

DEDDINGTON PARISH COUNCIL

Minutes of a Meeting held at the Windmill Community Centre, Deddington on

Wednesday 16 May 2012 at 7.30pm

Present: Cllrs Flux (Chair), Bliss, Collins, Cox, Day, Oldfield, Watts, Williams, Wood and County Cllr Jelf

70/12	<p>Annual Meeting Election of Chairman and signing of Acceptance of Office Prior to standing down as Chair Cllr Flux expressed his thanks for all of the help and support he had received over his years as Chair. He also thanked Jean Rudge, who had resigned from the council with immediate effect due to personal reasons, for all of her hard work. Cllr Flux proposed that Cllr Collins become the new Chairman, and this motion was seconded by Cllr Day. There were no other nominations received. Cllr Collins said that before the Council voted upon his appointment he would like to propose that there are two Vice Chairs to assist him in his role as Chairman. He said that as he worked full time he would need someone available during the day to deal with any issues that need weekday action. The Clerk confirmed that it was legal to have two vice chairmen and the proposal for there to be two Vice Chairs was unanimously agreed to by the council. The proposal that Cllr Collins become Chairman of Deddington Parish Council was then unanimously agreed by the council.</p>
71/12	<p>Election of Vice Chairman and signing of Acceptance of Office. Cllr Watts questioned whether two vice chairmen would create another layer on the working groups. Cllr Collins said that some issues did not fit squarely into one working group or another and that two Vice Chairmen should not create further layers of bureaucracy but would share the work load. Cllr Collins proposed that Cllr Day become one of the two Vice Chairmen. This motion was seconded by Cllr Cox and unanimously agreed by the council. Cllr Flux proposed that Cllr Wood become the second Vice Chairman. This motion was seconded by Cllr Day and unanimously agreed by the council. Cllr Collins thanked Cllr Flux for his long and outstanding service as Chairman and was pleased that he would remain on the council. Cllr Day and other Cllrs reiterated this thanks. The new Chairman also expressed his gratitude to Cllr Jean Rudge for all of her work and said that he was sorry that she had resigned but fully understood her reasons for doing so. He said that she had brought something unique to the council and that the PC had been richer because of her contributions. Cllr Williams and other Cllrs supported this view. Cllr Collins asked that in future he be referred to as the 'Chair' and the council agreed to this request.</p>
72/12	<p>Confirmation of Working Group Structure and Membership for 2012/13. Cllr Collins suggested that the confirmation of the working group structure and membership for 2012/13 be deferred until a later meeting. In the meantime he suggested that they stay as they are but asked for someone to replace him on the Highways and Transport working group. The Clerk noted that Cllr Jean Rudge's departure had created a vacancy on the Environment and Recreation working group. Cllr Collins suggested that the Chairs of the various working groups consider the requirements of each group. The Clerk reminded Cllrs of the current membership of each of the working groups. It was agreed that the Chairs would get together and decide their requirements. It was noted that the Emergency Planning Working Group was no longer required but some out standing tasks needed to be finished off. The Chair requested that Cllr Day's work on Job Descriptions remain the basis for future discussions and that they be re sent to Cllrs before the next meeting.</p>
73/12	<p>Confirmation of Members serving on outside bodies. The councils representation on the following bodies was confirmed: Deddington Charity Estates: Cllr Day and Oldfield Friends of Castle Grounds: Cllr Collins OALC: Cllr Cox School Governors: The Chair to approach Cllr Squires.</p>
74/12	<p>Appointment of Professional Bodies. The council confirmed the following appointments: Internal Auditor - John Suckling is happy to continue. Insurers - to be reviewed at some point during the year in order to confirm that their prices are comparable with others council insurers.</p>
75/12	<p>Standing Orders & Financial Regulation This was reported in the F&GP report that followed.</p>
76/12	<p>Investing Strategy and Risk Assessment for 2012/13 This was reported in the F&GP report that followed.</p>
77/12	<p>Attendance records for 2011/12 The Clerk confirmed that five Cllrs had full attendance for the year 2011-12. They were Cllrs Collins, Flux, Oldfield, Watts and Williams.</p>
78/12	<p>Calendar of meetings for 2012/13. The Clerk will forward the calendar of meetings to May 2013.</p>
79/12	<p>May Monthly Parish Council Meeting Apologies: Apologies for absence were received from Cllrs Finnigan and Ward. Not in Attendance: Cllrs McDowell and Squires</p>

