

DEDDINGTON PARISH COUNCIL
Minutes of the Parish Council meeting held in the Old School Room, Hempton on
Wednesday 15 November 2017 at 7.30pm

Present: Cllrs A Collins, M Cox, J Eames, J Finnigan, S O'Neill, H Oldfield, J Reeve, D Rogers (Chair), M Squires, T Timms, J Watts and B Wood (Vice Chair). **Also in attendance:** District Cllr B Williams, County Cllr A Fatemian, a Deddington News representative and seven members of public.

243/17	Apologies: Cllrs D Anderson (Vice Chair) and J Higham.
244/17	Declarations of Interest: Cllr D Rogers declared a pecuniary interest in Agenda Item 8 Planning g) 17/02261/F Illbury Farm as applicant pays into a charity he is a trustee of. The following Cllrs declared a general interest; Cllr D Rogers Agenda Item 8 Planning 17/00386/TCA – Old Well House, Castle Street, Deddington as a friend of the applicant, and Agenda item 13 F&GP (4) as a Trustee of the Windmill Community Centre and (7) Parish shed at the Holly Tree as a member of the Holly Tree Management Committee. Cllr J Finnigan agenda item 13 F&GP Parish shed at the Holly Tree as Chairman of the Holly Tree Management Committee. Cllr S O'Neill in Agenda item 13 F&GP Parish shed at the Holly Tree as a member of the Holly Tree Management Committee.
245/17	Minutes: Cllr B Wood proposed, Cllr J Finnigan seconded the motion and the Council RESOLVED (unanimous by those in attendance) that the minutes of 18 October 2017 were approved as a true record subject to the following amendment: 242/17 Next meeting should read Wednesday 15 November at 7:30pm at the Old School Room, Hempton. The Chairman then signed the minutes.
246/17	Matters arising from the minutes and not referred to later on the Agenda: None.
247/17	10 Minute Open Forum: Farmers' Market Parking Issues. Steve Waterman, Chairman of the Farmers Market addressed the Council about Deddington Farmers' Market and car parking issues. The market now attracts around 1,000 people each month and car parking can be a problem. Stall holders have tried to increase the availability of parking and the Market has supplied information regarding parking through the use of flyers and social media. Mr Waterman attended the TVP liaison meeting with Cllr A Collins. The local sergeant will attend the November market and see if there are any ways that the parking can be better managed. She may ticket cars that are breaking the law. County Cllr A Fatemian joined the meeting at this point. Former British Legion Building. Paul Harris introduced himself to the PC as the purchaser of the former Royal British Legion building. He said that he will be submitting a planning application for two three bed houses and advised that he has already spoken to neighbours. He acknowledged Cllrs concerns regarding parking. He intends to come to the next Parish Council meeting.
248/17	County and District Councillor updates: (i) Report from County Cllr A Fatemian: The report was received and is available on the PC website. a) Farmers' Market Parking. There is only so much one can do about inconsiderate parking but he asked for suggestions as to how OCC and/or the PC could mitigate against this in the future. b) Civils team. A new Civils team will tour North and West Oxfordshire to resolve works. The PC was asked to create a list of Parish Works required. The list should not relate to traffic schemes etc. OCC staff will be given the list and periodically spend a day per area completing as much of the work as possible. Cllrs to provide clear description including photos prior to the next meeting. c) Yellow lines. County Cllr A Fatemian was asked to investigate the true cost of implementing yellow lines in terms of cost per meter, crew costs and costs to change of the definitive map. d) Remembrance Parade. Thanks, were passed to RBL for the parade and to the Cllrs in attendance. e) Piers Row. County Cllr A Fatemian to chase. (ii) Report from District Cllr B Williams: None received. a) Community Transport Scheme. District Cllr B Williams was asked to clarify if the community transport scheme are insisting on a PSV license as mentioned at a recent OALC meeting. Concerns were raised that this could also potentially affect school sport. Cllr Fatemian will follow this up and he asked Cllr Williams to investigate as well. Cllr Williams reminded Cllr Fatemian about the need to confirm the ownership of Piers Row. Cllr Fatemian will follow this up.
249/17	Windmill Centre Redevelopment Working Group: Report. The Council received and considered the report from Mary Robinson. There was discussion regarding the potential positioning of the playground - either to the East or West of the AWC. CDC views are being sought along with the nearby Mill Close residents. It was agreed that the flyer considered and slightly amended at the meeting will be sent to these residents. The PC will pay for the flyer. Architects. It has been suggested that three architects be asked to consider options for integrating the whole site. Funding. Cllr D Rogers raised concern that any delays may result in other communities successfully bidding for some of the off-site sports provision. David Wilson Homes S106 monies is not Deddington specific but allocated to North Oxfordshire so District Cllr B Williams will confirm how CDC will treat and process any applications received. He will also confirm where £4-5k has already been allocated. Cllr D Rogers and Mary Robinson to attend an OCVA workshop on 21 November on Community Fundraising (and to inform Nursery Committee of opportunities available).
250/17	Planning Matters. Applications. The following planning applications were received and considered;

