

DEDDINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held in the Hempton Lounge, Windmill Centre, Deddington at 7:30pm on Wednesday 15 May 2019.

Present: Cllrs A Collins, M Cox, J Eames, S O'Neill, M Robinson, D Rogers, M Squire, M Swadling, T Timms
J Watts. **Also in attendance:** District Cllr B Williams, Deddington News representative and David Stewart.

93/19	Apologies: Cllrs A Kent, J Higham, H Oldfield, J Reeve and County Cllr A Fatemian.
94/19	ANNUAL MEETING. Election of Chairman. Cllr J Watts proposed, Cllr M Robinson seconded the motion and the Council RESOLVED (nine for and one abstention) that Cllr D Rogers be appointed the Chair of the Parish Council. He signed his Acceptance of Office in the presence of the Proper Officer (Clerk).
95/19	Election of Vice Chairman. Cllr M Cox proposed, Cllr M Squires seconded the motion and the Council RESOLVED (unanimous) that Cllr H Oldfield be appointed the Vice Chairman of the Parish Council.
96/19	Consideration of the Working Groups structure and membership for 2019/20. The current structure continues with these changes: Cllr A Kent will join E&R Cllr M Robinson will join E & R and Cllr J Reeve move to Planning. David Stewart to continue assisting F&GP. Finance and General Purposes (F&GP) Cllr D Rogers (Chair), Cllrs H Oldfield and M Robinson (M Swadling if required) Highways and Transport Working Group (H&T) Highways Cllr M Cox (Chair), Cllrs A Collins and J Higham and Transport Cllr H Oldfield (Chair) Environment and Recreation Working Group (E&R) Cllr J Watts (Chair), Cllrs A Kent, M Robinson, M Squires and T Timms Planning Cllr S O'Neill (Chair), Cllrs J Eames, J Reeve and M Swadling. Large Development Working Group. Cllr D Rogers (Chair), Cllrs A Collins and H Oldfield. Windmill Development Working Group (WD). Cllr M Robinson (Chair), Cllrs H Oldfield, D Rogers, M Squires, M Swadling and J Watts. Emergency Planning Working Group. Cllr D Rogers (Chair), Cllrs M Cox, J Higham, S O'Neill, M Swadling, J Watts and District Cllr B Williams. Neighbourhood Planning (NP). Cllr A Collins (Chair), Cllrs M Cox, J Eames, H Oldfield, D Rogers and District Cllr B Williams
97/19	Confirmation of the Members serving on outside bodies. Representatives on external bodies School Governors/Trustee Cllr A Collins Deddington Charities Estate (DCE) Cllrs M Cox and H Oldfield Friends of Castle Grounds (FOCG) Cllr J Reeve OALC Executive Cllr M Cox Local strategic partnership (LSP) Cllr M Cox Friends of Deddington Library Cllr A Collins The Holly Tree Club Cllr S O'Neill The Windmill Centre Cllr M Robinson
98/19	Appointment of Professional Bodies and Advisors. Internal Auditor. Arrow Accounting have been provisionally appointed. Insurers. Zurich Insurance premiums have increased significantly. The Clerk has sought quote two additional quotes and asked Zurich to better match their renewal in light of the quotes received. Cllr D Rogers proposed, Cllr J Eames seconded the motion and the Council RESOLVED (unanimous) that insurance be purchased from Zurich at a cost of no more than £2,500.
99/19	Attendance records 2018/19. Were given.
100/19	Calendar of meetings for 2019/20. Cllr D Rogers proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) that the Council adopt the calendar of meetings.
101/19	Any other Business. Cllr M Squires suggested there may be other ways to enhance the Annual Meeting. Cllr D Rogers said this could be discussed at the June Meeting.
102/19	MAY MONTHLY PARISH COUNCIL MEETING. Apologies: Cllrs A Kent, J Higham, H Oldfield, J Reeve and County Cllr A Fatemian.

