

**DEDDINGTON PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held in the Windmill Centre, Deddington on**  
**19 October 2016 at 7.30pm**

**Present:** D Anderson (Vice Chair), A Collins, M Cox, J Flux, J Higham, H Oldfield, S O'Neill, D Rogers (Chair), M Squires, B Wood (Vice Chair), and J Watts.

**Also in Attendance:** District Cllr B Williams, one member of public and representative from Deddington News.

223/16	<b>Apologies:</b> Cllr J Finnigan, County Cllr A Fatemian and the Clerk. Cllr A Morrell not in attendance.
224/16	<b>Declarations of Interest:</b> Cllr A Collins declared a general interest 234/16 Wedding at Welford's Piece as he knows the family concerned.
225/16	<b>Co-option of Parish Councillor – Update from Chair</b> James Reeve applied to be co-opted on to the PC. He has lived in the parish for the last three years and is on the committee for Friends of Castle Grounds. Cllr D Rogers proposed, Cllr M Squires seconded the motion and the Council <b>RESOLVED</b> (nine votes for, one against and one abstention) that James Reeve be co-opted to the PC. As the Clerk (the proper officer) was not present he will sign his acceptance of office in the Parish Office. The Clerk will notify CDC of the co-option.
226/16	<b>Minutes:</b> The PC <b>RESOLVED</b> (unanimous, by those in attendance) that the minutes of the meeting of 21 September 2016 were correct subject to a small change to minute <b>213/16 Clerk delegated cap</b> . From the second sentence it should read "F&GP suggested that it be increased to £500 per month to cover repairs and replacements. Cllr M Squires proposed £200 which Cllr J Flux seconded and the Council <b>RESOLVED</b> (unanimous) that the delegated financial authority is increased to £200 per month to cover repairs and replacements". The Chair then signed the minutes.
227/16	<b>Matters Arising from the Minutes:</b> None.
228/16	<b>10 Minute Open Forum:</b> None.
229/16	<b>County and District Councillor updates.</b> (i) <b>Report from County Cllr A Fatemian:</b> no report received. (ii) <b>Report from District Cllr B Williams:</b> The report will be made available on the PC website. The following was noted: a) <b>Overview &amp; Scrutiny – A361 Working Group.</b> A working group has been set up with District Cllrs H Brown and B Williams to investigate the issues and engage with residents, businesses and users of the A361 and to explore solutions with OCC highways. b) <b>Cherwell Local Plan – Part 2.</b> The latest SHLAA figures will be presented to CDC Executive at the next meeting in November. c) <b>Fly Tipping – Earls Lane / Cosy Lane.</b> Earls Lane has been cleared by CDC's Street Cleansing Dept, the fly tipping in the copse behind the Windmill Centre has also been cleared (presumably by the land owner). There is more dumped furniture in Cosy Lane to the side of 15 Windmill St. Steps are being taken to set up CCTV within Cherwell at known fly tipping sites and CDC has introduced fixed penalty notices for those caught for smaller fly tipping breaches. d) <b>Council Tax.</b> CDC does not intend to increase its proportion of the Council Tax for the 8 <sup>th</sup> consecutive year. e) <b>Parish Liaison Meeting.</b> Will take place on Wednesday 9 November at Bodicote House.
