

**DEDDINGTON PARISH COUNCIL**  
**Minutes of the Meetings held in the Holly Tree Club, Deddington on**  
**Wednesday 15 October 2014 at 7.30pm**

**Present:** Cllrs A Collins, S Boulter, M Cox, F East, J Flux, H Oldfield, S O'Neill, D Rogers, M Squires, J Watts, B Williams, B Wood, County Cllr A Fatemian (joined the meeting at agenda item 7) and six members of the public.

190/14	<b>Recording of Meetings.</b> Cllr A Collins read a notice regarding the public's right to record Council meetings.
191/14	<b>Apologies:</b> Apologies were received and accepted from Cllr J Finnigan.
192/14	<b>Declarations of Interest:</b> Cllr S O'Neill declared a Pecuniary Interest in Agenda Items 11 & 12, 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 B Williams - Planning Application 14/01378/LB Foodies, Tuckers House, Market Place, Deddington Cllr A Collins – Planning Application 14/01640/TPO Sedge Hill, Main St, Clifton Cllr A Collins Agenda Item 16 Update from PC representatives regarding Cricket Club pavilion.
193/14	<b>Minutes:</b> The Chair proposed, Cllr D Rogers seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the minutes of the meeting held on 17 September 2014 are a true record. The Chair then signed the minutes.
194/14	<b>Matters Arising from the Minutes:</b> The Chair presented his understanding of the function and role of Working Groups. Discussion followed. Cllr A Collins will contact neighbouring PC's to discuss their working practices and update the PC at the November meeting after the Parish Liaison meeting.
195/14	<b>Parish Council Vacancy:</b> The Chair reported that John Day has resigned from the PC and noted that his resignation was a significant loss to the PC and the community in general. The Clerk has notified CDC and the process for recruiting a new Cllr has now begun. Interested parties should contact the Elections Office at CDC for information about the eligibility criteria. Cllr H Oldfield proposed, the Chair seconded the motion and the Council <b>RESOLVED</b> (unanimous) to formally record a vote of thanks to John Day for his hard work during his time on the PC. In future Cllrs will be told when someone resigns from the Council.
196/14	<b>10-Minute Open Forum:</b> John Wilson, a resident, addressed the PC regarding the traffic issues in St. Thomas Street, noting his concerns about the volume, speed, type and size of the vehicles using this route, the width of the pathways and that SAT NAVS sent inappropriate sized lorries down this route. He asked for a 20 mph speed limit to be considered. County Cllr A Fatemian's commitments prevent him from attending a site meeting at present but residents, Cllrs and OCC Highways Officers will meet and brief him of their findings. 'Speedwatch' might be able to assess the speed of vehicles during daylight hours.
197/14	<b>County and District Councillor updates.</b> These are available on Deddington On Line. (i) <b>Report from County Cllr A Fatemian:</b> received and noted. (ii) <b>Report from District Cllr B Williams:</b> received and noted. <b>Cherwell Local Plan.</b> The consultation period for the Cherwell Local Plan has come to an end and will be presented to full council on 20 October, if passed it will be submitted on 21 October. The inquiry will resume on 9 December and is expected to conclude before Christmas, a final decision is anticipated three months later. The revised number of dwellings to be built in Cherwell has increased from 16,750 to 22,800 between 2011-2031.
198/14	<b>Complaints Procedure:</b> A draft complaints procedure was received and considered. Cllr A Collins proposed, Cllrs D Rogers seconded the motion and the Council <b>RESOLVED</b> (unanimous) to adopt the complaints procedure. Cllr B Wood proposed that Deddington Parish Council has a standing Complaints Team consisting of three Cllrs elected by the PC, plus the Clerk, and that these Cllrs will consider a specific complaint if the Clerk is unavailable or is the subject of the complaint. Cllr J Watts seconded this motion and it was <b>RESOLVED</b> (10 votes for and 2 abstentions). Cllrs interested in forming part of the team should contact the Clerk and Chair before the November meeting when this matter would be brought forward.
199/14	County Cllr A Fatemian joined the meeting. Cllr A Fatemian responded to the following queries: <b>Rumoured Reduction to the Grass Cutting Budget.</b> Cllr Fatemian could not confirm this as the 2015-2016 budget will be produced in February 2015 but that cuts in various areas were likely. <b>Free Electric Blanket Testing.</b> A note will be put into the Deddington News where the nearest testing will be held. There is already a poster in the Library.
