

## DEDDINGTON PARISH COUNCIL

Minutes of a Meeting held at the Town Hall on Wednesday 15 October 2003  
commencing at 7.30pm

**Present:** Councillors Flux (Chairman), Mrs Swash, Spencer, Harvey, Alton, Squires, Wood, Rollason, Watts, Ellis, Haslam, County Cllr Jelf, Graham Pitts (Clerk), Sue Gibbs (Minute Secretary).

68/03 **Apologies**

Apologies were received from Cllrs Mrs Cox, Todd and District Councillor O'Sullivan. It was agreed that a card expressing the Parish Council's best wishes should be sent to Cllr Todd who was in hospital.

69/03 **Minutes of Last Meeting**

The Minutes of the meeting held on 17 September were approved as a true record and signed by the Chairman.

70/03 **Matters Arising – Planning**

The Chairman stated that there had been some discussion at the last meeting on the need for the Planning Working Group to consult Parish Council members before sending note to CDC on planning when there was no meeting scheduled. In the case in point the Clerk had circulated notes by hand before a response had been sent to CDC. Cllr Harvey added that she had also tried to contact all Councillors by phone but not everyone had been available and only two members had got back to her. The Chairman confirmed that this practice would continue when a response needs to be made before a full meeting can be held.

71/03 **Declaration of Interests**

Councillors declared an interest as follows:

72/03: Cllr Harvey as part of the Action Group opposing the RBL

75/03 (12): Cllrs Rollason and Flux

76/03 d: Cllrs Spencer and Rollason

72/03 **10 Minute Open Forum**

Two members of the public elected to address the meeting. The first talked about the Proposed Emergency Stopping Place for Travellers and the second spoke about Deddington Royal British Legion Club.

73/03 **Emergency Stopping Place for Travellers**

Cllr Squires reported that following the open meeting the Action Group had co-opted 3 members of the public who had experience of this kind of issue and had met twice. They had agreed not to hold a referendum, partly because of the short time available and partly because it was felt that the turn out at the meeting at the Windmill Centre had provided a sufficient mandate for them to go ahead and that a referendum would not add much to this. They had agreed that once the formal planning application had been made, members of the public would be encouraged to write to the relevant authorities expressing their views and a flyer had been prepared to this

effect. However, on Friday 10<sup>th</sup> October, OCC had announced that they would not be putting in their planning application on the 13<sup>th</sup> October as had been expected; the planning process had therefore not yet started. A letter had also been drafted by the Working Group, which had been reviewed by legal experts and circulated to Parish Councillors for comments. However, this also could not yet be sent.

Keith Mitchell had asked the Executive to review the overall strategy for gypsies in Oxfordshire and a meeting was being held on 6 December, which the public could attend and at which they could speak or where their written comments could be submitted. OCC's Environment Committee would also be looking at the strategy paper. OCC is considering the whole question of whether transit sites are the way forward, but would not be looking at specific sites.

**It was agreed that the Working Group should draft another letter to be sent to the Environment Committee and the Executive, which would be approved at the next Parish Council meeting.**

The Chairman said that following the receipt of the Press Release from OCC notices had been put on all appropriate noticeboards to inform parishioners that the application had not been put forward. He also added that the Question and Answer packs with information provided by OCC following the open meeting were available in Deddington Library and on Deddington Online.

Co Cllr Jelf warned, however, that this was not the end of the issue as a solution had to be found to the problem and although the final paragraph of the Press Release stated that an application could not be made until the latter part of next year, and he stressed that it would reappear. He said that John Parry was now looking at a completely new strategy and he was having a meeting with him next week. He suggested that the Parish Council took part in both the Executive and the Environment Committee meetings. He thanked all those parishioners who had written to him and promised to take up the points raised in their letters with John Parry.

The Chairman thanked the Action Group for all their work in providing such well-researched concrete reasons for why this application should be opposed. He also thanked the parishioners for attending the open meeting, attended by over 300 people.

Cllr Rollason asked if there should be a representative of the Parish Council at the meetings of the Executive and Executive Committee. **It was agreed that this would certainly be important and that the Action group would look at whether attempts should be made to speak.** Co Cllr Jelf agreed look into whether prior notice of this had to be given and if so, by when.

Cllr Haslam asked whether the parish as a whole was now sufficiently well informed of the latest developments. **After some discussion it was agreed that the Clerk should write a letter to Deddington News outlining the latest situation. A draft of this letter would be circulated to councillors for comments by email.**(This was subsequently not done as The Editor of The Deddington News undertook to deal with this)

74/03

### **Highways Working Group**

Cllr Haslam apologized that the Working Group had not met this month but would report fully at next months meeting. He assured that Parish Council that they were continuing to work on the issues outlined previously. He reported that the lights had now been installed in the bus shelter

and digital timer display would be appearing after 19 October.

