

## **DEDDINGTON PARISH COUNCIL**

Minutes of a Meeting held at Holly Tree Club on Wednesday 20 November 2002 commencing at 7.30pm

**Present:** Councillors Flux (Chairman), Mrs Harvey (Vice-Chairman) Mrs Cox, Todd, Mrs Swash, Helen Spencer, Alton, Ellis, Rollason, Haslam, Squires, Wood, Westley, Watts, Co Cllr Jelf, Graham Pitts (Clerk), Sue Gibbs (Minute Secretary).

313/02 **Apologies**

Apologies for absence were received from District Cllr O'Sullivan

314/02 **CDC Nuisance Investigation Team**

Mark Harmon of CDC Nuisance Investigation Team gave a presentation outlining its work. At the end the Chairman thanked Mr Harmon for taking the time to address the Parish Council and for providing a useful insight into their work.

315/02 **New Councillor**

The Chairman welcomed Jonathan Watts, the newly appointed member of the Parish to the meeting, as well as the new County Councillor, Cllr Jelf.

316/02 **Minutes of Last Meeting**

304/02 c: Cllr Squires queried the reference to plans for the allotments to proceed subject to obtaining definitive title. It was agreed that this would be discussed further during the report from the relative Working Group.

304/02 k: Mrs Harvey pointed out that the representative from the Nuisance Investigation Team was Mark Harmon, not Mark Coleman.

Subject to these changes, the Minutes were approved as a true record and signed by the Chairman. There were no matters arising.

317/02 **10 Minute Open Forum**

Martin Hovard made a statement regarding the Deddington Colts. He outlined how they had developed since they were formed. They now have 120 players, making it one of the largest youth organizations in the area. He emphasized its important role in the areas of child protection and anti discrimination, giving children the opportunity to develop their own health and fitness, confidence, discipline, to socialize, expend energy, all within a safe and friendly environment. The younger teams used facilities at Castle Grounds or the playing fields at Deddington School, the older ones the facilities at the Windmill Centre. The success of the Deddington Colts, and the number of children involved meant that these facilities were now being put under severe pressure. Deddington Colts was therefore looking for a practical partnership both in developing the facilities and identifying sources of funding.

A number of questions were then raised. Mrs Harvey asked how many children from the parish were involved. Mr Hovard thought it was about 75%, but **agreed to provide accurate information on this**. Cllr Squires asked whether the Colts were looking for support from the Parish Council or CDC. Mr Hovard confirmed that they were seeking help from the PC in tackling CDC who had been very slow in responding to correspondence seeking help. **It was agreed that the Deddington Colts should write to the Clerk with a list of suggestions outlining what they wanted and how the Parish Council could help.** It was emphasized that as far as the Windmill Centre was concerned it would be necessary for the Colts to contact the Windmill Management Committee.

318/02 **Highways Working Group**

Cllr Haslam reported as follows:

- a. **Accidents at the Traffic Lights:** Thames Valley Police had now confirmed that there had been 4 slight accidents and 8 slight injuries in 5 years. It was acknowledged that these were only the accidents reported to the police and that in fact there had been many more incidents. **It was agreed that the situation should continue to be monitored, but that no further action be taken for the time being.**
- b. The Clerk confirmed that he had no response from OCC regarding the management of trees.
- c. **Better Ways to School Project.** The school had been working hard to promote this and create a strong grant application. **It was agreed that the Parish Council should send a letter to the school in support of their grant application.**
- d. **Letter from Mrs Rudge** regarding steps into New Street. It was noted that this had come up in the past and previous Parish Councils had not supported such a request. **After some discussion it was agreed that this should be passed on to Highway Department at OCC.**
- e. **Letter from Mrs Caporn** regarding a crossing in New Street. **It was agreed that this should also be passed on to the Highways Department at OCC.**
- f. **Speed Limit Signs.** A letter had been received from Geoff Barrell stating that the introduction of speed limits signs was now delayed until January 2003
- g. **Lighting at Goose Green** It was agreed that Mrs Draper's concerns that the lighting was not appropriate for a conservation area were valid and it was proposed that the Clerk should instruct the Stewards to assess which lights were too bright and could be blacked out. Cllr Todd expressed concern that lighting was the responsibility of OCC and the PC should not become involved. After some discussion **it was agreed that this should be referred back to OCC.**
- h. **Babtie – tender for taxi service.** Cllr Westley reported that he and the Chairman had met Paul Kirkham of Babtie and Alan Witton of OCC Transport Dept. to review the taxi bus proposal and both felt very positive. The aim was to link the villages to the west of Deddington with the main bus service. (It was noted that this would exclude Clifton). This was a central Government project to improve community links and funding had been allocated for 2 years. It was planned to go to tender in December, with the service commencing in May 2003. **It was agreed that the Parish Council should continue to support this initiative.**
- i. **Clifton Footpath.** Cllr Haslam emphasized that the Working Group understood that there was no ideal location but was keen to re-assess this. Cllr Westley reported that a very positive meeting with Steve Bowden, OCC had been held at which they had concluded that this might be better placed further down the hill, in the heart of the

