

DEDDINGTON PARISH COUNCIL

**Minutes of a Meeting held at the Town Hall, Deddington, on
Wednesday 15 October 2008 at 7.30pm**

Present: Cllrs Flux (Chair), Alton, Anderson, Ince, Privett, Rudge, Spencer, Squires, Todd, Ward, Watts, Westbury and Wood . The Parish Clerk was also in attendance.

In attendance: District Councillor O'Sullivan and County Cllr Jelf

140/08	Apologies: Apologies were received from Cllrs Collins
141/08	Minutes of the last meeting: The list of those present at the meeting held on 17 September should have included Cllr Westbury. Cllr Flux then signed the minutes as a true record.
142/08	Declaration of Interests 150/08 (2) and (3) Allotments: – Cllrs Rudge, Squires and Westbury personal interest 150/08 (8) Bowls Club Gate - Cllr Todd personal interest
143/08	Matters Arising not referred to later on the Agenda: Cllr Todd reiterated that the reflective strip on the barrier on the bend between Aynho and Souldern turn has still not been replaced. He also mentioned that the junction coming from Deddington into Aynho was causing visibility problems when turning right as cars are parking despite the double white lines. County Cllr Jelf has agreed to follow this up with his counterpart in Northampton CC.
144/08	10 Minute Open Forum Lynda Lake-Stewart addressed the council with an update of the Allotment Committee. She noted that the responsibilities of the committee were being taken very seriously and that a lot of work had already been undertaken and a fantastic job had already been achieved on the work undertaken. Cynthia Napper from the Oxfordshire Nature Conservation Forum also gave a brief overview of the 2006 NERC (Natural Environment and Rural Communities) Act, with particular reference to section 40, which relates to Parish Councils. The main purpose is to ensure that biodiversity considerations are promoted locally and included when decision-making, and that sustainable commitments are made where possible. Practical ways of raising biodiversity awareness include recording, enhancing and restoring natural habitats. Thames Valley Records Centre offers a recording and collating service ensuring local environmental groups findings are accessible and also offers a sign posting service to help identify the right people or information to help with specific circumstances. At least 50% is available towards the fees of an ecologist (daily rate £250 - £300). Cllr Westbury asked whether the PC should be pulling together local information gathered by groups such as butterfly and bat information, then making this accessible. Cllr Rudge agreed to investigate further. Cllr Todd asked if the act had anything in place to ensure that replacement trees are planted when someone removes a tree within a conservation area. There is nothing currently in place to enforce this. Cllr Flux thanked Cynthia for her talk to the Council and for raising awareness.
145/08	County and District Councillors update County Cllr Jelf reported that a press release had been issued to explain that the £5 million OCC money tied up with Icesave would be taken out of reserves and not be passed onto residents in terms of reduced services or increased costs. District Cllr O'Sullivan added that endeavours were being made to retrieve the money which CDC has invested and it was hoped that at least a proportion would be recovered.
146/08	Fees for Cemetery and Town Hall Cllr Ince and Anderson are still investigating and also looking into Health & Safety.
147/08	Christmas Lunch Cllr Ince suggested holding a Christmas lunch on 18 th December for the PC staff (Clerk and Stewards) and any Cllr able to attend. It was agreed that parish funds should not be used to pay for the cost of employee's meals even though the sums are small. It was left that those Cllrs who want to make a contribution to the cost should contact Cllr Ince.
148/08	Thames Valley Police Community Messaging – Nominated Neighbour Scheme Cllr Flux explained that the main purpose of the scheme is to ensure that vulnerable people have a neighbour to call upon if they are unsure of a visitor calling at their home. This could tie in with the current Good Neighbour Scheme and so will be revisited next month.
149/08	Planning Group Applications 08/01983/F – Stoneford, Main Street, Clifton Alterations to existing garage with build over at first floor to provide ancillary living accommodation for family members. The proposals create two distinct living accommodations on site rather than just ancillary accommodation to the existing house. The PC will recommend that a planning condition be included preventing either part of the new accommodation from being let or sold separately. No parking layout is shown but the applicant states that there is room for 8 vehicles. The PC will ask CDC to ensure that all 8 vehicles can enter and leave the premises in a forward direction and have sufficient room to manoeuvre on site. The driveway to reach the property is jointly used and shouldn't be obstructed. Vehicles should only enter the highway in a forward direction. Subject to these conditions the PC has no objection. 08/02043/TCA – Pieris, 14a High Street, Deddington Reduce one Eucalyptus Gunnii. No objection.

Late Application

08/02057/F – 34 The Daedings. Single storey extension and new sunspace and porch to front. No decision reached but referred back to the Planning WG to make a recommendation as required before the next PC meeting.