80/12	<p>Minutes of the last meeting: 10 minute open forum. Andrew Green should be referred to as Andrew Green rather Mr Green Cllr Collins then signed minutes of 18 April 2012 as a true record.</p>
81/12	<p>Declaration of Interests: None declared.</p>
82/12	<p>Matters Arising not referred to later on the Agenda. Environmental matters. The council discussed how Cllr Rudge's outstanding work could be continued. The Chair said that he would contact Jean and ask her for suggestions. Under 6's picnic bench. The final price for the picnic bench with a cement base had been more expensive than previously stated and therefore only one could be purchased from the agreed funds. Cllr Day proposed that the PC continue and buy the second bench. After some discussion it was decided it was best to assess usage for a trial period before making a decision to spend further money. It was agreed that the Clerk would monitor usage and report back.</p>
83/12	<p>10 Minute Open Forum: None</p>
84/12	<p>County and District Councillors update: County Cllr Jelf informed the PC that Cllr Ian Hudspeth was now the leader of Oxfordshire County Council and that a majority of the Cllrs had kept their cabinet places. There is now a new member specifically for business.</p>
85/12	<p>Planning Applications 12/00112/TCA - 9 Hopcroft Lane Deddington Reduce height on Leylandii to 3mtr. No objection 12/00475/F - Rushall House Earls Lane Deddington Demolition of garage (retrospective) and erection of a boiler room and loggia. No objection but CDC will be asked that conditions be placed on the use of appropriate materials. 12/00589/F - 9 County View, Clifton Single Storey erection. No objection.</p> <p>Approvals 12/00076/TCA Deddington manor New Street Deddington 12/00266/LB The Old Vicarage Church Street Deddington 12/00215/F Green Court Earls Lane Deddington</p> <p>Refusals 12/00299/F Hempton Lodge Hempton Detached 4 Bed Dwelling with Garage PC objected to this application on the grounds that it is inappropriate back fill development</p> <p>Correspondence Conservation Area Appraisal. CDC has sent through a copy of the Conservation Area Appraisal which will be kept in the Parish Office. Possible Tree Preservation Infringement. Cllr Collins received a report from a resident of suspected removal of a tree subject to a TPO off Chapel Close. The Clerk to advise CDC and ask for an investigation Cllr Collins will provide details of location. The clerk to also ask if there is a list of trees subject to TPO's within the parish.</p> <p><u>Cherwell Local Plan Input from Deddington Parish Council PWG Recommendations</u></p> <ol style="list-style-type: none"> 1. Deddington to remain a category 1 village, Hempton and Clifton to remain category 2 with criteria to match NSCLP 2011 2. Land Close to Castle Grounds: The PC would like to consider appropriate development of a site adjacent to the castle grounds on the basis that some of the land is gifted to the parish providing car parking for up to 50 spaces and suitable changing room facilities to allow for the increased use of the castle grounds for local groups such as Deddington Colts Football Club who are having to play outside the County 3. Land opposite the fire station. Under the terms of NSCLP 2011 a development of the size proposed by Pegasus would not be allowed. The PC believes that this should remain the case. Pegasus will be holding a public event on 18 June at the Holly Tree Club. 4. Any sizeable development in Deddington would require considerable investment in the following areas: Increased primary school capacity, Increased Medical Centre capacity, Improvements to drainage and services, considerable improvements in road safety measures, improved public transport links to Banbury and Bicester, improvements to local footpaths, land for additional cemetery space, shop and car parking (all new development should be car park neutral). 5. OALC Affordable Housing: The PC believes there is a need for some additional affordable housing in the parish but any development needs to bear in mind the above concerns. Our expectation of affordable housing is that it is targeted at providing affordable homes for local residents. 6. Piecemeal Development: The PC would like to have some protection from the ability of developers to develop a site by multiple applications avoiding the need to contribute to local service needs. <p>Cllr Wood said that the plan would also take into account extant planning permission. i.e. agreed planning permission for a development that has yet to take place. It was agreed that the Clerk would send through the contact details to Cllrs Day and Williams to ensure that these recommendations are made to CDC for inclusion in the Local Plan.</p>