200/14	<b>Highways &amp; Transport Working Group Report</b> <b>Parking and Removal of Keep Clear Road markings.</b> The Clerk will follow this up with OCC. <b>Resident in The Paddocks suggesting that it is becoming a 'Rat Run'.</b> The resident has been advised to notify OCC of her concerns. PCSP TVP will also be advised at the next speedwatch monitoring event. <b>Hempton Speeding.</b> A resident raised concerns about speeding in Hempton early morning as the Warriner children catch the bus and suggested that some enforcement is made. The matter has been passed to TVP. The Speedwatch group will consider this area to monitor in the near future. The Chair agreed to follow up. <b>Parking on The green outside Johnsons.</b> A resident notified the PC of their concerns about parking on the green. The Clerk will advise the resident that this matter has been forwarded to OCC as it is their land. <b>HGV's Hempton.</b> A resident reported that a large number of tipper trucks have been using the Hempton/Chipping Norton road. The Great Tew Quarry has confirmed that these are not their vehicles. The situation will be monitored. <b>Town Hall and Market Place Lighting.</b> It has been proposed that all OCC street lighting equipment from the Town Hall building be removed and replaced by free standing alternatives when the Town Hall is renovated. The proposed positions of the columns were discussed and concerns were raised about a potential lack of light to the south side of the Town Hall. Cllr D Rogers will meet with OCC and DCE

	<p>representatives on site, preferably in fading daylight, in order that the problem can be properly assessed.</p> <p><b>Transport.</b> The Council received and noted information about a meeting between Stagecoach UK and the Movement &amp; Transport Topic Group of the Neighbourhood Planning Working Group.</p> <p><b>Christmas Tree Lights</b> – The Clerk suggested that Deddington Parish Council may be able to negotiate with SSE and OCC to run the Christmas Tree lights from a lamp post if the proposed batteries do not work.</p>
201/14	<p><b>Environment &amp; Recreation Working Group Report</b></p> <ol style="list-style-type: none"> <li><b>1. Drain at Castle Grounds.</b> The ditch has been cleared and entrance smoothed to allow access. The ACO drain has been cleared and rodded from both ends and now runs freely. It was agreed to monitor.</li> <li><b>2. Request for a Memorial Bench.</b> A request to install a memorial bench on the far side of the cricket pitch (parallel to the footpath that runs between the cemetery and Windmill pitches) was received and considered. The bench will be purchased, installed and maintained by the enquirer. The cricket and football clubs have already been consulted and have no objections. Cllr D Rogers proposed, Cllr M Squires seconded the motion and the Council <b>RESOLVED</b> (11 for and 1 abstention) that the memorial bench is approved as long as its position does not interfere with the sports pitches or hedge cutting.</li> <li><b>3. Tree felling request.</b> In response to a residents enquiry quotes were obtained for the felling, stump grinding and removal from site of one (£456) or possibly two trees (£636). After much discussion Cllr J Watts proposed, Cllr B Wood seconded the motion and the Council <b>RESOLVED</b> (5 votes for, 1, against and 6 abstentions) that the PC do nothing. The Clerk will write to the resident on behalf of the Chair.</li> <li><b>4. Cemetery.</b> Cllr D Rogers proposed, Cllr M Squires seconded the motion and the Council <b>RESOLVED</b> (11 votes for and 1 against) that a hardy, slow growing, ever green hedge is planted at the cemetery to mark an area for the surface scattering of ashes at a total cost of £404.80.</li> <li><b>5. Windmill Trees and Bushes.</b> Five quotes had been obtained for various hedging and tree works around the Windmill Centre. Cllr D Rogers proposed, Cllr J Watts seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the work be undertaken at a total cost of £2,064 inc VAT.</li> <li><b>6. Footpath reporting.</b> The PC thanked a resident for sending the PC a very useful report about all of the footpaths to the East of the A4260. Cllr J Watts will look after the western loop of footpaths.</li> </ol>
