

DEDDINGTON PARISH COUNCIL
Minutes of the Meetings held in the Windmill Community Centre, Deddington on
Wednesday 20 May 2015 at 7.30pm

Present: Cllrs D Anderson, A Collins (Chair), M Cox, F East, J Finnigan, J Flux, H Oldfield, S O'Neill, D Rogers, M Squires, J Watts, B Williams, B Wood, County Cllr A Fatemian 7 member of public and a representative of Deddington News.

Apologies: Cllr S Boulter.

Annual Parish Council Meeting	
82/15	The meeting commenced at 7.40pm. Election of Chair and signing of Acceptance of Office. Cllr J Flux proposed and Cllr J Finnigan seconded the motion that Cllr A Collins be nominated to Chair of the Parish Council. No other nominations were received. RESOLVED (unanimous) that Cllr A Collins is elected as the Chair of the Parish Council for 2015/16. Cllr A Collins signed his acceptance of office in the presence of the Proper Officer (Parish Clerk) and noted that this would be his final year as Chairman.
83/15	Election of Vice Chairs and signing of Acceptances of Office. Cllr A Collins proposed, Cllr J Flux seconded the motion and the Council RESOLVED (11 votes for, Cllrs Wood and Rogers abstained) that Cllrs B Wood and Cllr D Rogers are appointed as Vice Chairs for 2015/16. Cllrs B Wood and D Rogers signed their acceptance of office forms as Vice Chairs in the presence of the Proper Officer (Parish Clerk).
84/15	Working Groups Structure and Membership for 2015/16. Cllr D Anderson joined the F&GP working group. The other Working Groups will remain the same.
85/15	Confirmation of Members serving on outside bodies: The Council RESOLVED the following <ol style="list-style-type: none"> 1. School Liaison - Cllr M Squires 2. Deddington Charity Estate – Cllr H Oldfield. Cllr H Oldfield will confirm the DCE constitution with regards to the Trustees. 3. Friends of Castle Grounds – Cllr J Flux 4. OALC meetings – Cllr D Anderson 5. Libraries – Cllrs A Collins, J Flux and B Williams 6. Parish Transport Representative - Cllr H Oldfield 7. Windmill Centre – Cllr J Flux
86/15	Confirmation of; <ol style="list-style-type: none"> 1. Internal Auditor: Cllr B Wood proposed, the Chair seconded the motion and the Council RESOLVED (unanimous) that Mr J Suckling be asked to continue as Internal Auditor 2. Insurers: Zurich were confirmed as the Parish Council's insurers for 2015/16.
87/15	Standing Orders and Financial Regulations. Cllr B wood proposed, the Chair seconded the motion and the Council RESOLVED (11 votes for and 2 abstentions) that the revised Standing Orders and current Financial Regulations be adopted by the Council.
88/15	Asset Register and Risk Assessment Cllr B Wood proposed, the Chair seconded the motion and the Council RESOLVED that the PC approves the current Asset Register and Risk Assessment. The Risk Assessment is being routinely reviewed. Any suggested revisions will be brought back to Council.
89/15	Attendance records for 2014/15: Cllr attendance at PC meetings 2014/15 was noted. Cllrs Collins, Flux and Williams attended all meetings.
90/15	Calendar of meetings 2015/16. The meeting dates and venues were agreed subject to the December PC meeting being held at the Holly Tree Club instead of The Windmill Centre, and the Primary School being asked if it can be the venue for the January 2016 meeting. Cllr M Squires to confirm school contact to the Parish Clerk.
May Monthly Parish Council Meeting	
91/15	Apologies: Cllr S Boulter
92/15	Declarations of Interest: Cllr S O'Neill declared a pecuniary interest in Agenda Items 7&11 Large Scale Development Working Group and Neighbourhood Planning Update, as a landowner and left the meeting whilst these items were discussed. She also declared a general interest in the public participation discussion about The Mews as her father had developed this area. Cllr A Collins proposed a general interest in Agenda Item 8, Environment and Recreation Working Group. AWC and Agenda Item 10, Planning Application 15/00518/F: Sedge Hill, Main Street, Clifton. Cllr J Finnigan proposed a general interest in Agenda Item 10, Planning Application 15/00781/F: 4 The Maunds, Deddington.