230/16	<b>Planning Matters.</b> <b>Applications</b> a) <b>16/00229/TCA: Stonewall, Castle Street, Deddington.</b> Fell 1 Sycamore & 2 Prunus and reduce 12 other trees by 25- 30%. The consultation deadline was not extended, the officer has already decided to approve the application. b) <b>16/01726/F: Tennis Courts, Windmill Centre, Hempton Rd, Deddington.</b> Variation of condition 2 (lighting plan) of 14/00203/F – replacement of the existing lighting design. This application has been approved. It was noted that 10 meter poles rather than 12 meter were approved with all other criteria still in place (9:30pm curfew for three nights per week, light spill requirement, etc). The Chair of the Tennis Club has offered to speak to the Windmill Committee and PC. c) <b>16/01769/F: The Robert Franklin Studio, Clifton Mill, Main Street, Clifton.</b> Erection of a new porch and glazed link. Insertion of new window to east elevation & insertion of new window to north elevation and the construction of associated balcony. The removal of 1960s gables. Relocation of metal flue and insertion of a second. Cllr S O'Neill proposed, Cllr A Collins seconded the motion and the Council <b>RESOLVED</b> (ten votes for and one abstention) no objection. d) <b>16/01776/F: Homelands, Chapel Close, Clifton.</b> Extension to roof, to increase its pitch and height, to form a two-storey dwelling. Cllr S O'Neill proposed, Cllr A Collins seconded and the Council <b>RESOLVED</b> (ten votes for and one abstention) no objection. e) <b>16/01865/F: 4 The Paddocks, Deddington.</b> Demotion of existing single storey attached side storage area; erection of two storey side extension to same foot print as existing side stories including extension to form enlarged front porch; formation of two parking spaces within front garden with new vehicular access onto Hempton Road B4031. Cllr D Rogers proposed, Cllr A Collins seconded the motion and the Council <b>RESOLVED</b> (unanimous) no objection but asked for a condition that permeable parking material be used. f) <b>16/01912/F &amp; 16/01913/LB: Folly Cottage, The Lane, Hempton.</b> Erection of single storey rear extension, replacement of rear door and replacement of posts to entrance porch. Cllr S O'Neill proposed, Cllr H Oldfield seconded the motion and the Council <b>RESOLVED</b> (ten votes for and one

	<p>abstention) no objection but requests that the Conservation Officer ensures that the materials used are in keeping.</p> <p>g) <b>16/01916/F: 63 St Johns Way, Hempton.</b> 2 storey side extension with utility room and garden room. Cllr S O'Neill proposed, Cllr D Anderson seconded the motion and the Council <b>RESOLVED</b> (unanimous) no objection.</p> <p>h) <b>16/00259/TCA: The Stile House, New Street, Deddington.</b> T1 x Chestnut – fell. Cllr S O'Neill proposed, Cllr D Rogers seconded the motion and the Council <b>RESOLVED</b> (ten votes for and one against) no objection but requests that they apply the DPC tree policy.</p> <p><b>Permitted</b>  16/01306/F – Shed – Park Farm House  16/014841/F – 1 The Daedings – new dwelling with parking area</p> <p><b>Withdrawn</b>  16/01494/F and LB – Unicorn Inn, single story side extension.  16/01647/F 1 Philcote Street, replacement doors and windows</p>
231/16	<p><b>Neighbourhood Plan Working Group:</b> The working group are waiting for the CDC Local Plan Part 2 and SHLAA allocation. Cllrs requiring paper copies were asked to notify Cllr H Oldfield. Documentation to include the Neighbourhood Plan, Basic conditions and Sustainability Appraisal. David French was thanked for the incredible amount of work that he has put into the NP.</p>
232/16	<p><b>Large Scale Development working group report</b></p> <ol style="list-style-type: none"> <li>1) Cllr D Rogers proposed, Cllr A Collins seconded the motion and the Council <b>RESOLVED</b> (nine votes for and two abstentions) that the PC concur with CDC Executive regarding private estate infrastructure that was discussed on 3 November 2014 (Agenda Item 70). <i>That the policy that the Council's strong preference is that public space, outdoor sports pitches and play areas on new developments continue to be adopted by the Council in conjunction with the relevant town or parish council with a commuted sum based on accurate costs which reflects the Council's tendered rates for maintenance approved. And (2) That the policy that the Council will only consider a local management organisation proposed by any developer if <b>all</b> the conditions set out in the annex to the minutes (as set out in the Minute Book) are met and approved.</i></li> <li>2) Cllr D Rogers proposed, Cllr A Collins seconded the motion and the Council <b>RESOLVED</b> (ten votes for and one abstention) that the draft letter regarding the 16/01548/F application for 99 house on land North of Gaveston Gardens and rear of Manor Farm be sent to Linda Griffiths at CDC.</li> <li>3) Cllr D Rogers proposed, Cllr J Higham seconded the motion and the Council <b>RESOLVED</b> (ten votes for and one abstention) that the draft letter regarding Telecoms cabinet be sent to CDC. It was noted that District Cllr B Williams and Cllr D Rogers will attend a site visit.</li> </ol>