103/19	<p>Declarations of Interest.</p> <p>Pecuniary Interest Cllr S O'Neill declared a pecuniary interest in Agenda items 13 and 14 Neighbourhood Planning and Large Scale Developments Working Group Report, as a land owner who left the meeting during their discussion.</p> <p>General Interest Cllr M Cox declared an interest in Agenda Item 8.F&GP (1) Annual servicing of the Church clock as her husband is the Tower Captain.</p> <p>Cllr M Squires left the meeting.</p>										
104/19	<p>Minutes: Cllr J Watts proposed and Cllr M Swadling seconded the motion and the Council RESOLVED (unanimous by those in attendance) that the minutes of the meeting held on 17 April 2019 were approved as a true record. The Chairman then signed the minutes.</p>										
105/19	<p>Matters arising from the minutes and not referred to later on the Agenda: None</p>										
106/19	<p>10 Minute Open Forum: None.</p>										
107/19	<p>County Cllr A Fatemian update. None.</p>										
108/19	<p>Cllr M Squires returned to the meeting.</p> <p>District Cllr B Williams update:</p> <p>Alex Keane. Has been promoted to Head of Planning at CDC.</p> <p>Local Elections. District Cllr Hugo Brown was elected as one of three Cherwell District Councillors.</p> <p>Castle Quay 2. Things are progressing well and there will be a ground breaking ceremony in June.</p> <p>Grand Designs 'The Street'. This has given great publicity to CDC for this initiative to self-build.</p> <p>Community Speed Watch. This would involve the purchase of a Camera for £4000, including VAT. District Cllr B Williams will arrange for someone to address the PC at a meeting with further details of the scheme.</p> <p>The Cherwell Lottery. This has been launched. The Clerk has passed details on the Thursday Club and put a poster up in the Windmill.</p>										
109/19	<p>Finance & General Purposes.</p> <ol style="list-style-type: none"> 1) Annual Servicing of the Church clock. Cllr J Watts proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) that Church clock be serviced for £312. 2) Banking. The bank reconciliation has been agreed. 3) Major Expenditure Plan. This has been updated to the end of April. 4) Accounting System. Rialta has installed the software and training to take place on 12 June. 5) Internal Audit - Arrow Accounting. A meeting is arranged for 4 June 2019. 6) Windmill Centre Lease. The Lease should now be close to being finalised, having agreed that WMC are responsible for the insurance, subject to a review by DPC. Cllr M Robinson proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) that this additional work be undertaken at a cost of £850 & VAT and £200 to register the lease. 7) Playground and Trail at the Windmill Centre. The invoices have been paid subject to a retention of 5% until DPC is satisfied with the rectification works. 8) CCTV/Broadband. Cllr M Robinson proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) that DPC agree to fund up to £10,000 for CCTV/Broadband, with any excess and the Wi-Fi costs being funded by WMC. 9) Pocket Parks. An invoice for this is awaited from Trevor Stewart. 10) Fire Proof Safe. Cllr D Rogers proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) to purchase a fire proof safe for £823 plus £50 delivery. 11) First Draft of the Accounts to 31 March 2019. These were circulated; any queries should be directed to David Stewart. Cllr D Rogers thanked David Stewart for all his efforts in producing the accounts. 12) Maturing investments. A deposit with Skipton BS matures on 21 May Cllr D Rogers proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) that the Skipton BS Investment should be rolled over if the rate was 1.4% or above. 										
110/19	<p>Approval of Invoices for Payment. Cllr J Eames proposed, and Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) that the invoices with a total of £41,609.05 were approved for payment.</p>										
111/19	<p>Report upon the investment of the Parish Council's Funds as at 30 April 2019.</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>2,500.00</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Account	Balance	Interest	Notice	Valid Until	Imprest	2,500.00			
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	<p>Current* 206,991.68</p> <p>Nationwide BS 133,896.67 0.75% 1 Yr Fixed 27 Nov 2019</p> <p>Nationwide BS 82,719.32 0.75% 1 Yr Fixed 24 July 2019</p> <p>Hampshire TB 78,456.73 1.3% 1 Yr Fixed 03 Feb 2020</p> <p>Cambridge & Counties 85,000.00 1.3% 1 Yr Fixed 12 April 2020</p> <p>United Trust 85,000.00 1.6% 1 Yr Fixed 23 April 2020</p> <p>Skipton Building Society 85,000.00 1.0% 1 Yr Fixed 01 June 2019</p> <p>Total 759,564.40</p> <p>*The current account has £5,487.96 of uncleared cheques which have been taken off to show funds available.</p>