93/15	Minutes: The PC RESOLVED (unanimous) that the minutes of the meeting of 15 April 2015 were a true record subject to the final sentence of minute 68/15 being amended whereby the word 'tarry' should be deleted and replaced with the word 'tally' instead. The Chair then signed the minutes.
94/15	Matters Arising from the Minutes: None
95/15	10 Minute Open Forum: County Cllr A Fatemian entered the meeting. <ol style="list-style-type: none"> 1. Christopher Hall addressed the meeting in support of the planning application 15/00570/F: Earthworm Energy, Hill Farm, Duns Tew. 5MV Solar Farm. He outlined his reasons for supporting the application and noted that the Duns Tew PC had offered no objection to this planning application. 2. Catherine Baldwin spoke on behalf of her husband, Stan, and Maureen Robinson and outlined her concerns about the planning application to convert existing property in The Mews, Deddington into

	<p>cottages. The residents were particularly concerned about the proposals relating to the outside space. Their concerns included the detrimental impact on the appearance and open nature of the area and also access, privacy and safety issues. It might also result in disputes between neighbours. She noted that this is currently a community space e.g. the Deddington Market traders park their trailers here. District Cllr B Williams has spoken with the case officer, who was aware of the issues, and asked for a site visit. It was noted that the PC had not seen any plans and the planning application provided little information and referred to an "outside amenity space" and not the courtyard. Cllr S O'Neill declared a general interest, noting that her father had undertaken the development and had specifically included an open courtyard for everyone to enjoy.</p>
96/15	<p>County and District Councillor updates. District Cllr B Williams report is available on Deddington-On-Line.</p> <p>(i) Report from County Cllr A Fatemian: was received and considered. It was noted that:</p> <ol style="list-style-type: none"> 1) The town hall light is just awaiting formal sign off of the paperwork. 2) Speed activated signs cost £3.5k - £4k and offer differing levels of success. The Adderbury PC had been very happy with theirs but North Aston found little difference made with regard to speeding. 3) The Chancellor could impose more budget cuts on 8 July 2015. <p>(ii) Report from District Cllr B Williams: received and considered. It was noted that:</p> <ol style="list-style-type: none"> 1) Cllr S Boulter and his colleague were thanked for surveying the species of trees in the northern boundary of Land North of Gaveston Gardens for an application for a Group TPO. This information has been passed on to Caroline Morrey, CDC's Arboricultural Officer. 2) CDC Local Plan – Part 2 – CDC's Planning Policy team has commenced its public consultation. Representations should be received no later than Monday 8 June. 3) The importance of Neighbourhood Plans. The NPPF makes clear that outside of the strategic plan-making context "...NP's will be able to shape and direct sustainable development in their area. Once a NP has demonstrated its general conformity with the strategic policies of the Local Plan and is brought into force, the policies it contains take precedence over existing non-strategic policies in the Local Plan for that neighbourhood, where they are in conflict. Local planning authorities should avoid duplicating planning processes for non-strategic policies where a NP is in preparation" <p>Cllr F East left the meeting at this point.</p> <ol style="list-style-type: none"> 4) The nomination of the 'Duke of Cumberland's Head' Public House, Clifton as an Asset of Community Value has been lodged at CDC and they will now consider the application. 5) Windmill St – Car Park. No response to date from John Slack at CDC and in the meantime children have been seen throwing material into the well which is filling it up.