86/12	<p>Finance and General Purposes</p> <ol style="list-style-type: none"> 1. Cash Flow. All balanced and agreed. No unusual receipts or payments. 2. Solar panels. The latest reading is 11,000 Kwh. 3. Danwood Copier. The machine is to be changed for a newer model. 4. Deddington Youth Club. PC has paid £500 to the Deddington Youth Club. 5. Town Hall. Arrangements are being made to install a socket with its own meter to provide electricity for the undercroft lighting, the Farmers' Market and the Christmas Tree. 6. Provisional accounts These have been prepared for the year to 31 March 2012. Cllr Wood thanked the Clerk for all her hard work regarding these. The forecast for the year, prepared for the precept decision, was a shortfall of £2,942. The provisional figure for the year is a shortfall of £4,900. Cllr Woods believes that he was too optimistic about the solar income for the winter period (£1,500 below forecast). The annual figure for next year should be achieved. Also, full allowance for the grit, grit bins and spreaders was not made. Major items include £2,499 for work on the pitch and play area at Clifton, £1,556 for the Windmill Centre fence, £5,495 for the AWC regeneration, £3,349 for settling the PWLB loan account, £1,500 for Deddington on Air and £2,500 to DCE in respect of the Town Hall. 7. AWC write off. It was proposed that £714 still owing from WMC for a grant made for AWC should be written off. Cllr Wood stated that, as 90% of takings for bookings of the AWC would be made payable to PC, with the remainder 10% kept to cover admin costs, that over time the written off money would be in part paid for. Cllr Day seconded the proposal which was then agreed to. Cllr Cox asked that the 90% was recorded in writing for the records. 8. Compliance. Cllr Wood proposed that the following documents; Financial Regulations, Annual Investment Strategy, Asset Register, Risk Assessment Statement and Standing Orders be agreed to and endorsed for the forthcoming year. Cllr Day seconded this motion and the council approved this action. 9. Insurance. A renewal notice has been received from Aon at a total premium of £4,050.38 (previously £3,895). The clerk was asked to try and get a quote from Zurich Municipal. Cllr Watts suggested that the PC might contact a broker to get the best deal. He will forward contact details of a suitable person who might be approached to help with this matter. 10. Signatories. Cllr Collins proposed that the signatories on the bank accounts should remain the same. Cllr Day seconded this and it was unanimously agreed.
87/12	<p>Environment & Recreation:</p> <p>Dog Fouling. Cllr Watts expressed concern that dogs are allowed on to the sports pitches. The Chair said that even if the PC banned dogs it would be very difficult to enforce the policy. Cllr Flux agreed that the matter was difficult to monitor and enforce. He suggested people needed to be educated about the problem and that more notices should be put up. The dog warden is the only person with power to do something but the Clerk has had no response to date from the dog warden. Cllr Collins asked that more signs be made available and that the possibility of dispensing bags be considered. The Clerk had previously investigated bag dispensers but these proved to be too expensive and would not hold the bags which CDC distributes to councils. It was agreed that the Minute Secretary print more of the signs used at the Castle Grounds and that these are put up around the Windmill Centre. Cllr Collins will write to a number of people and organisations to ask for their agreement to stock bags for residents to collect. It was suggested that a post box style dispenser might be suitable for installation next to the dog bins, which could house the free Cherwell bags. The Clerk will investigate but feared that people may deposit dog mess in these instead of using the bins.</p>
88/12	<p>Highways and Transport</p> <ol style="list-style-type: none"> 1. Speeding. Proposed dates have been made. NAG now have a SDR that needs a little work, which may need some funding at a level far less than previously pledged. 2. Market Place Green. The post has been ordered and will be chased up by the Clerk. 3. Church Street Verge. HWG to review the interlocking mesh already in the parish. 4. New Street North Bound Bus Stop. The bus company now has this site on a refurbishment list. 5. Traffic Calming: The HWG sought evidence of "gates" performance from OCC officers and has requested that funding is reserved while sites for gates and ancillary installations are investigated. The gates in conjunction with other measures are proven to be essential for the gates to be effective. The Cllrs suggested that measures as seen in Islip, Bletchington, Croughton and Aynho be considered. 6. Clifton Road HGV Breaches: Tony Baldry has responded to the letter sent for support by the Government for measures proposed with the SatNav industry. He has informed Cllr Collins that he has taken it up with the appropriate minister. 7. Clifton Foot Path. Cllr Collins to liaise with County Cllr Jelf regarding the choice of path renewals and also the village green post. 8. Hinksey Ring Road. The PC has been consulted regarding the proposed Hinksey ring road. It was not felt that the PC could appropriately comment.
89/12	<p>Report upon the Play Areas:</p> <p>The Clerk thanked those Cllrs who had volunteered to level out the picnic bench in the under 6 play area over the weekend.</p> <p>Wimborn Play Area. During a recent check of the area the Clerk met with local children and parents who said that they were delighted with the roundabout but felt they had out-grown the tunnel and springy equipment. The Clerk has contacted Cllr Ward and suggested that eventually these items might be moved</p>