Amended Application(s)**08/01899/F – Outbuilding adjacent to 3 Holly Tree Cottages, Deddington**

Change of use of flat from residential to a Chiropractic clinic 2/3 mornings weekly (as amended by plans received 25/09/08). Amended plan now shows correct position. Already being used for the purpose applied for. No change to PC stance - objection on same lines as earlier minute (130/08).

Approvals

08/01243/F – The Homestead, The Lane, Hempton - Amendments to 06/02461/F and 06/02242/F.

08/01244/LB – The Homestead, The Lane, Hempton

08/01483/F – Holcombe Hotel, High Street, Deddington

08/01484/LB – Holcombe Hotel, High Street, Deddington

08/01569/F – Old Corner House, Market Place, Deddington

08/01570/LB – Old Corner House, Market Place, Deddington

08/01660/F - 38, The Daedings, Deddington.

08/01831/08 – The Willery, Clifton Road, Deddington

Other matters**Possible non-compliance - 08/00769/F – Ithaca, Hopcraft Lane, Deddington**

This permission permitted the removal of concrete tiles from the front of the dwelling at first floor level and their replacement with rendering painted white. The applicant has subsequently changed the frontage at ground floor level by inserting a new door and windows. Additionally the original Bradstone facing has been rendered over and painted white. This is out of keeping within the conservation area and not part of the original approval. CDC planners are investigating.

GOSE: Proposed changes to draft Regional Spatial Strategy for SE. Comments needed by 24/10/08.

SEERA: Partial Review of South East Plan: Gypsy and Traveller Accommodation. Papers to Cllr. Squires for comment in view of his earlier actions. Reply by 21 October. Cllr Todd/Clerk to send the questionnaire to Cllr Squires for completion.

Shelter/Bicester CAB: Community Workshop re Weston Otmoor Eco-Town. Received too late to enable PC participation.

Upper Heyford Base Planning Forum: October meeting cancelled as Public Inquiry on subject is in progress. Next meeting is 21 January, 2009.

Northants CC: Minerals and Waste Development Framework (MWDF) and Control and Management of Development element of the MWDF. Responses required by 20 November.

Cherwell DC: Local Development Framework – Options for Growth. Consultation period until 24 November. Cllr Todd attended a presentation of this paper on 25 September. It only indicated possible growth areas adjacent to Banbury and Bicester. Paper on rural areas will not appear until after the current consultation. CDC urged to place copies at Deddington and other village library sites. CDC will be consulting local people at the Farmers' Market on 25 October. Cllr Rudge asked for clarification on the term "Cluster villages". Cllr Wood explained that this was a number of villages located close to each other that cover a range of facilities required.

OCC and Clitherow – Public Highway Boundary PC is being copied into correspondence relating to a fence outside Hempton Lodge, A4231, Hempton. Notice has been served by OCC for its removal. There are both highway and planning implications.

150/08

Recreation Working Group

1. **New Allotment Association – responsibilities.** A constitution is being drawn up with allotment holders. Cllr Anderson reported that the terms & conditions of holders' agreements will be rationalised and updated.
2. **£1,100 request from Allotment Association for communal shed at Satin Lane.** This was discussed at length. The land is not owned by the Parish Council but leased on a yearly roll over contract so agreement for a permanent structure could not be given until the terms of the lease is clarified. Cllr Ince proposed that the expenditure be agreed in principle if the necessary requirements are met and if the price is kept within the cost boundaries suggested. This was seconded by Cllr Spencer and unanimously agreed. Cllr Wood will liaise with Lynda Lake-Stewart to further discuss the funding and other needs.
3. **Satin Lane other items.** Cllr Ince reported that the association were looking for funding for a digger for 4 days and installation of a new water trough. A formal request and more details are required in order for a decision to be made.
4. **Allotment planting of trees.** Cllr Squires suggested that any trees planted on holders' allotments be restricted to a height of 10ft. It was suggested that, in the spirit of neighbourliness,