village. This option had previously been rejected as it would result in the loss of a parking space, but it was now thought that the path could be extended to the line of parked cars, which would both shorten the crossing distance and place it in a better position. It was thought that this would not increase the costs, nor would it jeopardize what had been agreed already, or slow down its implementation. The two options could then be put to the people of Clifton to decide. **It was agreed that the Parish Council should now await a response from Steve Bowden reporting his views.**

- j. **Hempton.** Cllr Westley reported that he had also completed a site visit with Steve Bowden in Hempton. Steve Bowden had agreed that the signage in both directions was inadequate and that he would put forward a proposal to improve this. The Parish Council would therefore await his proposals.
- k. **Earls Lane** Cllr Swash asked what was the position regarding the white lines in Earls Lane. Cllr Haslam confirmed that the Clerk had written to OCC regarding this.
- l. **Budget.** The Working Group felt unable to set the 2003 budget as it was unclear on the current financial status of the PC, and was uncomfortable recommending expenditure when the full accounts were not available.

319/02

### **Finance and General Purposes Working Group**

Cllr Todd reported as follows:

- a. **Appointment of Internal Auditor.** **It was agreed that Dr Stephen Vickers should be appointed as Internal Auditor for the Parish Council.**
- b. **Informal Audit.** Cllrs Swash and Todd had examined the books at the Parish Council office on 11 November 2002 for the period 1 August to 31 October 2002 and were satisfied that all was in order.
- c. **Notice Boards.** It was noted that only one clearance from a landowner (in Hempton) was awaited. The Working Group recommended that within the conservation area, wooden framed boards be used, but elsewhere they should be of manmade simulated wood, for ease of maintenance. The offer from Deddington News had been followed up and it was anticipated that a sizeable donation towards their purchase would be received. The Working Group recommended the contract be awarded to Greenbarnes Ltd of Brackley for £3867.30 (excluding VAT), plus the cost of acknowledging the donation from Deddington News. Two other suppliers had been approached, but had been unable to supply boards according to the required specification. There was some unease that only one quotation had been received and **it was therefore agreed that one last attempt should be made to obtain at least one further quotation, failing which Greenbarnes Ltd should be appointed.**
- d. **Venue for PC Meetings.** The Working Group would canvas opinion from Councillors in due course.
- e. **Budget 2003/2004** Budget bids had been received from two working groups. The Clerk would be producing a review of rents and charges for the next meeting.
- f. **Use of Coat of Arms.** Deddington Colts FC had submitted a football shirt bearing a logo incorporating the coat of arms for approval. There was some concern that the coat of arms appeared to sit on the football. **It was agreed that the logo could be used so long as the ball is separated from the coat of arms.**
- g. **Carol Sheets.** Carol Singing takes place each year on Christmas Eve in the Market Square and it is now necessary to reprint the carol sheets as they have gradually disappeared over the years. A budget of £400 was requested for this. The proposal

was seconded by Cllr Wood. Cllr Haslam expressed concern that this had not been put before the Working Group for consideration in the usual way. The Chairman explained that there was insufficient time for this to be done if the leaflets were to be ready in time. The proposal was agreed with one vote against.