97/15	<p>Large Scale Development Working Group Report. Cllr S O'Neill had previously declared a prejudicial interest and left the meeting whilst this item was considered. Nothing to report</p>
98/15	<p>Environment and Recreation Working Group. Cllr S O'Neill returned to the meeting</p> <ol style="list-style-type: none"> 1. Parish spring clean. Thanks were passed to those who turned out for the Spring Clean, especially the Scouts. Next year it was suggested the event be held in April as the grass had started growing making the job harder. S106. The NP results show a strong desire to improve recreational facilities. Cllr D Rogers proposed, the Chair seconded the motion and the Council RESOLVED (11 votes for and 1 abstention) that a letter will be sent to CDC making a case to consider spending S106 monies on facilities as proposed transport improvements indicate that Deddington is seen as a hub for surrounding villages. 2. Planter Sponsors. The Planter on the A4260 has been removed. The gardener who had offered sponsorship of this planter will be offered either the Hempton Road or the Fire Station planters. 3. Mobile phone coverage. A resident has suggested the PC write to the mobile phone companies (and Ofcom) to ask for an indication of their future plans for improving coverage across the parish. It was agreed that the resident should draft a letter and provide contact details to assist the Clerk. 4. AWC. The PC is awaiting quotes for repairing the all-weather court. It was noted that the panels are no longer considered to be the standard size. Further investigation will be undertaken once quotes are received, maybe in conjunction with Wi-Fi CCTV. 5. Power Cuts. The Clerk will send a follow up letter stating PC's disappointment at no reply and asking for a response to the issue addressed about power cuts in Deddington as there was another major outage in Deddington last weekend. 6. Various maintenance works. Quotes from Thomas Fox received for various works to trees, hedges and play areas totalling £2,177.50 + VAT. These works would come under maintenance and were agreed. It was suggested that the PC monies held for "Deddington Garden Club" amounting to £281.25 were available for planting trees it is hoped that this money can be spent on replacing the felled tree. 7. Cemetery. The grass to the west of the cemetery is now only cut twice a year by OCC and therefore limiting sight lines and resulting in a dangerous environment. This will be reported to OCC but if necessary the steward will mow enough grass to improve the situation as an urgent H&S measure now. 8. Dumping of grass cuttings at Castle Grounds. Local residents will be written to and asked to refrain. 9. Coat of arms. Cllr H Oldfield proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimously) that the £750 cost of refurbishment of the coat of arms is approved. 10. Bins at the Town Hall. Bins have been discussed with the Steward. Cllr D Rogers proposed, Cllr M Squires seconded the motion and the Council RESOLVED (11 for and one against) that two green bins will be moved to the cemetery and two green bins remain at the Town Hall. 11. Grass Cutting complaints. County Cllr A Fatemian said that OCC officers say that that there have

	<p>been no complaints regarding the reduced grass cutting schedule so he asked for any complaints, such as the blind spot at the cemetery, be passed directly to him on an individual basis.</p>
99/15	<p>Highways & Transport Report: Cllr M Cox was elected Chair of Highways and Cllr H Oldfield elected Chair of Transport. The committee was thanked for their efforts. Relationships have been maintained with OCC/CDC /TVP and others which has resulted in swift action. A budget will be set for 2015/16.</p> <ol style="list-style-type: none"> Speed watch. The May event was cancelled by TVP, as the mechanism was broken again. Speed monitoring and insurance. The group are keen to monitor throughout the Parish with the hand gun. The aim is to seek out trouble spots for future speed watch activities. The Clerk will check the legal requirements with Zurich but suggested that High Viz jackets should be worn, a risk assessment undertaken and a named list of volunteers sent to the parish office in advance of the events. It was noted that before next year's Spring Clean a list of individuals (over 18) who will be helping should be sent to the PC prior to the event for insurance reasons. Speed enforcement. A resident has suggested that Adderbury seem to be getting a lot of enforcement and queried how much was being undertaken in the Deddington parish. Cllr A Collins to speak to NAG. Traffic Lights. Note from Mike Best S. Traffic light engineer, the faults have been passed to Siemens. Cones. Cllr M Cox proposed, Cllr J Finnigan seconded the motion and the Council RESOLVED (unanimous) that 6 cones be purchased at a cost of £28.80. RTC's. Today there was an accident involving two cars heading north on the A4260 at the Earls Lane junction during the school run time - one ran into the back of the other. There have recently been another accident on the A4260 by the Dentist surgery, an accidents on the way into Clifton and another coming from Aynho into Clifton on the brow of the hill. Follow up from the annual parish meeting. At the Annual Parish Meeting there was a discussion about the road markings at the Chapel Square pinch point. OCC have been written to with suggestions. Clifton – VAS. The group will gather data, quotations and information and submit for consideration. <p>Transport.</p> <ol style="list-style-type: none"> Bus Service. The S4 between Deddington and Banbury will become half hourly from 31 May 2015. The new last bus from Banbury is 7.20pm rather than 6.45pm. On the half hour the S4s from Banbury will turn round at Deddington for the return journey. The Oxford service remains hourly but faster due to the loops via Duns Tew, Middle Barton and via Oxford airport having been cut. Dial a ride. BBC news has reported that the dial-a-ride bus service will be closed down from April next year, and there will be further cuts in subsidies to bus services. This means we should do our very best to encourage people to use the buses so that the new half-hourly service survives – and even improves. Transport Guide. It was agreed Cllr H Oldfield should investigate producing a guide to all Deddington's forms of transport – buses, volunteer car services, taxis, dial-a-ride, hospital services.