	<p>three recently planted apple tree be moved - Lynda Lake-Stewart will liaise with the holder. Cllr Squires said that the site clearance of Satin Lane had saved the Parish Council in the region of £300, and asked that thanks be passed on to the Association.</p> <ol style="list-style-type: none"> 5. Playing field provision (Castle Grounds). Following on from the initial work of Cllrs Watts and Westbury it was agreed that a more detailed study regarding car parking and changing room facilities at the Castle Grounds be undertaken and also the installation of a fitness trail. It was suggested that the fitness trail be thought of in relation to the environmental and bio diversity suggestions made in the 10 minute forum. Cllr Flux said that before anything is done English Heritage and the Church Commissioners would need to be consulted to sort out the legalities. 6. Fair – Cllr Squires asked why the fair dates are clashing with the Warriner Choral Society's concert in the church. The fair dates had been diarised at least 10 months ago so it was not known why this occurred. Cllr Privett asked for confirmation that no vans would be located on the village green. Cllr Flux confirmed that this will be discussed with Mr Hatwell to ensure that this does not occur. Cllr Todd asked where the fair staff would park as last year Earls Lane verge had been left in a bit of a mess. If the parking is in Earls Lane the fair owner be asked to park on planks to distribute the weight so the ground is not torn up or make good before leaving. 7. Youth Club. Cllr Ward attended their recent meeting. There were two queries for the Parish Council. Firstly, could a request be made for volunteers for the committee and for help during the Monday evening club as one adult is required for every ten children. CRB checks would be necessary. Secondly, that the club money will run out after Christmas. The budget for this has already been approved so Cllr Wood will be contacted when the monies are required. 8. Bowls Club Security Gate. Cllr Squires pointed out that if the gate is not locked it will not do the job intended. The Clerk has requested a spare padlock key when it is available. Cllr Todd will draw this matter to the attention of the Bowls Club at their forthcoming AGM. 9. OPFA are holding an AGM on 23 October. To be held in West Oxfordshire.
151/08	<p>Finance & General Purposes Working Group</p> <ol style="list-style-type: none"> 1. Cash Flow Statement to end of September. The cash flow was presented. 2. Annual Return. It was proposed by Cllr Wood that the annual return and annual external audit report be accepted. This was seconded by Cllr Alton and unanimously agreed. The internal auditor accepts the way the asset register is presented. 3. Parish Council Deposits. The council's deposits with West Brom and Birmingham Midshires Building Societies have been reviewed. West Brom is a traditional society and should not be affected by recent developments. Midshires is part of HBOS and should be protected by government involvement. The Midshires money is a two year bond but as the PC had previously agreed a maximum investment term of 1 year the meeting was asked to approve the current investment and this was agreed. Cllr Anderson said that he had obtained up to date credit reports on the two institutions and theses were passed to the Clerk for placing on file 4. Repair to Church clock. Cllr Flux in discussions with the vicar. PCC meeting on Thursday when the recommendation will be made that a contribution from the church will be given. 5. Town Hall repaint. Cllr Flux in discussions with DCE. 6. Allotments. Stonepits– a letter will be sent to previous solicitors re non-released papers and lack of progress. 7. Allotments - Satin Lane. As previously noted. Cllr Wood to discuss request for financial help from Lynda Lake-Stewart and report back. 8. Tertiary grant application - from Sam Thornton, Mill Close -unanimously agreed. 9. Tennis Club. A grant request for £1,929.94 (25%) for re-surfacing the tennis courts. The club has £21,350 in bank and over £3,000 surplus in each of last two years (to September 06 and 07). Given that the club is well funded and other clubs/associations are more in need of funding it was proposed by Cllr Wood that the grant be refused on this occasion. This was seconded by Cllr Alton and unanimously agreed.
152/08	<p>Highways Working Group (HWG)</p> <ol style="list-style-type: none"> 1. Hempton White Line – The Parish Clerk has spoken with OCC Highways who advised that the PC talk to Louise Harrison about this. County Cllr Jelf will also liaise with Ian Hudspeth. 2. Earls Lane Speeding – Cllr Privett has been in further contact with Steve Wood regarding additional readings – these have now been undertaken and forwarded to Louise Harrison. Cllr Privett has requested that OCC advise when they are going to do a site visit so that members of the HWG and School Governors can meet to discuss the full problems of speeding and parking. 3. Crossing Point at Traffic Lights on A4260 – an OCC survey found no-one wishing to cross west/east in an hour period (obviously not taken during peak time such as the school run). HWG to formulate a response as OCC currently see no need or have funds available. 4. Southern Crossing – Cllr Rudge asked if any response had been received from Darren Mizzen regarding the request for a crossing of the main road to the South of the village. HWG to chase. 5. Parking Sub-Committee – will prepare a paper to bring to council once they have met and reviewed previous data. 6. Satin Lane – OCC dealing with road markings to prevent cars blocking the entrance to the Satin

