

# DEDDINGTON PARISH COUNCIL

**Minutes of the Meeting held in the Windmill Community Centre, Deddington on  
Wednesday 14 May 2014 at 7.30pm**

**Present:** Cllrs A Collins (Chair), M Cox, J Day, J Flux, J Finnigan, H Oldfield, D Rogers, S O'Neill, M Squires J Watts, B Williams, B Wood (Vice Chair) and 3 members of the public.

80/14	<b>Apologies:</b> Apologies were received and accepted from Cllrs D Anderson (Vice Chair), S Boulter, County Cllr A Fatemian and District Cllr P O'Sullivan.
81/14	<b>Minutes: RESOLVED</b> (unanimous) that council approved the minutes of the meeting held on 16 April 2014 subject to the following amendment: <b>70/14 Highways &amp; Transport</b> Cllr M Cox left the meeting at the end of the working group update not part way through. The Chair then signed the minutes.
82/14	<b>Matters Arising from the Minutes:</b> A resident had forward a photograph of traffic offence to a Cllr which will be forwarded to the NAG.
83/14	<b>Declarations of Interest.</b> <b>88/14 (3) Friends of Deddington Library</b> Cllrs A Collins, J Flux, S O'Neill and B Williams expressed a general interest. <b>92/14 Neighbourhood Planning and S106.</b> Cllr S O'Neill declared a pecuniary interest and left the meeting whilst this item was discussed.
84/14	<b>10-Minute Open Forum:</b> None
85/14	<b>Election Update:</b> There was an uncontested election for Deddington Parish Council. There is one vacancy which will be filled by co-option in June – a vacancy poster will be put on Notice Boards at the end of May.
86/14	<b>County and District Councillor updates.</b> None
87/14	<b>Layout of council meetings – complaints that residents unable to see Cllrs/hear PC discussions</b> The layout of meetings was discussed as complaints had been received about the public being unable to hear or see Cllrs during meetings. It was decided that a horseshoe formation would be trialled to ensure that members of the public could view proceedings from the open end.
88/14	<b>Finance &amp; General Purposes</b> <ol style="list-style-type: none"> <li>1. <b>Bank accounts.</b> The first instalment of the precept has been received which includes the government support grant so is more than 50%. Another £1,457 New Homes Bonus has also been received. The Deddington News was thanked for its donation of £1,000 towards the Neighbourhood Plan.</li> <li>2. <b>Accounts to 31 March 2014.</b> The surplus of £12,806 has been transferred to the Revenue Reserve. There is a surplus rather than break even because the PC has received many grants this year which have been offset against expenditure. These included the Community Fund £1,000 which was set against snow clearing equipment, New Homes Bonus which was set against the Hempton Gates, £3,000 from OCC which has been set against the cost of improving the Green outside the Co-op. It is expected that the PC will spend a significant amount on the War Memorial site, which will be incurred in this financial year. NatWest has agreed that it owes the PC £1,400.00 as it only paid net interest on recent savings. The PC is working with them to resolve this matter. The draft accounts have been agreed with the internal auditor, and the detailed presentation prepared. They will come before the PC at the June meeting to be approved to send to the external auditor.</li> <li>3. <b>Friends of Deddington Library.</b> Cllrs A Collins, J Flux, S O'Neill and B Williams expressed general interests. Cllr B Wood proposed, Cllr J Day seconded the motion and the Council <b>RESOLVED</b> (unanimously) that the money held for the Friends of Deddington Library (£500 plus £42.20 from second hand book sale) be transferred to the Friends.</li> <li>4. <b>Betty Hills Bequest.</b> Cllr B Wood proposed, Cllr D Rogers seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the £250.13 left over from the purchase of Betty Hill's memorial bench be given to the Friends of Castle Grounds to spend on wild flowers in the vicinity of the bench. The Secretary to the Friends of Castle Grounds was present at the meeting and thanked the PC.</li> <li>5. <b>Gardening Club.</b> The PC holds £281.25 from the Gardening Club that had folded. Cllr B Wood proposed, the Chair seconded the motion, and it was <b>RESOLVED</b> (unanimous) that the £281.25 be given to the organisers of the Village Show.</li> <li>6. <b>Future membership of F&amp;GP.</b> The Chair of the F&amp;GP WG confirmed his willingness to continue in this role although other members wish to stand down. The Chair of the PC asked that all Cllrs send the Clerk their primary and secondary preferences of working group before the June PC meeting.