202/14	<p><b>Planning Working Group Report</b></p> <p><b>Applications</b></p> <p><b>14/01378/LB Foodies, Tuckers House, Market Place, Deddington.</b> The addition of 1 x internally illuminated single perspex wall mounted sign to the front of the building. Cllr B Williams declared a general interest and did not vote on this application. Cllr B Williams proposed, Cllr O'Neill seconded the motion and the Council <b>RESOLVED</b> (3 votes for and 9 abstentions) that it has no objections on planning grounds, however for future guidance the PC would welcome the comments of the Conservation Officer regarding this application. Cllr B Williams declared a general interest and did not vote on this application.</p> <p><b>14/01640/TPO Sedge Hill, Main St, Clifton.</b> 1 Silver Birch – Removal of single overhanging branch. 1 Ash Tree – Reduce south face of crown by 3-4mm to previous work growth points and crown lift overhanging garden branches – subject to TPO/23/94. The Chair declared a general interest in this application. Cllr B Williams proposed, Cllr D Rogers seconded the motion and the Council <b>RESOLVED</b> (10 for and 2 abstentions) that it has no objections.</p> <p><b>14/01494/F Foresters Cottage, The Tchure, Deddington.</b> Change of use of existing office (B1) to 2 residential units, minor alterations to elevations to modify 3 existing windows to form doors. Cllr B Williams proposed, Cllr D Rogers seconded the motion and the Council <b>RESOLVED</b> (10 votes for and 2 abstentions) that it makes no objection but requests that the applicant demonstrates a plan to CDC on how they will manage builders vans, skips, storage and delivery of materials to the site as the Tchure has limited access onto High Street and pedestrian only access into the Market Place. It would not be appropriate for the applicant to park vehicles, skips or supplies of material in the Tchure during the development and consideration to the neighbours both in the Tchure and on High Street / New Street should be demonstrated before permission is granted.</p> <p><b>Approvals</b></p> <p>14/00583/OUT – Land to rear of St James Farm, Clifton</p> <p>14/01111/F – 24 Windmill St, Deddington</p> <p>14/01291/ADV - Foodies, Tuckers House, Market Place Deddington</p> <p>The PC had objected to all of the three applications.</p> <p><b>Correspondence</b></p> <p><b>Mr George Philip, New Barn Farm, Sibford Gower</b> An enquiry to the Chairman of PC has been received regarding the purchase of a field adjoining Ilbury Farm, Hempton. He believes the villagers of Hempton and therefore Deddington PC own the field. The Clerk will notify the correspondent that it will look into this matter and come back to him. Cllrs D Rogers and S O'Neill to investigate and report back.</p>
203/14	<p><b>Large Scale Development Working Group Report</b> Cllr S O'Neill had previously declared a pecuniary interest and left the meeting at this point.</p> <p>The Chair has been approached by the owners of the land North of Gaveston Gardens for help engaging with the community about 'Reserve Matters' that need to be dealt with such as access, drainage, standing water ponds and pedestrian crossings. Discussion followed. The Council reaffirmed that the PC will not participate in confidential meetings with any developers so the developers must put forward a specific formal written proposal for consideration by the PC.</p>
204/14	<p><b>Neighbourhood Planning Update:</b> The surveys have been distributed and banners will soon be going up to remind the residents to complete them. Cllrs were asked to encourage people to do so</p>
205/14	<p><b>Emergency Winter Planning Working Group Report</b> Cllr S O'Neill re-joined the meeting at this point.</p>

	Cllrs agreed an article for inclusion in the Deddington News asking for further volunteer Snow Wardens.																																																		
206/14	<p><b>Finance and General Purposes Working Group Report</b></p> <ol style="list-style-type: none"> <li><b>Bank accounts reconciled and cash statement.</b> The main receipts and payments were itemised. The second instalment of the precept has been received. Cllr B Wood offered to run through the accounts with Cllrs who wished to better understand how the PC's finances work one Saturday morning. The Clerk will arrange this.</li> <li><b>Accounts signed off.</b> The external auditor BDO has signed off the accounts to 31 March 2014.</li> <li><b>Natwest.</b> There was a problem transferring the £132,133.02 from NatWest to Nationwide BS for a one year bond at 1.4%. Cllr B Wood proposed, the Chair seconded the motion and the Council <b>RESOLVED</b> (unanimous) that that Deddington Parish Council would invest one hundred and thirty thousand pounds (£130,000.00) with Nationwide Building Society. The signatories for this account will be Brian Wood (Chairman of the Finance and General Purposes Working Group) and Jim Flux (Council Member) that these signatories are required to authorise any transactions. It was noted that in future the Chair will also be included as a signatory so that any two of there can sign.</li> <li><b>Santander.</b> The certificate from Santander in respect of the £141,962.14 bond states that the interest will be paid net of tax. Santander has been reminded that they have agreed to pay this gross.</li> <li><b>Verges.</b> A letter has been received from OCC asking if the PC would be interested in maintaining highway verges on an agency basis. The PC will respond positively and ask for further details.</li> </ol>																																																		