320/02

### **Environment & Recreation Working Group**

Cllr Swash reported as follows:

- a. **Stonepits** It appeared that no other proposals had been put forward so the intention was to go ahead with turning this area into allotments. Cllr Squires reported that allotment law was very complicated but after extensive investigation, it appeared that it would be better to create non-statutory allotments, rather than statutory allotments (although it would be possible for 6 allotment holders to demand that it became a statutory allotment) and that proper tenancy agreements should be drawn up. **It was agreed that the Clerk should write to Mr Parker making clear the terms on which this proposal could go ahead.**
- b. **BMX Track.** Insurance cover had been confirmed by Cornhill Insurance at no extra charge, providing the track was checked weekly by the Stewards and annually by ROSPA and the work carried out by a reputed company. A site meeting with Duncan Robertson had taken place and it was hoped that the work could begin in Spring 2003.
- c. **Cemetery.** The gates had now been rehung. **It was agreed that a letter of thanks should be sent to George Fenemore for his help in transporting the gates and for allowing the Parish Council to use his barn for their repair.**

A letter had been received from Carol Drawmer of Clifton offering to donate a bench to the cemetery. **It was agreed that a letter should be sent thanking her for her donation and that it would be placed where appropriate once the “plotting” work in the cemetery had been completed.**

There was concern that the cemetery lay-by was being used as a normal public lay-by and Cllr Spencer had received complaints about this. It was proposed that a sign should be erected to ask that the lay by be reserved for those visiting the cemetery. Councillors were divided as to whether it was appropriate for any action to be taken; 8 voted against whilst 6 were in favour. **It was agreed however that the matter should be referred to the Highways Department.**

- d. **Castle Grounds.** Deddington Colts had now returned their signed contract. Parking was now becoming an issue at Castle Ground, with people parking inside the entrance or on the grass just outside, rather than in the NFU car park. The Clerk reported that he had received an email from Steve Kaye acknowledging these concerns, and suggesting that cones and/or free standing “No Parking” signs be placed on the grass verge to stop people parking in the wrong place. As representations had already been received from Deddington Colts it was felt that this matter should be looked at in conjunction with the other issues which had been raised. **It was agreed that this should be the responsibility of the Recreation Working Group. However, Cllr Swash felt it would be helpful to have input from other members of the Council and Cllr Haslam agreed to liaise with the**

**Recreation Working Group on this matter.**

- e. **Cricket Club Board.** The sight screens had fallen over in the recent storms. The Chairman reported that the Windmill Management Committee had already emphasized to the Cricket Club its responsibility for ensuring these were securely tied in future.
- f. **Trees on Hempton Road.** A number of trees on the Hempton Road had also been damaged in the recent winds and the Working Group was unclear as to whether the Parish council or Highways was responsible for them. The Chairman confirmed that a meeting had already been held with Albert Humphries, of OCC, who had given the contact details for Peter Bradley- a tree surgeon. A meeting had been arranged for Friday 22<sup>nd</sup> when the trees would be inspected.
- g. **Deddington Gardeners.** A letter had been received from Deddington Gardeners stating that the club was disbanding. There was a balance of £552 in their current account which they were proposing to donate to the Parish Council to be spent on public horticultural projects within the village, providing the horticultural expertise of former members of the Club were used. **This was agreed.**