Cllr M Squires and Cllr J Watts left the meeting at this point.

a) **17/00383/TCA - High Bank, St Thomas Street, Deddington.** Fell G1 x 4 Fir Trees. Cllr S O'Neill proposed, Cllr A Collins seconded the motion and the Council **RESOLVED** (nine votes for and one abstention) that it has no objection but with a reminder of the PC Tree Policy.

Cllr J Watts returned to the meeting at this point.

b) **17/00386/TCA – Old Well House, Castle Street, Deddington.** Fell T1 x Eucalyptus. Cllr S O'Neill proposed, Cllr A Collins seconded the motion and the Council **RESOLVED** (nine votes for and two abstentions) that it has no objection but with a reminder of the PC Tree Policy.

c) **17/02019/F: Field End, Castle Street, Deddington.** Single storey front extension to form new entrance porch. This application was considered last month and the PC response submitted.

d) **17/02062/F: 36 Gaveston Gardens, Deddington.** Erection of new sunroom / conservatory building. The next nearest neighbour has no objections to the proposal. Cllr S O'Neill proposed, Cllr J Eames seconded the motion and the Council **RESOLVED** (unanimous) that it has no objection.

Cllr M Squires returned to the meeting at this point.

e) **17/02125/F: Former 2 Chapmans Lane, Deddington.** 1 No replacement dwelling and 2 No new dwellings. Over recent months there has been various applications to remove conditions imposed when the original planning permission was granted in May 2016. This application is to seek approval of the existing building plans but without making any unnecessary alterations to the junction at Chapmans Lane and the main highway. There are no neighbour or highways comments on the CDC planning portal at the time of writing this report. Cllr S O'Neill proposed, Cllr J Eames seconded the motion and the Council **RESOLVED** (unanimous) that it has no objection.

f) **17/02162/REM: Orchard House, Chapel Close, Clifton –** Reserved matters to 15/01032/OUT – Erection of two detached dwellings and associated garages and hard standing – approval of appearance and landscaping. Cllr S O'Neill proposed, Cllr J Eames seconded the motion and the Council **RESOLVED** (unanimous) that it has no objection.

g) **17/02261/F: Illbury Farm, Hempton.** The PC has been granted an extension to responded until 21 December.

Approvals
 17/01760/F Ashcroft House, Hudson St Deddington
 17/01747/F The Firs, St Thomas St, Deddington.

Refusals
 17/01782/F Orchard End, St Thomas St, Deddington.

Correspondence
 17/01941/OCC OS Parcel 6200 Adjacent & East of Hill Barn & Banbury Road, Deddington. Erection of Salt Barn and provision of wash down facility, storage tanks, loading/turning area, parking, access, drainage, lighting and landscaping. CDC objects to this proposal.

Sanctuary Housing E-mail received from Dave Williams, Senior Development Manager on 6 October, asking DPC to put forward any parcels of land that would be suitable for affordable development of 15+ units. Cllr J Eames proposed, Cllr B Wood seconded the motion and the Council **RESOLVED** (unanimous) that the PC respond to say that DPC cannot identify any sites at this present time.

Pear Tree Cottage, St. Thomas Street Pear Tree planted in the path. This has been ongoing for some months. Cllr S O'Neill proposed, Cllr J Finnigan seconded the motion and the Council **RESOLVED** (eleven for and 1 against) that the Clerk will follow this up with OCC enforcement to get this removed. Cllr Fatemian will also ask the enforcement team to take action.

Weston House, Church Street, Deddington; Hedge overhanging path so Cllr J Reeve will contact the home owner.