233/16	<p><b>Highways and Transport report</b></p> <ol style="list-style-type: none"> <li>1) <b>Clifton Mill.</b> A site visit has taken place and OCC have agreed to pay for two new signs – a replacement for the sharp bend sign and a new sign warning motorist that approaching vehicles may be approaching in the middle of the road or a road narrows sign. In addition, a 'SLOW' road marking will be painted as part of OCC works schedule for next year. Mr Franklin, the resident most affected, has agreed to fund the full cost of the pneumatic data recorder and provide the PC with the data. The PC will thank Mr Franklin for funding this project.</li> <li>2) <b>Parking in Market Place.</b> A resident has requested parking bays be painted in the market place. It was agreed that a letter be sent informing him of previous considerations. TVP and OCC have found that marking out formal parking bays does not guarantee that cars will be parked properly. These have often led to a decrease in cars being able to park therefore exacerbating the parking problem rather than solving it. There is no ability to enforce parking in such bays and many Cllrs felt that painted lines would not be desirable. It was noted that on market days there are overflow car parks both at the School and at the Health centre for market day shoppers.</li> <li>3) <b>Traffic Lights.</b> No apparent problems of phasing at this time. A resident has brought it to the PCs attention that vehicles are still stopping at the traffic lights after turning left from Hempton road and not all motorists are respecting the give way line at the entrance of Earls Lane. This is leading to a build-up of traffic travelling from Oxford to Banbury. The PC will ask OCC to repaint the keep clear lines.</li> <li>4) <b>Speed Watch.</b> TVP are testing new speed monitoring equipment. A couple of new speed watch volunteers have come forward. Cllr J Higham will organise a speed watch session with TVP and then contact volunteers with times and dates.</li> <li>5) <b>RTC at traffic Lights.</b> An accident occurred between the hours of 09:00hrs and 09:45 hours on 15 October. An ambulance was on scene. Cllr J Higham will ask TVP for details.</li> </ol> <p><b>TRANSPORT:</b> Nothing to report.</p>
234/16	<p><b>Environment and Recreation</b></p> <ol style="list-style-type: none"> <li>1) <b>Welford's Piece Hire.</b> A tentative inquiry was received about a wedding party putting a Marquee on Welford's Piece. Concerns were raised regarding insurance, curfew, damage to grounds etc. The PC will wait until more details have been received before offering an opinion.</li> <li>2) <b>Christmas Lights.</b> Cllr J Watts proposed, Cllr A Collins seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the PC spend up to £500 purchasing and installing a transformer on a timer. The forms required by OCC and SEE will be submitted to enable the Christmas Tree to be lit.</li> <li>3) <b>Christmas tree.</b> Cllr M Squires proposed, Cllr A Collins seconded the motion and the Council <b>RESOLVED</b> (unanimous) that a total budget of £900 is approved for the purchase, delivery, installation and disposal of the Christmas tree this year. The Clerk will confirm the price of a 20-foot-tall Christmas</li> </ol>

	<p>tree from Blenheim Estate, obtain quotes for the installation and dismantling of the tree and book these services if they are within budget.</p> <p>4) <b>Bowls Club.</b> The quotes received in excess of £10,000 per year make the price prohibitive.</p> <p>5) <b>Play Area adoption.</b> The E&amp;R asked the PC to encourage CDC (and the NP team) to require developers to provide adoptable play areas with a commuted sum for their maintenance.</p> <p>6) <b>Oxfordshire PFA meeting.</b> Awaiting report from a site meeting. Initial points include the requirement for a buffer between house boundaries and sports / play areas.</p> <p>7) <b>Defibrillator update.</b> SSE have DPC's application and will consider it in three weeks time. There are notices in a number of phone boxes. Community Heartbeat Trust to be contacted to ask to secure the Hempton and Clifton Kiosks.</p>																																													