	<p>Lane Allotments.</p> <p>7. Undergrowth Clearance – Cllr Rudge asked that this be requested on the lead up to the village on the South side as it is overgrown. Clerk to follow up.</p> <p>8. County Council Bus Strategy Issues - Cllr Ward has agreed to take over issues relating to bus and transportation issues.</p>																								
153/08	<p>Environment & Special Projects</p> <ol style="list-style-type: none"> The Oak tree on the village green is being monitored and already looks better The dog bin in the Paddocks has not been emptied because it was omitted from the list passed over to CDC. New bin approved and will be purchased this month. Clifton dog bin. There is only one dog bin in Clifton by the play area resulting in dog excrement being placed in litter bins. Cllr Ince proposed that another bin be purchased at a cost of £100 to be placed by the bus shelter. This was seconded by Cllr Privett and unanimously agreed. The Litter bins. These are still being emptied intermittently. CDC have been contacted and a meeting has been arranged on Thursday 23 October to resolve this issue. Gaveston Gardens Clean Up. Wednesday 29 October at 10:00 am has been confirmed. Cemetery: A meeting to discuss the proposed new costs and implications of the Health and Safety proposal will be held and reported back at the next PC meeting (November). Wildflower Meadows. Following the contact made with Cynthia Napper in the 10 minute forum Cllr Rudge has agreed to progress this proposal. Notice Boards. Cllrs Todd and Ince to follow up. PC Broadband at Windmill Centre. This is being upgraded to a wireless network. Procedures/security need to be put in place for safe usage. A router has been supplied free of charge by BT. The account has also been changed to provide a cheaper package for normal calls. The provision of a second phone (for the Windmill) on the same call plan was discussed and is being investigated further. Hanging Baskets. These have been removed. The parish planters will be cleared this month. Winter planting was not suggested but Cllr Ince proposed that a budget, of £50, be agreed for daffodils bulbs for the planters. This was seconded by Cllr Rudge and unanimously agreed. Bus Shelter. It has been reported that the Hempton Road Bus Shelter is in need to a repaint. The Clerk has contacted OCC to check who is responsible for its upkeep. Cllr Watts asked that the Hempton Bus Shelter also be included in any repaint. Incinerator at Ardley. Cllr Spencer drew the council's attention to a proposed incinerator site at Ardley and suggested that it impacted the parish as incinerators of this type can reduce air quality for a 15 mile radius. The Clerk will check to see who is responsible. Cllr Todd felt that as this related to waste disposal this would be the responsibility of the County Council. 																								
154/08	<p>Report upon the Play Areas</p> <p>The Basketball ring has now been mended and the safety issues resolved. Max has checked all play areas and said that they are good. There is no need to replace any bark at present.</p>																								
155/08	<p>Invoices for Payment</p> <p>A schedule of invoices totalling £8,301.48 were tabled and approved for payment for period 18 September – 15 October 2008.</p>																								
156/08	<p>Investment of Council Funds</p> <p>At the close of business on 15 October 2008 the balances were as follows:</p> <table border="1"> <thead> <tr> <th>ACCOUNT</th> <th>BALANCE</th> <th>INTEREST</th> <th>NOTICE</th> </tr> </thead> <tbody> <tr> <td>Barclays Current Acct</td> <td>976.72</td> <td>0.1%</td> <td>Instant</td> </tr> <tr> <td>Barclays Imprest Acct</td> <td>14,177.15</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>330,270.48</td> <td>5.20%</td> <td>Overnight</td> </tr> <tr> <td>Birmingham Midshires</td> <td>200,000.00</td> <td>5.13%</td> <td>Fixed Bond</td> </tr> <tr> <td>TOTAL</td> <td>545,424.35</td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Current Acct	976.72	0.1%	Instant	Barclays Imprest Acct	14,177.15	0.1%	Current	W. Bromwich Building Soc.	330,270.48	5.20%	Overnight	Birmingham Midshires	200,000.00	5.13%	Fixed Bond	TOTAL	545,424.35		
ACCOUNT	BALANCE	INTEREST	NOTICE																						
Barclays Current Acct	976.72	0.1%	Instant																						
Barclays Imprest Acct	14,177.15	0.1%	Current																						
W. Bromwich Building Soc.	330,270.48	5.20%	Overnight																						
Birmingham Midshires	200,000.00	5.13%	Fixed Bond																						
TOTAL	545,424.35																								
157/08	<p>Correspondence</p> <p>Quote to repair All Weather Court – An insurance claim will be made for the work required.</p> <p>Dispensation agreement for the Windmill Centre – this has been agreed by CDC.</p> <p>Data Protection Act 1998 – Cllr Anderson briefly mentioned the areas that needed to be covered. Cllr Squires asked if further warning signs regarding the cameras could be procured and displayed. This was agreed.</p> <p>Fitness Trail Quote. A quote of £10,000 for the fitness trail has been received. Cllr Flux asked that it be noted that a 50% grant may be made available.</p> <p>CDC 12 November Meeting, Cllr Flux will be attending.</p>																								
158/08	<p>AOB</p> <p>The remembrance day parade will be held on Sunday 9 November at 10:30. The Clerk to arrange a PC wreath. Cllr Todd passed on apologies, as attending a service elsewhere.</p>																								
159/08	<p>Next Meeting: The next meeting of the Parish Council will take place on Wednesday 19 November 2008 at 7.30pm in Hempton Church Hall.</p>																								