

DEDDINGTON PARISH COUNCIL
Minutes of the Meetings held in the Old School Hall, Hempton on
Wednesday 19 November 2014 at 7.30pm

Present: Cllrs A Collins, S Boulter, M Cox, F East, J Finnigan, J Flux, H Oldfield, S O'Neill, D Rogers, M Squires, J Watts, B Williams, B Wood and six members of the public and a representative of Deddington News.

214/14	Apologies: None received.
215/14	Declarations of Interest: Cllr S O'Neill declared a Pecuniary Interest in Agenda Items 12 & 13, Large Scale Development Working Group Report and Neighbourhood Planning Update, as a landowner and left the meeting whilst these items were discussed. The following Cllrs declared general interests: Cllr A Collins Agenda Item 10 E&R Windmill Hedges Cllr J Flux Agenda Item 16 F&GP Members' Allowances
216/14	Minutes: The Chair proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) that the minutes of the meeting held on 15 October 2014 are a true record. The Chair then signed the minutes.
217/14	Matters Arising from the Minutes: None
218/14	Parish Council Vacancy: The Clerk confirmed that an election had not been called for so the vacancy would be filled by co-option. A vacancy notice has been put on noticeboards around the parish and on Deddington Online. The aim is to fill the vacancy at the next PC meeting on 17 th December 2014.
219/14	10-Minute Open Forum: Deddington Development Watch (DDW) Carol Horlock addressed the PC on behalf of Sir Frank Davies of DDW. DDW asked that if the PC receives any planning applications 10 days either side of the Christmas holidays it ask CDC for an extension in time for these applications to enable them to be reviewed. Earls Lane parking issues. John Nason spoke on behalf of residents in the new cottages on Earls Lane and Stan Nelson and raised his concerns that the school and surgery drop-off were causing problems. Resident's cars are being blocked in and occasionally people are abusive when asked to move. As a first call responder for elderly people it is important that he has access to his car. He has contacted the school but received no response. He enquired about double yellow, single white or no parking road markings and was advised to contact OCC as this is not within the remit of the PC. The Chair will advise the Rural Police Force of the current issues. It was noted the school governors consider parking to be a major concern regarding possible school expansion.
220/14	County and District Councillor updates. These are available on Deddington On Line. (i) Report from County Cllr A Fatemian: received and noted. Report from District Cllr B Williams: received and noted. Cherwell Local Plan. The revised Cherwell Local Plan has been passed by CDC. An inquiry is expected to conclude before Christmas, a final decision is anticipated three months later. The revised number of dwellings to be built has increased from 16,750 to 22,800 between 2011-2031. Planning Appeal. An appeal has been made to Secretary of State for Communities & Local Government in respect of 13/0194/OUT Land to the rear of Orchard View and Valley View, St Thomas St. Outline planning permission for 7 dwellings. The appeal is to be decided on the basis of an exchange of written statements and a site visit by an inspector appointed by the Secretary of State.
221/14	Recording of Meetings: The Chair informed the PC that the trial audio recording of meetings had been a success. Discussion followed. Cllr D Roger proposed, Cllr J Finnigan seconded the motion and the PC RESOLVED (10 votes for, 1 vote against and 2 abstentions) that the PC purchase a Live Scribe pen and notebooks at a cost of £150. The remainder of the meeting was then recorded. Cllr A Collins informed members of the public that they also had a right to record PC meetings.