100/15	<p>Planning Matters</p> <p>Applications</p> <p>15/00518/F: Sedge Hill, Main Street, Clifton – Extend and convert attached barn to additional accommodation. The Chair declared a general interest. No neighbouring properties are overlooked. Cllr B Williams proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (11 votes for and one abstention) that it has no objection.</p> <p>15/00589/F: 40 Mill Close, Deddington – Single Storey rear extension. No neighbouring properties are overlooked. Cllr B Williams proposed, Cllr J Watts seconded the motion and the Council RESOLVED (unanimous) that it has no objection.</p> <p>14/02111/REM: Land North of Gaveston Gardens & Rear of Manor Farm, Banbury Rd Deddington – Reserved matters - The latest from OCC indicates no objection subject to conditions. The bus stops will be on carriageway. The linking of the two sets of lights has now been written into the requirement. Owners of the properties will not be able to convert garages for accommodation or other use under permitted development rules, full planning will be required. And the "advance payments code" is being enforced to ensure a fund of money is available from the developer to renew private roadways. There is on-going concern over the road layout and parking arrangements. Also drainage strategy approval required.</p> <p>15/00618/F: Corner House, Duns Tew Road, Hempton – Demolition of existing conservatory, alterations & extension of single & two storey side extension. No neighbouring properties are overlooked. Cllr B Williams proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (11 votes for and one abstention) that it has no objection.</p> <p>15/00781/F: 4 The Maunds, Deddington – single storey side and rear extension and part garage conversion. Cllr J Finnigan declared a general interest. No objections lodged on CDC portal. Cllr B Williams proposed, Cllr A Collins seconded the motion and the Council RESOLVED (11 votes for and one abstention) that it has no objection.</p> <p>15/00706/F: College House, Hempton – New dwelling. This is a proposed new 3-bedroom house between the main road and the applicant's house, College House. It is near to the church in Hempton it is only overlooked by the applicant's property, a large double garage is located on the plot; vehicular access onto the main road already exists. Cllr B Williams proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) that it has no objection.</p> <p>Solar Farm, Hill Farm, Duns Tew – The PC have receive a letter from the planning applicant giving more detail than was on the application. The PC noted that the neighbouring landowner had received no notification or consultation despite being visible from their property. There was also concern regarding the categorisation of land as 'low yield' as a number of different crops had been grown on it. It was queried why Duns Tew PC did not object. It was decided a response stating the PC concerns should be sent to the applicant – the Chair will help the Clerk draft this.</p>

	<p>Local Plan – the NPWG will consider the latest information from CDC. Updates from CDC given to Cllrs. District Cllr B Williams will ask District Cllr M Gibbard if the PC can have an extension in time to respond.</p> <p>Approvals 15/00253/F - The Orchard, Hopcraft Lane, Deddington. 15/00395F – Clifton House, Main St, Clifton.</p> <p>Refusal – 15/00294/AGD – Earls Farm, Earls Lane, Deddington.</p> <p>Withdrawal 15/00518/F Sedge Hill, Main Street, Clifton (as above)</p> <p>Correspondence Modernising of the Post Office. Community Asset application receipt.</p>																																													
101/15	<p>Neighbourhood Planning Working Group: Cllr S O'Neill had previously declared a pecuniary interest and left the meeting whilst this item was considered. It was noted that that two landowners intend meeting with a parishioner and developer about the possibility of building 20 houses north and west of Wimborn Close.</p>																																													