Wells Yard. The planning decision had been delayed with regard to windows.

Asset of Community Value (ACV). Cllr M Squires proposed that the Council apply to re-register the Duke of Cumberland's Head as an Asset of Community Value (ACV), Cllr J Finnigan seconded the motion. Discussion followed. The motion was then put to a vote. The vote was initially tied (five votes for, five votes against and two abstentions) so the Chair used his casting vote to vote against the motion and the motion fell. It was noted that this proposal could be re-considered at a later date if circumstances changed. District Cllr B Williams was asked to investigate whether an ACV application on a property that had previously been listed as an ACV would be processed more quickly than a new application. County Cllr A Fatemian left the meeting at this point.

251/17 **Neighbourhood Plan Working Group update:** The consultation is open until 19 November 2017. The working group will carefully consider all comments received and ensure that the plan can be fully justified.

252/17 **Large Scale Development Working Group Report:** None.

253/17 **Environment and Recreation Report:**

- 1) **Hempton footpath behind the Methodist Chapel.** Forms with E&R
- 2) **Repair the pedestrian entrance and block paving to pitch at the Windmill.** Done
- 3) **Steward job advert.** Two candidates have been interviewed it was agreed that that Chair and Clerk can make an appointment.
- 4) **Christmas tree,** Installation booked for 29 November. Area to be cordoned off on 28 November.
- 5) **Playground inspection courses.** 2 December, Windmill Centre Cllr J Finnigan, T Timms and the new Steward to attend.
- 6) **RBL bench.** E-mail from RBL Club re bench on green. The PC is awaiting further information.
- 7) **Town Hall Bins.** A solution may be possible in conjunction with the school. Discussions will take place with the possibility of a Grit Bin being purchased for the school from PC grant money.