222/14	Parish Council Structure: Various discussion arose re the working structure of the PC. It was confirmed that no powers are delegated to the current working groups and that everything must come back to full Council for approval. Cllr M Squires proposed that for everything bar planning the PC should stick to the status quo as there are no delegated powers. Cllr A Collins seconded this motion and it was RESOLVED (unanimous). No response had been received to the letter that the PC had sent to the Rt Hon Kris Hopkins MP so the Clerk will chase. The Chair suggested that one Council Member review all applications for planning considerations and the applications are then debated one by one during the Council meetings. The Clerk reminded Cllrs that all applications are posted on the CDC planning portal and so can be viewed prior to meetings. Due to holidays, conflict of interests and sickness it was suggested that there be more than one nominated Cllr. Cllr A Collins proposed that the Planning working group folds and that a Council Member for Planning is appointed to review the applications as they come in and then present them to Council. Cllr M Cox seconded this motion RESOLVED (unanimous). The Clerk noted that she routinely requested time extensions if required but that CDC has advised that there are some circumstances when this cannot be granted and an Extraordinary Council meeting would then be required. Following the Chairs request for volunteers Cllr B Williams put himself forward, Cllr M Squires seconded this proposition and it was RESOLVED (unanimous). Cllr S O'Neill also put herself forward to shadow Cllr Williams, Cllr D Rogers seconded this proposition and it was RESOLVED (unanimous).
223/14	Membership of Complaints Team: Five Cllrs had asked to join the Complaints team. The PC had previously resolved that it would consist of three Cllrs plus the Clerk (Minute 198/14), therefore Cllr D Roger proposed that this motion be rescinded. The Chair seconded this motion and it was RESOLVED (12 votes for and 1 vote against). Cllr D Rogers proposed that in order to comply with the NALC complaints procedure five Cllrs be appointed as the complaints team who will select three of their number to hear any complaint and the five be Cllrs S O'Neill, M Cox, F East, H Oldfield and J Flux. Cllr M Squires seconded this

	motion and it was RESOLVED (unanimous).
224/14	<p>Environment & Recreation Report</p> <ol style="list-style-type: none"> Grass cutting. A contract variation has been received from OCC to reduce the number of cuts to two cuts per year. Discussion followed. Cllr D Rogers proposed that the PC reduce the number of cuts on the OCC funded areas [the verges] from 8 cuts to 6 cuts per year, publicise the reduction of funding by OCC and advise residents how to complain to OCC if the grass gets too long. Cllr M Squires seconded this motion. Discussion followed. Cllr B Wood proposed an amendment to the motion Cllr J Watts seconded the amendment and it was RESOLVED (10 votes for, 1 vote against and 2 abstentions) that the PC pay the difference required to maintain 8 grass cuts to the OCC verges per year. Cemetery. Twenty-two memorials failed recent memorial testing largely due to changes in the industry standards. The Clerk will write to the relevant families and ask that the memorials be rectified within a certain timescale and that otherwise the PC may have to take action on the grounds of H&S. Drain at Castle Grounds. A resident was thanked for his contribution of £100 towards the works. Windmill Centre Hedges. Following discussion it was RESOLVED (unanimous) that various hedges at the Windmill be cut as on-going maintenance. Cllr M Squires left the meeting at this point. Cllr J Watts, proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (11 votes for and 1 abstention) that the half-moon border hedge outside the viewing lounge be removed, the beech hedge cut back to a height of 2ft, the roots removed of roots and the ground prepared for grass seeding at a cost of £630.00 + VAT. Cllr M Squires re-joined the meeting at this point. Hempton Allotment hedges. It was RESOLVED that the hedges at the allotment will be cut. Cemetery. Planting has been completed and thanks passed to Nicholson's and John Young. Planter at the southern approach to Deddington. Hook Norton vets have offered to refurbish and plant this in return for two directional, reflective signs and a "sponsored by" sign. PC awaiting details of how large these signs will be. Notice board outside the school. Requests received to refurbish this board – the Clerk will reconfirm sizes and resend quote obtained to E&R. Damage to the Windmill Centre. Police have identified those responsible for the recent damage to the changing room windows from the PC's CCTV recordings and a payment to cover the costs is expected soon. Cllr J Flux was thanked for checking the CCTV recordings. Flooding in Clifton. Between Chapel Close and the sewage plant is being investigated.