112/19	<p>Planning Matters.</p> <p>Applications.</p> <p>a) 19/00115/TCA Corner House, High Street, Deddington. Birch T3 - Reduction back to previous; approximately 3m, application already decided and approved by CDC.</p> <p>b) 19/00715/F Leadenporch Farm, Chapmans Lane, Deddington. Installation of ground source heat pumps and underground pipework. One Neighbour commented that one of the proposed trenches crosses the driveway which is a Public Footpath Deddington 187/19 and notes this must be kept open at all times, with an alternative route when applicable. Cllr S O'Neill proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>c) 19/00658/AGN Agricultural barn Clifton Road, Deddington – secure storage. This application has been withdrawn.</p> <p>d) 19/00709/F Agricultural barn Clifton Road, Deddington – Re-clad roof and walls to barn, and cast concrete floor. Cllr S O'Neill proposed, Cllr J Eames seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>e) 19/00556/F 13 Hempton Road – Off street parking, drop kerb. Cllr S O'Neill proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>Approvals.</p> <p>19/000/73/TCA Hoopnins, 5 Manor Farm Barns, Hempton Road, Deddington.</p> <p>19/00481/F & Ref 19/00482/LB Charters House High Street Deddington OX15 0SL.</p> <p>Refusal.</p> <p>19/00377/F The Firs St Thomas Street Deddington Banbury OX15 0SY.</p> <p>Withdrawals</p> <p>19/00658/AGN Agricultural barn Clifton Road, Deddington.</p> <p>Correspondence</p> <p>19/00409/F Four Winds, Main Street Clifton. Oxon. OX15 0PB A letter has been received reducing the application from 3bed to 2 bed.</p>
113/19	<p>Windmill Centre Redevelopment Working Group.</p> <p>1) Children's Play Area and Woodland Trail.</p> <p>a) Main Play area. The grounds have been watered and more grass seed applied. A sponsor has been in touch with the Windmill Committee offering a picnic bench in dedication. The PC would be delighted to accept this offer.</p> <p>b) Football & Cricket Club. The Clerk to write to Vaughan Jones, Chair of Windmill Management Committee.</p> <p>c) Robinia Multi-play piece. Construction is complete and has passed its post-installation inspection.</p> <p>d) Planting Buffer Zone. This has been completed and looks good. However, the area between the path and back fence also needs to be planted to comply with CDC restrictions. Cllr M Robinson proposed, Cllr M Squires seconded the motion and the Council RESOLVED (unanimous) that £738 be spent to complete the buffer zone.</p> <p>e) Water Fountain. A model has been chosen, quotes to follow.</p> <p>f) Official Opening of Adventure Playground. Planned on the 19 July 2019 from 4pm until 7pm.</p> <p>2) Windmill Centre Building CCTV and Lighting. WMC has proposed a combination of two companies to install the new CCTV at a cost of £7,284.40. The WMC's TOE2 application was unsuccessful.</p> <p>3) Pocket Parks Initiative. The Design is agreed, the contract signed and work will start after half-term, 3 June 2019. An TOE2 application for Phase2 of the Pocket Park is due for submission by 5 June 2019, and will concentrate on the biodiversity aspect.</p>

	<p>4) Hosepipe Watering. The standing pipe is above the ground and is being used to water the grass. Cllr D Rogers proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) a sum of £500 for a plumber be made available should a problem occur.</p>
114/19	<p>Neighbourhood Planning Cllr S O'Neill left the meeting.</p> <p>Appointment of an Independent Examiner. The Examiner has written to the PC regarding the Neighbourhood Plan, with a response date of 24 May 2019. Cllr A Collins had circulated the letter and DPC's responses as of 15 May 2019. Cllr A Collins proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) that it approved the response submission to the examiner (CDC). Cllr D Rogers proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) that it reconfirmed Cllr A Collins agreed minor drafting privileges.</p>
115/19	<p>Large Scale Developments Working Group Report.</p> <ol style="list-style-type: none"> 1) Land to the West of Wimborn Close. The revised application changes were detailed. It was agreed that the PC would comment on its desire to have better visual screening of the site to the west. 2) Deddington Grange. The Toucan crossing has been chased again. The concrete posts have been installed on the link path to Gaveston Gardens. A purchase order for a grant of £2000 has been received towards community cohesion and this can be used for welcome packs and noticeboards. Adoption of the Playground by the PC and details on the exact boundary requested. The original ROSPA report deficiencies have been addressed. The playground will remain the responsibility of the developer for the next 12 months and after legal transfer (and another inspection) it can be adopted.