	<p>8) Play Equipment Wimborn and Welford's Piece. Prior to the next meeting, F&GP will be passed quotes for recommendation.</p> <p>9) New Roses at Cemetery. To be planted on or before 2 December.</p> <p>10) Cemetery management back up for the Clerk. The Clerk asked whether any Cllrs would be happy to have their details passed to funeral directors as a fall-back position in the absence of the Clerk and Chair during extended holiday periods such as Christmas to ensure that funerals can be dealt with in a timely manner. Cllrs M Cox, T Timms and J Watts volunteered – training will be provided by the Clerk.</p>
254/17	<p>Highways and Transport report:</p> <p>1) Speed Watch - NAG feedback. The working group has passed on the questions asked at the meeting to Sgt Hewitt. Recommendations to be made on receipt of answers.</p> <p>2) Hempton Road. Street Light. A resident raised H&S and security issues given the darkness at the point where the Hempton Rd and The Daedings meet. County Cllr A Fatemian was asked to request costing and a feasibility assessment for resolving the issue.</p> <p>3) Meeting with Mike Walsh from OCC. The working group meet and discussed the following:</p> <p>a) Signage at the junction of the A4260 / B4031. To be replaced when traffic lights are upgraded early 2018 (Jan-Mar).</p> <p>b) Village sign on Hempton Road near Wimborn Close. Re-reported.</p> <p>c) “SLOW” to be painted on A4260 near Deddington Primary School. To be completed once sewer works are completed.</p> <p>d) OCC land by Featherton House. There is a possibility that a small part may be tarmacked.</p> <p>e) Signage at junction of St Thomas Street and the A4260. Stop signs are only used for very specific purposes and therefore not appropriate.</p> <p>f) Pedestrian Island in A4260 to serve the elderly residents living in the Grove. Costs of a traffic island and installation of elderly signs to be investigated.</p> <p>g) Pinch Point. Confirmation of use of mirrors sought after conflicting advice from OCC. Yellow lines discussed (it was noted that there are double yellow lines within a pinch point in Bodicote) and repainting of the box junction. Stop sign not felt appropriate for this location either.</p> <p>4) Speed Awareness signs. Two residents have thanked the PC in appreciation of the speed awareness signs currently being rotated within the parish. Cllrs D Rogers, T Timms and J Watts were thanked for installing the signs. County Cllr A Fatemian to be asked if he can supply further signs.</p> <p>5) Damaged Cars Clifton. Two cars have been damaged which TVP are dealing with. Resident has been invited to join the Speedwatch volunteers.</p> <p>6) Clifton Road Closure: TTRO T5295 - Road Closure at Clifton, Main Street (B4031). A temporary closure will operate on 05 February 2018 for one night (19:00 – 23:00).</p> <p>7) Clifton Chapel Close – surface water sewer. Complaints should be made to 0800 0093965. Details to be included in Deddington News.</p> <p>8) Broken street sign St. Thomas St. Has been actioned by the Clerk.</p> <p>9) Unsuitable for HGV signs Philcote St/ Hopcraft Lane/St Thomas St. weight restriction signs. Feedback requested from District Cllr B Williams.</p> <p>10) Parking issues. Illegally parked cars and a car on double yellows line on Hudson St, meant that the bus couldn't complete turn in from main road, and held up bus coming in opposite direction from Market Place. Cllr D Rogers actioned.</p> <p>11) TVP. PCSO. The last Farmers' Market saw a car park in the pinch point. This caused chaos in Chapel Square, held up the S4 bus for over an hour, and would probably have prevented emergency vehicle access. The Farmers' Market representatives at the meeting were asked to consider some questions posed by the H&T WG. It was suggested that a loud hailer may have help to alert the driver. The Church traders will be asked for input and assistance. Local residents' views will also be sought.</p> <p>12) Street Light. Resident complaint about a tree blocking street light and affecting TV reception and light to living areas. The Clerk has requested that the OCC tree team investigate when next in the area.</p> <p>13) 30mph Signs for bins have arrived. For distribution on main routes throughout the Parish.</p> <p>TRANSPORT</p> <p>15) S106. The PC has asked for an update on the £18k provision for the 'Thursday Club' and S4 Banbury-Oxford increased service. £73k committed for improving public transport and for new bus stops to be installed alongside the estate on the Banbury Road. This letter has been acknowledged by Howard Cox of OCC. The clerk will chase for a response.</p> <p>16) Comet. The Comet bus service run by OCC is using minibuses used for school runs during the downtime as a kind of taxi service for individuals and groups. An OCC officer at the recent Parish Transport Representatives meeting said it was running successfully. The Holly Tree Club use this service.</p> <p>17) Community Transport. There are a few Community bus services operating in the county – at least one to a scheduled timetable and some on an ad hoc basis (they run when they are booked). There is still OCC money and driver training available for more Community Transport.</p> <p>18) Funfair and buses. Cllrs J Reeve and H Oldfield were thanked for trying to improve the info about bus services during the fair. Stagecoach provided details of some of the changes to bus route and stops during the funfair which was better than anything done in the past. However, it was not comprehensive so Cllr J Reeve produced a complementary flyer that listed the times of every bus running between Wednesday midday and Sunday midday and an accompanying map that showed the stops.</p>