225/14	<p>Planning Working Group Report</p> <p>Applications</p> <p>14/00363/TCA The Stone House – fell T1 x Picea Abies. Permission already granted by CDC.</p> <p>14/00364/TCA Deddington Castle recover major broken hanging and fallen branches T1 x Mature Sycamore. Permission already granted by CDC.</p> <p>14/01749/F Commercial Storage Building, Clifton Road, Deddington. Change of use of building from class B8 to class B2 to establish an MOT Testing Station. Cllr B Williams proposed, Cllr D Rogers seconded and the Council RESOLVED (6 votes for, 1 vote against with 5 abstentions) no objection but the PC requests additional screening be planted to the north, west and east of the site to screen from neighbouring properties and the Clifton Road.</p> <p>Approvals</p> <p>14/00363/TCA The Stone House, Market Place, Deddington</p> <p>14/00364/TCA Deddington Castle</p> <p>14/00334/TCA Featherton House</p> <p>14/00735/F 17 The Paddocks</p> <p>Correspondence</p> <p>CDC. Notification of the publication of the first draft of the Register of Local Heritage Assets in early 2015 and a request for submission before Christmas 2014.</p> <p>Other Business A Public Exhibition to illustrate and discuss Reserved Matters for the School Ground was held on 13 November. A detailed planning application is expected later and the Large Scale Development Working Group will respond formally to the application</p>
226/14	<p>Large Scale Development Working Group Report Cllr S O'Neill had previously declared a pecuniary interest and left the meeting at this point. The Large scale Development Working group will meet to discuss School field and St Thomas Street. Mr J Day will be invited to continue on this group. The Clerk will alert English Heritage to the possible impact on the Castle Grounds site of the St Thomas Street application.</p>
227/14	<p>Neighbourhood Planning Update: The response level to the questionnaire is approximately 60% the deadline has been extended to 24 November.</p>
228/14	<p>Emergency Winter Planning Working Group Report Cllr S O'Neill re-joined the meeting. Another Snow Warden has volunteered and salt has been delivered to Clifton.</p>
229/14	<p>Highways & Transport Working Group Report</p> <ol style="list-style-type: none"> St. Thomas St. Awaiting feedback from County Cllr A Fatemian Earls Lane Parking. It was noted that the PC objected to planning application (12/00042/F) citing traffic and parking concerns. The PC suggested that residents request a single block line alongside the parking area – this would be self or OCC funded. Cllr M Squires to report concerns at the next governors meeting. Pot Holes Church St. Potholes patched within 8 days of reporting. OCC thanked for rapid response. Traffic Lights. Following a complaint about excessive queues of traffic on Hempton Rd a Seimans engineer noted that new sensor batteries were required. The Clerk to request new batteries from OCC. Windmill St. Car Park. Further investigation has been undertaken. Mr Timms was thanked for his help.

	<p>CDC will be notified of two issues that may have caused the flooding and asked for a further site meeting to discuss.</p> <p>6. Market Place. Town Hall Lighting. OCC will replace the lights with posts and lantern heads and installed close to the North of the Town Hall to save costs. OCC say that if the PC wants the lamp posts in the current position they must fund the installation costs of £800. Cllr J Flux proposed that the lights replace the lights in the same position or as close to the existing position as possible. Cllr J Watts seconded RESOLVED (12 for and 1 abstention). Tim Parker and County Cllr A Fatemian to be notified that the PC considers this to be unacceptable and OCC should pay to site the lights in the existing positions as the CC has an obligation to provide light to keep users of the Market Place safe. County Cllr A Fatemian to be asked about any available funding.</p>																																								
