protocol/policy. Cllr Flux pointed out that some of the elderly residents were not on FB. Cllr Ward said that the On-Air group were looking into the social inclusion of the elderly. Deddington Town Colts – Cllr Ward gave the PC a summary of next year's squads and home locations. To summarise: 16 squads across 8 pitches; In Deddington: 4 squads across 3 pitches. The Club is continuing to grow, but additional squads are continuing to be homed out of the Parish. Clifton Play Area: Cllr Ward has with the help of the school given questionnaires to the children of Clifton to canvass views and opinions regarding play facilities in Clifton. Cllr Ward will inform PC of her findings at the next meeting after more of the surveys have been returned. The few responses received to date indicate that there was potential for more to be done at the play area. Goal Posts: The goal post area need re-seeding. Cllr Ward will liaise with the cricket club to agree a way forward. <p>Environment</p> <ol style="list-style-type: none"> School: Cllr Rudge has contacted the Fire Service for their help in installing swift boxes. Chris Fenemore and colleague have undertaken risk assessments and agreed to help, pending approval from HQ. The Farmers' market has expressed interest in funding the school boxes, Cllr Rudge will see if Chris Mason's source will fund the Windmill instead. The Banbury Guardian to be asked to report on the fire service help. Cemetery wildflower patch: Cllr Rudge will attend a propagation workshop in July that costs £35. Cllr Day proposed that the PC pays for this course and this was unanimously agreed.

	<ol style="list-style-type: none"> 3. New St. verge: As agreed has not been cut, Cllr Rudge is monitoring the flowers that grow but has not spotted anything outstanding as yet. This small verge will need to be cut in July so the Clerk will notify the grass cutting contractors. 4. OCV: The Clerk has booked OCV for 25 September to undertake some hedge work at Welford's Piece in Clifton. The purchase of 30 bare-rooted plants at approx £1 each was approved by the council. Cllr Rudge is away and has asked Cllr Collins to co-ordinate and liaise with OCV if possible. 5. Pond Surveys: ONCF in partnership with Oxon Amphibian and Reptile Group and BBOWT are organising training sessions. Cllr Rudge hopes to attend and has forwarded the info to the school. The first meeting will be on Friday evening 20 May. 6. Windmill Copse: Cllr Rudge queried who owned the copse behind the Windmill Centre as she would like to identify the trees that were planted when it was established. She has contacted the Forestry Commission who will send an officer, Roger Payne, to inspect and advise on content and management. The Clerk reported that the Forestry Commission has provided a small annual grant for a couple of years. The Clerk, Chairman and Cllr Rudge will attempt to confirm ownership. 7. Town Hall hanging baskets: Watering arrangements. Cllr Finnegan to co-ordinate/liase with DCE. 8. Cherwell Liaison Meeting. Cllr Collins, Cox and Rudge will attend this meeting on 8th June 2011. 9. Planters. Cllr Finnigan informed the PC that Richard (Steward) has planted flowers in the parish planters.
87/11	<p>Highways</p> <ol style="list-style-type: none"> 1. Post Box Siting: The Site meeting with Paul Wilson and Cllrs Cox and Oldfield has not happened. Cllr Cox has contacted Bob Adams about this matter. 2. Speeding: Deddington SID postponed due to illness on Wednesday but the Thursday and Friday SID's went ahead as planned. No results available as yet. A new member has been recruited. The volunteer list has been updated and passed to TVP. 3. Real Time Bus Display: No longer of PC concern being attached to the Town Hall. DCE to follow up. 4. Drain by Post box blocked: To be shown to Paul Wilson during site visit. 5. Market Place & Church Street verges. DPC to seek OCC permission for Church Street verge and the posts for the southern green in the Market Place. The posts £50 each. Cllr Collins to inform Clerk of proposed locations of the posts. 6. Hudson Street Traffic: Christopher Farman to be lent the speed gun after use in Clifton. 7. Traffic lights from Hempton Road. The new crossing has still to be installed, to be chased at the site meeting. 8. Garden sacrifice. Offered outside Manor Farm to aid pedestrian safety. A meeting with the resident will be sought after the current work has been completed. The needs to be assessed by Cllrs Cox and Oldfield with Paul Wilson. 9. New Street verge. Cllr Rudge to canvass opinion 10. Pot Holes: Many reported and more to be added to the list. 11. Hopcraft Lane: The brick paving to be replaced by the contractor as the end of the contract. To be monitored. 12. Fatal Accident on Clifton Deddington Road: On 15 April. The PC waits to hear the outcome. The NAG agreed that essential speed management measures would NOT be implemented in the short term in view of local sensibilities. 13. Tree branches are overhanging and blocking the traffic sensor. Cllr Collins to talk to the house owner. 14. Bench Request New Street. Cllr Rudge to send Cllr Collins details of location and type. Permission to be sought from OCC Highways . 15. Memorial Benches in Castle Grounds. Cllr Collins to liaise with Clerk. A letter will be sent to English Heritage requesting permission for memorial benches at Castle Grounds for Betty Hill and Eddie Lynch.