	to the Under 6 play area and are replaced with swings and/or a climbing frame. The Clerk confirmed that the Wickstead Cheese Slide will be installed and the wet pour repairs made soon.																																
90/12	Invoices for Payment: Schedules of invoices totalling £6,776.60 for May were approved for payment.																																
91/12	<p>Investment of Council Funds At the close of business on 16 May 2012 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>1,210.82</td> <td>0.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Current Acct</td> <td>22,646.27</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>41,655.87</td> <td>1.0%</td> <td>Overnight (inc interest)</td> </tr> <tr> <td>Alliance & Leicester</td> <td>205,000.00</td> <td>2.5%</td> <td>1 year fixed (July 12)</td> </tr> <tr> <td>Anglo Irish Bank</td> <td>200,000.00</td> <td>3.19%</td> <td>1 year fixed (Jan 13)</td> </tr> <tr> <td>Nat West</td> <td>75,000.00</td> <td>3.0%</td> <td>1 year fixed (Nov 12)</td> </tr> <tr> <td>TOTAL</td> <td>545,512.96</td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Imprest Acct	1,210.82	0.1%	Imprest	Barclays Current Acct	22,646.27	0.1%	Current	W. Bromwich Building Soc.	41,655.87	1.0%	Overnight (inc interest)	Alliance & Leicester	205,000.00	2.5%	1 year fixed (July 12)	Anglo Irish Bank	200,000.00	3.19%	1 year fixed (Jan 13)	Nat West	75,000.00	3.0%	1 year fixed (Nov 12)	TOTAL	545,512.96		
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92/12	Correspondence: Dog Fouling. Terry Clinch as Chair of FOCG had written to the PC with proposals about dog fouling at the Castle Grounds.																																
93/12	Any Other Business: Cllr Collins suggested that it might be time to re-visit the Parish Plan. However previous experience has shown this to be a substantial task previously and that the council should therefore seek quotes for help with the precise wording of the questions and the crunching the numbers. The Clerk suggested that it be tied in with the Neighbourhood Plan.																																
94/12	Next Meeting: The next meeting of the Parish Council will take place on Wednesday 20 June 2012 at 7.30pm in the Holly Tree Club, Deddington.																																