321/02

**Planning and Property Working Group**

Cllr Harvey reported as follows

- a. 02/02377/TCA J H Wilson, Glencree, Philcote St, Deddington. Fell One Rowan Tree. **No objection raised.**
- b. 02/03318/TCA Canon C Hall, The Knowle Philcote Street, Deddington. Fell one holly tree and plant Robinia in new location. **No objection raised.**
- c. 02/02237/LB (Delegated) Mr & Mrs Fairweather, Lime Cottage, New Street, Deddington. Reurbishment of existing windows. **No objection raised.**
- d. 02/02186. F (Delegated). Mr and Mrs Shattock, Mullions, Castle Street, Deddington. Conversion and Extension of Existing Garage into Self-Contained annexe. **It was agreed that objection should be made on the grounds that this would be over-development of the site which was not big enough or suitable for two separate dwellings.**
- e. 02/02311/F (Delegated). Mr and Mrs Hext, Hoopnins, 5 Manor Farm Barns, Hempton Road, Deddington. Single Storey Extension and Conversion of Existing Garage to Residential Accommodation. **No objection, although concern was noted at the loss of integral garage, with parking at the side of the property, and at possible root damage to the Sycamore tree close to the proposed extension.**
- f. 02/02189/F (Delegated) Mr and Mrs Mahon, 16 The Beeches, Deddington. Two storey extension. **No objection raised.**
- g. 02/02293/LB & 02/02292/F (Committee) Mr & Mrs C Mahfoudh, The Holcombe Hotel, Deddington. Change of use of 3 private Residential Units and Erection of detached dwelling all with garage. **No objection, but there was concern that inadequate parking had been allowed and that more allowance for parking should be made at the back.**
- h. 02/02419/F Mr Giles Bussure, Flat 1, Thimble House, Market place– To remove front rooflight and fit new window, remove two windows at the rear and fit patio doors plus internal alterations. This had been received after the Working Group's last meeting. Cllr Harvey reported that she had been to look at the site and could see no objection

- i. 02/01388/OUT Mrs J Welford. Proposed erection of one dwelling (outline) on land adjacent to Sedgehill and adjoining Four Winds, Clifton. This application had been resubmitted following a letter from CDC regarding ownership of the track. **It was agreed that the Parish Council's views on this application had not changed.**
- j. A list of approvals was read out.

322/02 **Invoices for Payment**

Invoices totaling £5489.86 in accordance with a schedule circulated at the meeting, a copy of which is filed with these minutes, were approved for payment. Cllr Todd declared an interest in relation to the second year grant to the Bowls Club.

323/02 **Investment of Councils Funds**

At the close of business on 20 November 2002 the balances were as follows:

**BANK BALANCES AS AT 18/11/02**

| <b>ACCOUNT NUMBER</b>     | <b>BALANCE</b>          | <b>INTEREST</b> | <b>NOTICE</b> |
|---------------------------|-------------------------|-----------------|---------------|
| 60858471                  | 4672.18                 | 1%              | 14 Days       |
| 60708569                  | 9188.08                 | .3%             | Overnight     |
| 70012564                  | NIL                     |                 | Overnight     |
| 70708526                  | 1836.18                 | .1%             | Imprest       |
| 70708542                  | 474.00                  | .1%             | Current       |
| <b>TOTAL</b>              | <b><u>16170.44</u></b>  |                 |               |
| Bradford & Bingley        | 1000.00                 | 3.4%            | 120 Days      |
| W. Bromwich Building Soc. | 511819.43               | 3.75%           | Overnight     |
| <b>TOTAL</b>              | <b><u>528989.87</u></b> |                 |               |

Cllr Squires questioned whether it was wise for over £500,000 to be held with a single Building Society. **It was agreed that he and the Clerk should look into this, with assistance from Cllr Wood**

**Correspondence**

A list of correspondence was circulated at the meeting. Cllr Todd confirmed that the letter from RBS Solutions had been a canvassing letter offering to undertake the Audit.

325/02 **Deddington Festival**

The Chairman reported that a letter had been received from Hugh White, the Vicar of Deddington informing that Parish Council that concerts would be held in Deddington during the weekend of 28/29 June 2003 and he was seeking the Parish Council's approval for this to be called "Deddington Festival". **Although it was not felt that it was within the Councils power there was no objection to this.**

326/02

**Date of Next Meeting**

Wednesday 18<sup>th</sup> December at the Town Hall commencing at 7.30pm