255/17	<p>Finance & General Purposes.</p> <ol style="list-style-type: none"> 1) Finance Update. Cllr B Wood will update Cllrs about the Councils financial position at the December meeting. 2) Bank accounts and cash flow statement. The money from the British Legion came in on 1 November. The other main payments and receipts were explained. The PC will write and thank the Chairman of the RBL for the funds received from the sale of the RBL building and all of their efforts over the years. 3) Investments. A Nationwide bond for £131,839 at 0.8% matures on 27 November. Cllr B Wood proposed, Cllr J Finnigan seconded the motion and the Council RESOLVED (unanimous) that the PC accept the rollover offer at 0.75%. Barclays have no suitable deposit account into which the PC can deposit the money from the British Legion. 4) Windmill Lease. Cllr D Rogers declared a general interest as a trustee of the Windmill Community Centre Ltd. The proposed amendments to the lease were explained and discussed. Cllr B Wood proposed, Cllr H Oldfield seconded the motion and the Parish Council RESOLVED (11 votes for and 1 abstention) that the Clerk will send the agreement that has been drafted, confirming that Deddington Parish Council and the Windmill Community Centre Ltd agree that the rent for Deddington Windmill Centre, Hempton Road, Deddington OX15 0QH shall be £1 per annum, to Deddington Windmill Community Centre Ltd for signature and return. The agreement will be signed by representatives from both parties. 5) S137. S137 of the Local Government Act 1972 is the amount of money which the PC can spend each year on items for which it has no specific power. This money is called the free resource and is based upon a calculation. The current figures are £7.57 times the number of people on the electoral register therefore, £7.57 X 1,739 = £13,164.23. The following has already been spent £1,000 (Thursday Club), £5,000 (Church kitchen) £17 (Remembrance wreath) and £100 (Flower Show). This leaves £7,047 available to spend this year. OALC advice is being sought to confirm what this money can be used for. 6) Castle Grounds. Clarification of responsibilities. This has been passed to E&R. 7) Parish shed at the Holly Tree. The rent has been increased from £80 pa to £572 pa. This is a large increase but in line with the costs of hiring parking spaces. Cllr B Wood proposed, Cllr A Collins seconded the motion and the Council RESOLVED (nine votes for and three abstentions) that the PC accept these rates for one year and investigate alternatives. 8) Record of personal information held by the PC. The Clerk is to attend a training session and would welcome a Cllr going with her. She will investigate whether the PC should accept an offer of an audit from the Local Council Public Advisory Service. The PC has been approached by the clerk to Duns Tew PC to act jointly - involvement and costs to be investigated. 9) Business Plan. Cllr B Wood will prepare a draft Business Plan based on the Chairman's draft to show total income we might expect and what we might spend it on for discussion at the December PC meeting. Until this is prepared and agreed it was considered wise to postpone decisions on possible expenditure on the Wimborne Close or Welford Piece play areas. 10) Procurement Legislation. There are changes which have to be incorporated into the PC financial regulations. 11) Councillor Allowances. The PC has received the latest schedule of allowances payable to Cllrs. Cllr B Wood proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) that the PC continue the long-standing practice of Cllrs not claiming allowances but claiming expenses for approved travel on parish business. 12) Holly Tree. The Holly Tree intends to change its status to a CIO (Charitable Incorporated Organisation). The PC will seek to confirm with OALC whether this will change our relationship as a Custodian Trustee. 13) DCE. Cllr H Oldfield is the only PC nominated trustee of DCE. The PC are entitled to two. Cllr M Cox put herself forward as a potential second trustee. 14) Budget 2017/18. The chairs of the working groups were asked to send Cllr Wood any budgetary item requests for the next financial year prior to the December meeting. 										
256/17	Grant Application from Holly Tree Club. Carried Forward until December meeting.										
257/17	Grant Application from Deddington Housing Association Holly Tree Club. Carried forward until December meeting.										
258/17	Grant Application from Deddington Nursery School. A representative of the Nursery explained the government initiative of offering thirty free hours, and in some case fifteen free hours to children of two from vulnerable homes to free up parents to work. She raised concerns about being able to offer places given the state of the current building in terms of safety and security. Cllrs suggested ideas for her to further investigate including contacting Victoria Prentis MP, treating the current site as a development opportunity and crowd funding. The nursery currently has approximately £75k of a required £300k to build a new nursery. The PC cannot fund a school but may be able to help fund some small specific items e.g. a new fire door, out of s137 monies.										
259/17	Update from Parish Council Representatives: None.										
260/17	Invoices for Payment: The Council RESOLVED (unanimous) that the invoices listed for payment on 15 November 2017, totalling £12,605.55 were approved for payment.										
261/17	<p>Report upon the investment of the Parish Council's Funds as at 31 October 2017:</p> <table border="1" data-bbox="194 2130 1476 2175"> <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> </tbody> </table>	Account	Balance	Interest	Notice	Valid Until	Imprest	2,515.55	0.1%	Imprest	
Account	Balance	Interest	Notice	Valid Until							
Imprest	2,515.55	0.1%	Imprest								

	Current	66,153.81	0.1%	Current	
	Nationwide	131,839.43	0.8%	1 Yr Fixed	Mid Nov 2017
	Nationwide	82,103.54	0.75%	1 Yr Fixed	Mid July 2018
	Hampshire TB Cambridge& Counties Bank	76,428.90	1.2%	1 Yr Fixed	Mid Dec 2017
	United Trust	85,000.00	1.1%	1 Yr Fixed	Early April 2018
		85,000.00	1.35%	1 Yr Fixed	Mid April 2018
	Total	529,041.23			
262/17	Correspondence: None				
263/17	Any Other Points - No decisions can be taken under this agenda item: None				
264/17	Next Meeting: The next meeting of the Parish Council will take place on Wednesday 20 December 2017 at 7.30pm in the Holly Tree Club, Deddington . The meeting closed at 10:00pm.				