102/15	<p>Finance and General Purposes Report Cllr S O'Neill returned to the meeting</p> <ol style="list-style-type: none"> Bank accounts and cash flow statements. All agreed for the month. The major income and expenditure was noted. The first instalment of the precept has been received - £18,588 and the reduced OCC grass cutting grant - £2,256. Approval of the Annual Accounts to 31 March 2015. The annual return and accounting statements for Deddington Parish Council for the year ended 31 March 2015 were received and considered. Cllr Wood proposed, the Chair seconded the motion and the Council RESOLVED (unanimous) that the annual accounts and the annual statements in the annual return for the year ended 31 March 2015 are approved as a true record of the financial position of the council. Approval of the Governance Statement. Cllr Wood proposed, the Chair seconded this motion and the Council RESOLVED (unanimous) that the Annual Governance Statement for the year ended 31 March 2015 is approved. John Suckling has written to the clerk to record a successful internal audit. Standing Orders. The Clerk sent the Chair of the F&GPWG the NALC model financial regulations. Cllr Wood considered them to be too long but he will incorporate the Clerks comments about quotes and tenders, the differences between the two and when each should be applied. Cricket Club. A meeting has been held. Meeting notes were passed to Cllrs with options laid out. Phone service. The F&GP recommended continuing with BT Complete, which was agreed. Insurance. Quote received from Zurich and AON. It was agreed to continue with Zurich. Windmill Refurbishment. Cllr J Flux reported that some elements of Windmill refurbishment should be available for approval at the June meeting. 																																													
103/15	<p>Minutes of the Annual Parish Meeting. The minutes were made available for Cllrs to comment on.</p>																																													
104/15	<p>Update from the Parish Council Representatives.</p> <p>School Governors. The school governors have unanimously voted against expanding the school and informed OCC and the diocese. Cllr M Squires said that the decision was based on the OCC figures and the current catchment area. They intend to improve the current site</p>																																													
105/15	<p>Invoices for Payment: RESOLVED (unanimous) that the invoices for 16 April – 20 May 2015 totalling £7,127.90 were approved for payment.</p>																																													
106/15	<p>Report upon the investment of the parish Council's Funds as at 30 April 2015</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>62,198.24</td> <td>0.1%</td> <td>Current</td> <td></td> </tr> <tr> <td>Santander</td> <td>75,076.44</td> <td>1.2%</td> <td>1 Yr Fixed</td> <td>End June 2015</td> </tr> <tr> <td>Santander</td> <td>142,094.77</td> <td>1.1%</td> <td>1 Yr Fixed</td> <td>End Sept 2015</td> </tr> <tr> <td>Santander</td> <td>76,107.09</td> <td>1.4%</td> <td>1 Yr Fixed</td> <td>End Jan 2016</td> </tr> <tr> <td>Santander</td> <td>81,205.13</td> <td>1.1%</td> <td>1 Yr Fixed</td> <td>End Dec 2015</td> </tr> <tr> <td>Nationwide</td> <td>130,000.00</td> <td>1.4%</td> <td>1 Yr Fixed</td> <td>End Nov 2015</td> </tr> <tr> <td>Total</td> <td>569,197.22</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Account	Balance	Interest	Notice	Valid Until	Imprest	2,515.55	0.1%	Imprest		Current	62,198.24	0.1%	Current		Santander	75,076.44	1.2%	1 Yr Fixed	End June 2015	Santander	142,094.77	1.1%	1 Yr Fixed	End Sept 2015	Santander	76,107.09	1.4%	1 Yr Fixed	End Jan 2016	Santander	81,205.13	1.1%	1 Yr Fixed	End Dec 2015	Nationwide	130,000.00	1.4%	1 Yr Fixed	End Nov 2015	Total	569,197.22			
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107/15	<p>Report on the VE celebration. Congratulations were passed to Cllr A Collins for arranging the event. He said that the beacon went well and wished to pass the PC's thanks to Rob Forsyth, Mitch Heywood, the Boy's Brigade and the Scouts. Donations of £100 were raised and will be split between the Royal British Legion and Katharine House Hospice. The cost of the skip for removal of debris was £200</p>																																													
108/15	<p>Suggestions for ways to commemorate Victory in Japan Day – 15 August 2015 and/or LiberTeas 14 June 2015. Cllr A Collins asked that any suggestion be passed to him for these events. He stated the library committee were keen to get involved. He hoped for a widely organised and inclusive event.</p>																																													
109/15	<p>Correspondence: None.</p>																																													
110/15	<p>AOB as allowed by Chairman:</p> <p>Coat of Arms. Cllr H Oldfield asked whether businesses that use the Coat of Arms should be asked for a contribution to its repair. Cllr D Rogers agreed to look through previous minutes.</p> <p>Deddington Festival. Cllr M Squires asked that Deddington Festival be added to the June agenda.</p>																																													
111/15	<p>Next Meeting: The next meeting of the Parish Council will take place on Wednesday 17 June 2015 at 7.30pm in the Holly Tree Club, Deddington. The meeting closed at 10pm.</p>																																													