</li> <li>7. <b>Analysis of PC income and expenditure.</b> Possible ways of providing more detailed breakdowns of income and expenditure were discussed. The Clerk informed the Council of a software package specifically designed for financial reporting by smaller town and parish councils. It costs in the region of £300 per annum and can provide detailed cost analysis against budgets. It would take time to set up and learn the system but a parallel run would be possible. It was decided that options would be investigated further by the new F&amp;GP and brought back to council for further consideration.</li> </ol>
89/14	<b>Environment &amp; Recreation</b> <ol style="list-style-type: none"> <li>1. <b>Drainage at Castle Grounds.</b> Broughton Drains spent three hours investigating the problem at the Castle Grounds but this could not be resolved. They suggest that the exit ditch should be dug out to see if it could be back flushed and so quotes will be sought and brought back to the PC for further consideration. A communication dating back to 1992 confirms that the PC had previously made no contribution towards similar works as there was no problem prior to the house being built. The PC does</li> </ol>

	<p>not own the drive and had made no progress towards doing so with the Land Registry.</p> <ol style="list-style-type: none"> <li>2. <b>Hedge Survey.</b> An inventory will be carried out to establish the responsibility for maintenance. The objective is to prune to manageable height after the birds have stopped nesting.</li> <li>3. <b>Cemetery.</b> There is a need to purchase more land for future use.</li> <li>4. <b>Assistant Parish Steward.</b> It was suggested that there may be a need for an assistant steward at some time in the future as a measure of succession planning.</li> <li>5. <b>General Maintenance Expenditure.</b> The Council approved expenditure on the following: (i) Five bails of play bark @ £134 per bale, (ii) removal of tree stumps, £178, and (iii) Lift the lower tree canopies at Windmill, £85. Cllr J Finnigan proposed, the Chair seconded the motion and it was <b>RESOLVED</b> (10 votes for and 2 against) that the PC approved the supply and erection of approx. 40m of post and rail fence at Castle Grounds entrance to prevent unauthorised vehicle access at a cost of £648.</li> <li>6. <b>Draft Policy for PC Notice boards.</b> Councillors received and considered a draft policy for the use of Notice Boards. After much discussion it was agreed that Cllrs should send any comments to the E&amp;R in order that a modified draft can be presented at the next meeting.</li> <li>7. <b>Christmas Tree.</b> A straw poll indicated support from 11 Cllrs for a Christmas tree this year. The two suggested options for lights will be considered further by the E&amp;R.</li> </ol>
90/14	<p><b>Highway &amp; Transport</b></p> <ol style="list-style-type: none"> <li>1. <b>Water Drainage problems</b> OCC informed of blocked drains outside the Holly Tree crossing, to the left side of crossing and to the right side of crossing. OCC acted quickly and these drains have been marked for jetting. The Holly Tree drain will be monitored as the leaves from trees may be exacerbating or responsible for the problem. Tree work will take place in September after the birds have nested.</li> <li>2. <b>St Thomas Street.</b> The working group are waiting for a response from County Cllr A Fatemian.</li> <li>3. <b>Speed watch.</b> A date was set but due to road closures monitoring had to be postponed.</li> <li>4. <b>Church St Muddy Grass verge.</b> A complaint has been received regarding the grass verge. It was noted that the PC has held discussions with OCC on site at this area at least annually over the past four years, and three times already this year to discuss traffic, parking and verge damage. The consistent outcome has been that double yellow lines, a parking/loading bay and granite blocks on the verges have been rejected for engineering, residential parking, access and traffic management reasons. It was also noted that the Co-Op is an invaluable asset to the community and that hopefully the re-shaping of the green may help to reduce verge damage at the entrance of Church St from the Market Place.</li> <li>5. <b>Farmers Market.</b> CDC has approved road closures through to December for the area of road between the bus stop and the parking area outside the Unicorn Pub. Notices will appear on notice boards to this effect. Site visits from the Ambulance and Fire Service took place and both services were content that they would have sufficient emergency access if required. The Council agreed that the notice could be placed in the PC side of the noticeboard at the Town Hall as it keeps falling off in its current position.</li> <li>6. <b>S106</b> Future developments and Highway matters were discussed. Cllr D Rogers will co-ordinate.</li> </ol>