75/03

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

Cllr Alton reported as follows:

1. Cllr Todd had resigned as Chairman and it was hoped that Cllr Wood would take over.
2. Following consideration at the last meeting of the late request from the Friends of Deddington library for payment for £749.94 the Working Group recommended that this should not be paid and that the Clerk be asked to write saying that this was because the request had been made too late. **This was agreed.**
3. The Accounts for 2002-03 had been signed off by the internal auditor and circulated to Councillors. **It was agreed that these should be adopted and sent to the external auditor.**
4. A suitable candidate for an internal auditor for next year's account had been identified and had agreed in principle to act.
5. **Budgets.** The Working Groups were all asked to consider these at their next meetings so that these could be looked at by the F&GP together with the question of the budget as a whole and the precept.
6. Cllr Wood said that he and the Clerk would be agreeing the accounts for the year to date for the next meeting.
7. **Stewards Duties.** It was agreed that the Clerk would submit a paper to the F&GP in time for their next meeting.
8. A request had been received from the Boys Brigade for funding their instruments. **It was agreed that this was a suitable request for a grant and that the clerk should contact them to provide information on this.**
9. Deddington Map group had sent in a cheque for £500. The clerk was asked to write a letter of thanks.
10. The PC's subscription to ORCC was overdue. **It was agreed that this should be paid immediately.** ORCC had also sent notification that their AGM was on 20 November and it was suggested that someone should attend.
11. Barclays Bank had written stating that funds were needed in place on the day before cheques were sent out. It was hoped that the improved financial procedures which had now been implemented would ensure that this was not a problem.
12. A letter had been received from the Trustees of the Windmill Community Centre Ltd informing them that this was now a company limited by guarantee and asking the Parish Council to assign the lease accordingly. **It was agreed that this should be done on the condition that the new company maintains charitable status and the clerk was asked to get together the necessary documents to make this change.**

76/03

### **Environment and Recreation Working Group**

Cllr Spencer reported as follows:

- a. **BMX Track.** There had been fewer problems than in the previous month. Grass seed was now in the clerk's office and it was agreed that the Stewards should be asked to apply this as appropriate. The signs had also now arrived. Deddington Online had asked for a piece on the BMX track. The shelter had now been installed and the Clerk was thanked for organizing this. The Working Group would now like to go ahead with the

fence as per the original budget. The Clerk was also asked to organize a bin to be placed by the shelter. This would be paid for from the funds allocated to bins.

- b. **Resurfacing of All Weather Pitch.** Two estimates had now been received. They were approximately £13,000 and £16,000 plus VAT respectively. A third was still awaited. The Working Group was now looking at ways of sourcing funding for this.
- c. **Millennium Yew Tree.** The Working Group proposed that the Yew tree as mentioned by Cllr Cox at the previous meeting should be planted outside the entrance to the cemetery. There was some concern that in time this might cause a problem with Highways. **It was agreed that Deddington News should be asked to insert a notice asking parishioners to suggest a suitable site.**
- d. **Deddington Colts Parking.** Cllr Spencer declared an interest. Cllr Rollason declared an interest. Parking was still causing a problem in Castle Street. Cllr Swash reported that she had spoken to PC Middleton who would be on duty on Saturday and would go and have a look at the situation but unless the residents phoned to complain he could not act. Cllr Haslam reported that he had been there the previous Saturday and said that the road was better and that most people were parking at the NFU. Cllr Rollason said that no one from the Deddington Colts would support any parents parking badly.
- e. **Disability Discrimination Act.** **It was agreed that Deddington News should be requested to ask parishioners for information as to what changes to facilities they would like.**
- f. **Oxford Playing Fields Association.** Cllr Rollason had attended the AGM on 7 October 2003 and would be reporting to the Working Group at their next meeting.
- g. **Grass Cutting** It was noted how efficiently this had been carried out by the Fox team, after an initial one or two problems earlier in the year. **It was agreed that a letter should be sent thanking them for their work over the summer. It was also agreed that next time if the contact were put out to tender in the future it should be awarded for a period of two or three years.**

77/03

### Planning and Property Working Group

Cllr Harvey reported as follows:

- a. A list of approvals is attached. Three further approvals had been received since the Working Group's meeting.
- b. **03/02039/F 29 Gaveston Gardens** Single Storey rear extension. **No objection.**
- c. **03/01917/TCA High Bank St Thomas St Deddington** Fell groups of conifers to left hand side of drive. Reduce purple plum by 30%. Fell 1 conifer by corner of house. Reduce damson by 25% and reshape. Fell 1 conifer outside kitchen window. **No objection, although it would be suggested that the 3 felled conifers should be replaced.**
- d. **03/01722/LB St James Farm Clifton** Erection of 2 metre high stone wall and timber gates and alterations to outbuildings. **No objection, provided it were not turned into a dwelling.**
- e. **02/02186/F Mullions Castle Street Deddington** Conversion and extension of existing garage to form study/office and garage. **No objection providing it was sold as one property.**

**Invoices for Payment**

77/03

Invoices totaling £5686.59 in accordance with a schedule circulated at the meeting, a copy of which is filed with these minutes, were approved for payment.

**Investment of Councils Funds**

78/03

At the close of business on 17 October 2003 the balances were as follows:

**BANK BALANCES AS AT 17/09/03**

<b>ACCOUNT NUMBER</b>	<b>BALANCE</b>	<b>INTEREST</b>	<b>NOTICE</b>
70708526	334.23	.1%	Imprest
70708542	11392.66	.1%	Current
<b>TOTAL</b>	<b>11726.89</b>		
Bradford & Bingley	1000.00	3.4%	120 Days
W. Bromwich Building SOC.	520373.97	3.4%	Overnight
<b>TOTAL</b>	<b><u>533100.86</u></b>		

**Correspondence**

79/03

A list of correspondence was circulated at the meeting.

**Date of Next Meeting**

80/03

Wednesday 19 November at the Town Hall commencing at 7.30pm.