235/16	<p><b>Finance and General Purposes</b></p> <p>1) <b>Bank accounts.</b> All balanced and agreed. The main items of income and expenditure were noted.</p> <p>2) <b>Job description and assessment for Clerk.</b> This has been distributed to Cllrs as part of the benchmarking process for this job.</p> <p>3) <b>Referendum principle on council tax.</b> The government has published a consultation on local government finances. Cllr B Wood proposed, Cllr S O'Neill seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the PC respond to <i>Question 6: Do you agree with the suggestion that referendum principles may be extended to all local precepting authorities? If so what level of principle should be set? And Question 7: Do you have views on the practical implications of a possible extension of referendum principles to all local precepting authorities?</i> No to question 6, and with reference to question 7: Yes, the PC does have views: that it would wholly impractical, disproportionate and uneconomic for a council such as DPC to hold a referendum on precept increases of more than 2% or £5. The other two questions are as follows: <i>Question 4: Do you agree that referendum principles should be extended to larger, higher spending town and parish councils in 2017/18?</i> Cllr B Wood proposed, Cllr J Watts seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the PC respond No to this question – for similar reasons that we think referenda on this issue are unsuitable for Deddington. <i>Question 5: Do you agree with the proposed approach to take account of the transfer of responsibilities to town and parish councils?</i> Cllr B Wood proposed, Cllr H Oldfield seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the PC respond to Yes.</p> <p>4) <b>Internal auditor.</b> John Suckling will be formally thanked for his services as the audit has been completed by BDO. The Clerk will write to Trish Ingham to formally appoint her as the new internal auditor.</p> <p>5) <b>PC Membership numbers.</b> CDC are reviewing the number of Cllrs on PC's. They asked whether DPC wanted to be included on the list of councils where the number of councillors will be considered. The Council decided to retain its current size, noting that it is one of the largest in CDC.</p> <p>6) <b>Budgets.</b> Cllr B Wood asked that working groups consider budgets for 2016/17 year and inform him of any budget considerations to aid with forecasting prior to the next meeting.</p> <p>7) <b>DPC email storage.</b> It was agreed to pay an additional £1.70 per month for additional email storage.</p>																																													
236/16	<p><b>Windmill Centre Upgrade:</b> A lot of positive comments have been received about the refurbishments. The Windmill Committee will apply for grants for LED lighting for the hall and is considering the options for kitchen flooring.</p>																																													
237/16	<p><b>Invoices for Payment:</b> The Council <b>RESOLVED</b> (unanimous) that the invoices for payment be made on 19 October 2016, totalling £4,674.56 were approved for payment.</p>																																													
238/16	<p><b>Report upon the investment of the Parish Council's Funds as at 30 September 2016</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>87,855.03</td> <td>0.1%</td> <td>Current</td> <td></td> </tr> <tr> <td>Santander</td> <td>76,880.48</td> <td>0.75%</td> <td>1 Yr Fixed</td> <td>Start Feb 2017</td> </tr> <tr> <td>Santander</td> <td>82,037.11</td> <td>0.75%</td> <td>1 Yr Fixed</td> <td>Start Feb 2017</td> </tr> <tr> <td>Nationwide</td> <td>130,000.00</td> <td>1.4%</td> <td>1 Yr Fixed</td> <td>Mid Nov 2016</td> </tr> <tr> <td>Nationwide</td> <td>81,124.71</td> <td>1.2%</td> <td>1 Yr Fixed</td> <td>Mid July 2017</td> </tr> <tr> <td>Hampshire TB</td> <td>75,000.00</td> <td>1.9%</td> <td>1 Yr Fixed</td> <td>Start Dec 2016</td> </tr> <tr> <td><b>Total</b></td> <td><b>535,412.88</b></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Account	Balance	Interest	Notice	Valid Until	Imprest	2,515.55	0.1%	Imprest		Current	87,855.03	0.1%	Current		Santander	76,880.48	0.75%	1 Yr Fixed	Start Feb 2017	Santander	82,037.11	0.75%	1 Yr Fixed	Start Feb 2017	Nationwide	130,000.00	1.4%	1 Yr Fixed	Mid Nov 2016	Nationwide	81,124.71	1.2%	1 Yr Fixed	Mid July 2017	Hampshire TB	75,000.00	1.9%	1 Yr Fixed	Start Dec 2016	<b>Total</b>	<b>535,412.88</b>			
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239/16	<p><b>Update from Parish Council Representatives.</b></p> <p><b>Deddington Charities Estate.</b> The Town Hall has a new tenant. The trustees were thanked for continuing to secure the future of the DCE.</p>																																													
240/16	<p><b>Correspondence.</b> None.</p>																																													
241/16	<p><b>AOB as allowed by Chairman:</b> Cllr M Squires requested that the recording of meetings be an agenda item for November 2016 meeting.</p>																																													
242/16	<p><b>Next Meeting:</b> The next meeting of the Parish Council will take place on <b>Wednesday 16 November 2016 at 7.30pm</b> in the <b>Old School Room, Hempton.</b></p>																																													
243/16	<p><b>Exclusion of the Public and Press.</b> The Council <b>RESOLVED</b> that because the nature of the business to be transacted is sensitive the public and press be temporarily excluded from the meeting (Public Bodies (Admission to Meetings) Act 1960 s.1). and they left the meeting.</p>																																													
244/16	<p><b>Staff Matters:</b> The benchmarking of the Clerks job was discussed</p> <p>The meeting closed at 21.50pm</p>																																													