91/14	<p><b>Planning</b></p> <p><b>(i) Planning Applications</b></p> <p><b>14/00639/F &amp; 14/00640/LB Farthing Cottage 6 New Street Deddington</b> New single storey lean to extension. Cllr J Day proposed, Cllr D Rogers seconded the motion and the Council <b>RESOLVED</b> (unanimous) that it has no objection.</p> <p><b>14/00470/F Deddington Health Centre Earls Lane</b> Relocation of Pharmacy with new entrance doors and installation of a pharmacy unit. Cllr J Day proposed, Cllr S O'Neill seconded the motion and the Council <b>RESOLVED</b> (12 votes for and one abstention) that it has no objection but will include a comment that a canopy over the automated dispensary unit would benefit patients.</p> <p><b>14/00506/F The Old Bakery New Street Deddington</b> Single story rear extension Cllr J Day proposed, Cllr B Wood seconded the motion and the Council <b>RESOLVED</b> (unanimous) that it has no objection.</p> <p><b>14/00583/Out Land to the rear of St James Park Main St Clifton</b> Cllr J Day proposed, Cllr D Rogers seconded the motion and the Council <b>RESOLVED</b> (12 votes for and one abstention) that it <b>OBJECTS</b> to this application on the following grounds:</p> <ul style="list-style-type: none"> <li>- The development is an inappropriate back fill development contrary to policy H14 of the adopted Cherwell Local Plan and the village policy of the submitted local plan.</li> <li>- The agents refer to a number of accepted applications, none of which could be considered as back fill hence their approval, in most cases with no objection from the PC.</li> <li>- The example they refer to in 2.6 of their design statement was a refusal for a similar back fill development application on a different site.</li> <li>- They claim in their design statement that CDC do not have an adequate 5 year supply of houses but the PC believe the latest figures contradict this and in regard to the need for new houses the Parish of Deddington has already seen applications accepted that will produce development in the next 5 years greater than the requirement for the full local plan period to 2031.</li> </ul> <p><b>14/00651/F Johnson &amp; Co Chapel Square Deddington</b> Proposed demolition and rebuild of stores with associated internal and external works. Cllr J Day proposed, Cllr B Williams seconded the motion and the Council <b>RESOLVED</b> (unanimous) that it has no objection.</p> <p><b>14/00662/F Hudson Court Deddington</b> Variation of condition 2 of approved application 13/01209/F. Cllr J Day proposed, Cllr S O'Neill seconded the motion and the Council <b>RESOLVED</b> (unanimous) that it has no objection.</p> <p><b>14/00656/LB Top Thatch Hempton</b> Installation of sliding secondary glazing. Cllr J Day proposed, Cllr J Watts seconded the motion and the Council <b>RESOLVED</b> (unanimous) that it has no objection.</p> <p><b>Approvals</b></p>

	<p>14/00374/F &amp; 14/00375/LB Quinke House New Street Deddington  14/00368/F Stonecrop Guest House Hempton Road Deddington  14/00083/TCA The Stile House New Street Deddington  14/00097/TCA Cromwell House Market Place Deddington  14/00098/TCA Ithaca Hopcroft Lane Deddington  14/00041/LB Cromwell House Market Place Deddington i  14/00093/TCA The Priory Hudson Street Deddington  14/00203/F Tennis Courts Windmill Centre Deddington</p> <p><b>Withdrawals</b>  <b>14/00041/F 24 Windmill Street Deddington</b>  <b>14/00412/F Land Adjoining and West of Stonecroft House Clifton Road Deddington.</b> This withdrawal was not discussed at the working group meeting just noted in the report. For clarity Cllr S O'Neil asked that it be noted that she has a pecuniary interest in this application and would have left the meeting if any discussion had taken place.</p> <p><b>Correspondence</b> included:  <b>Local Heritage Assets.