116/19	<p>Environment and Recreation. Cllr S O'Neill returned to the meeting. District Cllr B Williams left the meeting.</p> <ol style="list-style-type: none"> 1) Welford's Piece. Mats are awaiting installation by Thomas Fox. 2) Bark Path. It was agreed a working party will take place on Saturday 25 May at 8am to spread the bark on the woodland trail. 3) Stewards Shed. A problem with the wiring has been found and will be fixed after the Bark spreading. 4) Footpath registration Castle Grounds entrance. This is in hand. 5) Clifton Bench and Noticeboard. To be discussed at the June meeting. 6) Cemetery Bins. CDC do not seem to be collecting the bins by the Cemetery. District Cllr B Williams is following this up. 7) Gaveston Green Wall. Cllr J Watts proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) that the wall is repaired as per the quote of £675. 8) Grass Cutting, The Lane, Hempton. Thomas Fox to include this on the next cut. 9) Deddington – Hempton footpath grass cutting. Cllr J Watts proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) up to £300 per cut is approved. 10) Castle Grounds goal post. This was uprooted and it will be repaired by Richard and Gareth. 11) Grass cutting for the Deddington Grange play area. This will become the PC's responsibility in the future. Quotes have been received from Thomas Fox of £32 per cut for the new playground and £65 per cut for the Adventure playground. 12) Deddington Festival Banner request. A request has been received from Deddington Festival to place a banner on the green. As the PC do not own the green it can offer no permission but does have no objection to the request. 13) Co-Operative Funeral Care. The PC decided to accept the offer of volunteers to help tidy the Hempton Road Cemetery on the 4 June 2019. The Clerk to pass on Annie Goldthorp details should they wish to extend their offer of help to the Church graveyard. 14) General Tasks to be completed. The Clerk to prepare a list of works required. Quote to be sought for outstanding works.
117/19	<p>Highways and Transport.</p> <ol style="list-style-type: none"> 1) Deddington Grange Toucan Crossing. This was due to be actioned week commencing 22 April 2019 to get the lights operational. County Cllr Arash Fatemian to be asked to chase. 2) Chapel Square - reinstatement of yellow street lines. This has been completed. 3) Bollard outside the Hairdressers. Has been repaired. 4) Site Meeting with OCC. No formal report received yet from OCC, a reminder has been sent to them. 5) Village Green kerb stones. The work was completed on bus shelter green the Clerk to chase up the repair to the other green.

	<p>6) Hempton HGV. No date as yet.</p> <p>7) Link Path between Deddington Grange and Gaveston Gardens. The bollards on the link path have been installed.</p> <p>8) Earls Lane. A complaint was received from a resident regarding speeding in this area. On the 1 May 2019 monitoring with an uncalibrated speed gun took place near the resident's home. The Clerk to send a full report to the resident.</p> <p>9) Outstanding items for Cllr A Fatemian. Hempton Road Light this needs to be actioned. St Thomas Street Pear Tree. Update needed for questions raised. The Civilies List has been sent. Elderly signs for Hudson Street. This is ongoing.</p>
118/19	<p>Update from Parish Council Representatives.</p> <p>Friends of Castle Grounds. Cllr J Reeve requested that the Parish Clerk write to English Heritage to thank them for the money the paid for a survey of the Castle Grounds by Garden Organic.</p> <p>Friends of The Old School Room Hempton. Cllr J Watts confirmed that Les Chapell is standing down due to ill health. If the Clerk can write to him to thank him for his exemplary service to the Old School Room Hempton. An email has been received from the Charity Services regarding Deddington Charity Estates. A response has been received from Charities commission which has been forwarded to DCE.</p> <p>Deddington Primary School. Cllr A Collins confirmed that plans to extend the school are on hold, after discovering a soak away. Attendance numbers at the school are looking good for next year.</p>
119/19	Correspondence: None
120/19	<p>Any Other Business - No decisions can be taken under this agenda item:</p> <p>Food Waste. Cllr M Squires suggested a fridge/freezer in the village, possibly sited in the Church with Waste food provided by the Co-op and Eagles. The idea is to be discussed in more detail with Vicar Annie Goldthorp.</p>
121/19	Date of the next meeting: The next Parish Council meeting will take place on Wednesday 19 June 2019 at 7.30pm at the Holly Tree Club, Deddington. The meeting closed at 9.25pm.