230/14	<p>Finance and General Purposes Working Group Report</p> <ol style="list-style-type: none"> Cash flow to end October. Received and noted. Income includes £1,373.83 interest from the recently matured NatWest bond and £200 compensation. Expenses include £1,089.66 for dog bin emptying. £614.71 for power sweep at the AWC. £5,000 to Old School Room, Hempton. Accounts. £128,033 has been received from NatWest. A cheque for £130,000 has been sent to Nationwide BS. Maturing Bond. An £80,000 Santander bond matures at the end of November. Cllr B Wood proposed, the Chair seconded the motion and the Council RESOLVED (unanimous) that the monies be rolled over to another bond with Santander at 1.1% for one year and that Cllrs B Wood and J Flux are authorised to sign the new bond agreement. Standing Orders and Financial Regulations. Any suggested changes to be sent to the Clerk and Cllr B Wood. These will then have to be approved by the PC. Draft budget for 2014-15. Cllr B Wood will produce a draft budget which when agreed will be the basis for the precept application. Members' Allowances. Cllr B Wood proposed, the Chair seconded the motion and the PC RESOLVED (12 votes for and one abstention) that it will not pay members' allowances. Responsibilities in the parish. Cllr H Oldfield has produced a report regarding the responsibilities. Cllr B Wood to add additional comments and Clerk will then forward to all Cllrs. Cllr D Rogers said that E&R would be compiling a five year plan and budget for authorisation from PC. Windmill Centre Trustees. These manage the Windmill Centre on behalf of the PC on a break-even basis. Any S106 monies for the Windmill Centre or its facilities will come to the PC as the owner with the involvement of the Windmill Centre trustees. Old School Room Hempton. A letter of thanks has been received from the Friends of the Old School Room. Cllr account meeting. Cllr B Wood will meet Cllrs on 29 November to explain the PC accounts. 																																								
231/14	<p>Update from the Parish Council Representatives</p> <p>DCE. Cllr H Oldfield said that the rendering of the Town Hall would take 2 months during which the undercroft will be sealed off. DCE has approved the use of their scaffolding to remove the Coat of Arms.</p> <p>School Governors. Cllr M Squires said that the Primary and Warriner schools had just had OFSTED inspections, which will be published shortly.</p> <p>Royal British Legion. The RBL has asked for a PC representative so Cllr J Flux has volunteered.</p>																																								
232/14	<p>Invoices for Payment: Invoices for the period 16 October - 19 November 2014 totalling £135,748.72 were approved for payment including a cheque for £130,000 which is the transfer of funds to a new Nationwide account. S137 payments to D Joy for the repair of war memorial gate and for the anticipated donation for the Remembrance Day wreath were approved.</p>																																								
233/14	<p>Report upon the investment of the parish Council's Funds as at 31 October 2014</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>179,395.14</td> <td>0.1%</td> <td>Current</td> <td></td> </tr> <tr> <td>Santander</td> <td>75,000.00</td> <td>1.2%</td> <td>1 Yr Fixed</td> <td>End June 2015</td> </tr> <tr> <td>Santander</td> <td>140,000.00</td> <td>1.4%</td> <td>1 Yr Fixed</td> <td>End Sept 2014 (currently being rolled over)</td> </tr> <tr> <td>Santander</td> <td>75,000.00</td> <td>1.4%</td> <td>1 Yr Fixed</td> <td>End Jan 2015</td> </tr> <tr> <td>Santander</td> <td>80,000.00</td> <td>1.4%</td> <td>1 Yr Fixed</td> <td>End Nov 2014</td> </tr> <tr> <td>Total</td> <td>551,910.69</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Account	Balance	Interest	Notice	Valid Until	Imprest	2,515.55	0.1%	Imprest		Current	179,395.14	0.1%	Current		Santander	75,000.00	1.2%	1 Yr Fixed	End June 2015	Santander	140,000.00	1.4%	1 Yr Fixed	End Sept 2014 (currently being rolled over)	Santander	75,000.00	1.4%	1 Yr Fixed	End Jan 2015	Santander	80,000.00	1.4%	1 Yr Fixed	End Nov 2014	Total	551,910.69			
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234/14	<p>Update from the Parish Liaison Meeting: The Chair presented a brief overview of the recent meeting.</p>																																								
235/14	<p>Correspondence: None</p>																																								
236/14	<p>AOB as allowed by Chairman: None</p>																																								
237/14	<p>Next Meeting: The next meeting of the Parish Council will take place on Wednesday 17 December 2014 at 7.30pm in the Holly Tree Club, Deddington. The meeting closed at 9.55pm.</p>																																								