</b> Cllr J Flux was thanked for attending the Heritage Assets meeting. The register has a moral but no legal standing and so planners can ignore it and something that might be considered highly important locally may be considered insignificant at the National level. The parish may still benefit from compiling a register but resources would have to be allocated to so this and so it was suggested that the Neighbourhood Planning Group might like to be involved. This matter will be considered further at the June meeting so Cllrs were asked to send suggestions for local heritage assets to the Chair of the Planning Working Group and Cllr H Oldfield so that they can then liaise with the Neighbourhood Planning WG. Initial suggestions included The Duke of Cumberland's Head, the Satin Lane Allotments, the School, the Library, the Town Hall and Leadenporch House. The paperwork collected at this meeting is in the office.</p> <p><b>14/00210/F</b> Objections to this application  <b>Application for unseen benefits (Pharmacy Application)</b> The PC has received copies of comments made by Deddington Health Centre, Duns Tew PC &amp; Steeple Aston PC to this application available in office.</p>
92/14	<p><b>Neighbourhood Planning:</b> Cllr J Day proposed that the PC agree to the request from Cllrs J Flux and B Williams for dispensation to work on the Neighbourhood Plan. Cllr D Rogers seconded this motion and the Council <b>RESOLVED</b> (unanimous) that the dispensations are approved. It will be confirmed with CDC whether the request for dispensations will need to be repeated when the new Council sits in June. Cllr S O'Neill left the meeting at this point as she has a pecuniary interest.</p> <p><b>S106:</b> Cllrs were reminded of the items that they had been assigned in March 2014 for investigation to see if they might be appropriate for S106 funding. They were asked to send this information bring back to the Chair of the Planning WG with approximate costings. A paper by Cllr H Oldfield was received and considered that detailed the S106 already covenanted to OCC and CDC in relation to the Pegasus site. Cllr H Oldfield was asked to liaise with an experienced local resident and either Cllr J Day or Cllr D Rogers to determine the best way to approach OCC and CDC on this matter and then prepare a draft letter.</p>
93/14	<b>Emergency Planning.</b> Nothing to report.
94/14	<b>Appeal and Large Development Working Group</b> Nothing to report.
95/14	<b>War Memorial:</b> The Chair Cllr A Collins said that there was discussion with PPC about the work required leading to and in the War Memorial churchyard extension including; seating, path works, reducing foliage, the South side of the Memorial, gate repairs and the removal of trees. It is hoped that works would be complete by September. The PC made a plea for volunteers to come forward and contact the Chair. The PC has applied for a grant as works are expected to cost between £2,500 and £5,000.
96/14	<p><b>Reports from the PC nominated representatives</b>  <b>NAG.</b> The CDC dog warden will attend the next NAG meeting to inform those present about what actions private individuals could do in dealing with dog fouling.  <b>DCE.</b> The works to render the Town Hall have been put on hold until the bulge on the North of the Hall has been pinned. The Alms houses require work which will take priority over the Town Hall but the PC needs to arrange for the coat of arms and boxes to be removed from the Town Hal in due course.</p>
97/14	<b>Invoices for Payment:</b> Invoices for the period 17 April – 14 May 2014 totalling £6,604.55 were approved for payment.
98/14	<b>Disposition of Council Funds.</b> The report of the disposition of Council Funds as at 30 April 2014 was received and noted. The Parish Council currently has total funds of £562,080.80.
99/14	<b>Correspondence:</b> None discussed.
100/14	<p><b>AOB as allowed by Chairman:</b>  <b>Deddington News</b> was thanked for the £1,000 contribution to the Neighbourhood Plan.  <b>Cllrs Acceptance of Office.</b> The Clerk reminded Cllrs unable to attend the next meeting that they must sign their acceptance of office prior to the meeting. They must return their expenses forms directly to CDC as soon as possible along with declarations of interests if necessary.  <b>Rotation of Chair.</b> Cllr A Collins confirmed that he would be happy to stand for re-election.  <b>New PC meeting room layout.</b> It was agreed that the horseshoe layout had proved a success as the public members had been able to hear and see the Cllrs.</p>
101/14	<b>Next Meeting:</b> The next meeting of the Parish Council will take place on <b>Wednesday 11 June 2014 at 7.30pm</b> in the <b>Windmill Centre</b> . The meeting closed at 9.45pm.