88/11	<p>Update on Town Hall:</p> <p>Cllr Oldfield produced an update on the Town Hall for Cllrs. It was confirmed that the purpose of the DCE is to support the almshouses. The income generated by the Town Hall was not currently enough to cover bills and the cost of structural repairs. The charity must try to secure enough income to fulfil its role and has therefore found tenants to lease the internal Town Hall building. It should be noted that the undercroft is not public property but DCE have agreed to continue to allow its use as a bus shelter/public space. The lighting of the Christmas Tree was discussed without access to an electric source. DCE suggested that the PC might part-fund the installation of an external socket box (costing approximately £445 plus VAT) but this was considered too expensive for the £30 of electricity used per annum. Cllr Finnigan advised that there is already an external socket that has previously been used for this purpose. Cllr Day suggested that the electricity used for lighting the tree should be recharged to the PC and this was agreed. There was further discussion regarding the cleaning and lighting of the undercroft. The PC will, as a gesture of goodwill, continue with the cleaning of the area but this will be reviewed regularly. Cllr Collins asked that the DCE be asked to reinstall a bin under the Town Hall. Cllr Day considered that this was most unlikely to happen as DCE has been advised that it is a fire hazard. It was then suggested that a bin be sited outside of the undercroft on the public area and that Highways should be contacted to discuss. The PC's commitment to fulfilling its lease agreement with the DCE regarding the external redecoration of the Town Hall was discussed. There is a difference between the amount of money sought by DCE from the PC and the original quotes received for the work. Cllrs Wood is retrieving the estimates. The original works quoted for had not</p>

	been undertaken at the DCE request. Cllr Wood will liaise with DCE to agree a mutually agreeable amount that will then be put to PC for approval.																												
89/11	Report upon the Play Areas: The Clerk informed the PC that Richard had painted the wood at the playground areas to the back of the Windmill. He will be asked to rake the bark and notify the clerk if further bark is required for a top up. Any additional bark will require PC approval prior to order.																												
90/11	Invoices for Payment: Schedules of invoices totalling £4,691.24 for May were approved for payment.																												
91/11	<p>Investment of Council Funds At the close of business on 18 May 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>1,357.45</td> <td>0.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Current Acct</td> <td>8,462.55</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>136,655.87</td> <td>1.0%</td> <td>Overnight (inc interest)</td> </tr> <tr> <td>Alliance & 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>TOTAL</td> <td>546,475.87</td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Imprest Acct	1,357.45	0.1%	Imprest	Barclays Current Acct	8,462.55	0.1%	Current	W. Bromwich Building Soc.	136,655.87	1.0%	Overnight (inc interest)	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)	TOTAL	546,475.87		
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92/11	<p>Correspondence. PCC Request to install a disabled parking outside the church. Planning Query – resident given clarity on previous planning application</p>																												
93/11	<p>Another other business: Betty Hill Legacy. Cllr Squires noted that Betty's legacy allowed for any funds left over from the purchase of the Memorial Bench should be used for preserving trees. He suggested that if any funds are available they could be put towards funding some Deddington Apple Trees. Various locations were discussed and will be discussed further if there are any funds remaining after the purchase and installation of the bench. Pegasus Developments. No further meetings have taken place. JRR Tolkien Letters. These have been returned to the Parish Office and will be securely stored. High Quality Scans will be provided for display in the Library. Clifton Meeting. The possibility of holding a PC meeting in Clifton was discussed. Ideally the PC should occasionally meet in this village in addition to Deddington and Hempton. However, the PC is not allowed to hold meetings in licensed premises under the current laws because even though the village lacks another suitable venue, others are available elsewhere in the parish. Cllr Oldfield will work with the Clerk and draft a letter to Eric Pickles MP (copied to Tony Baldry MP and OALC) to see if it is possible to have this condition waived to enable meetings to be held in Clifton. The Clerk pointed out that if a meeting was held in licensed premises without proper permission the decisions and resolutions reached at such a meeting would probably be null and void. A desire to participate in the governments "Big Society" will be sited in the letter to Mr Pickles as a justification for requesting the dispensation relating to the licensed premises.</p>																												
94/11	Next Meeting: The next meeting of the Parish Council will take place on Wednesday 15 June 2011 at 7.30pm in the Holly Tree Club, Deddington.																												