207/14	<b>War Memorial.</b> The Chair reported progress on the renovation of the gate. This will be completed before Remembrance Day. The Stewart will be asked to rub back and touch up the other gate post.																																																		
208/14	<p><b>Update from the Parish Council Representatives</b></p> <p><b>School Governors.</b> A meeting has been held between the school governors, Diocese of Oxford and OCC regarding the expansion plans for the School at the request of the School Governors. The school governors make the final decision on any expansion plans and currently have no current plans to do so. There should currently be sufficient places for all children living within the parish to attend even with the new development although they could not be sure about children from the Barfords. OCC have to decide what happens to the S106 monies for Deddington. Adderbury Parish Cllrs were present at the meeting and confirmed that they would prefer that the school in Adderbury is expanded rather than having to bus their children over to Deddington and believe that OCC are considering expansion either at Adderbury or Deddington. County Cllr A Fatemian suggested that half form entry might be considered at Adderbury School although these have financial implications. The Deddington School governors will vote in the next couple of months upon the schools possible expansion.</p> <p><b>Windmill Community Centre.</b> The Tennis Club have had permission to put floodlights up and hope to get grants from Sports England so are working with the WC about this. The Cricket Club are considering expanding their pavilion so an outline proposal will be made to the PC to seek outline support. The Chair declared a general interest in this item.</p>																																																		
209/14	<p><b>Invoices for Payment:</b> Invoices for the period 18 September – 15 October 2014 totalling £11,974.22 were approved for payment.</p> <p>Cllr Squires asked whether a resident had made the contribution towards the Castle Grounds drainage work as previously agreed. Cllr D Rogers will follow up this request with the resident who had agreed to do this.</p>																																																		
210/14	<p><b>Report upon the investment of the parish Council's Funds as at 30 September 2014</b></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>58,781.24</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</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>NatWest</td> <td>128,033.84</td> <td>1%</td> <td>1 Yr Fixed</td> <td>End July 2014</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>NatWest Reserve</td> <td>2,526.08</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td>561,856.71</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Account	Balance	Interest	Notice	Valid Until	Imprest	2,515.55	0.1%	Imprest		Current	58,781.24	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	Santander	75,000.00	1.4%	1 Yr Fixed	End Jan 2015	NatWest	128,033.84	1%	1 Yr Fixed	End July 2014	Santander	80,000.00	1.4%	1 Yr Fixed	End Nov 2014	NatWest Reserve	2,526.08				Total	561,856.71			
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211/14	<b>Correspondence:</b> No queries.																																																		
212/14	<p><b>AOB as allowed by Chairman:</b> The structure, processes and features of Committees, Sub-committees and working groups were discussed. The Clerk provided clarification about the differences, explained NALC's guidance and recommendations and advised Deddington Parish Council to follow this advice. Discussion followed about options including the appointment of Council Members for specific areas (similar to CDC's portfolio holders), establishing committees or maintaining the status quo based upon a legal ambiguity that had been identified by a Cllr. It was noted that the PC's current working groups have never had delegated powers to make decisions. They only ever make recommendations to full Council and this system works well. Adderbury PC confirmed that they work through working groups on a similar basis to DPC. Cllrs were asked to consider this matter further. The Clerk will continue to seek time extensions for planning applications with deadlines before PC meetings but Cllr A Fatemian suggested that the PC might consider establishing a planning committee to deal with any applications that need to be decided between meetings.</p> <p><b>S106.</b> The PC has received an unsatisfactory response regarding S106 monies from OCC. A further letter will be sent to ask why OCC are not proposing that DPC be given similar considerations as Bloxham PC.</p>																																																		
213/14	<b>Next Meeting:</b> The next meeting of the Parish Council will take place on <b>Wednesday 19 November 2014 at 7.30pm</b> in the <b>Old School Hall, Hempton</b> . The meeting closed at 9:41pm.																																																		