

**DEDDINGTON PARISH COUNCIL**

**Minutes of the Parish Council meeting held in the Duke of Cumberland's Head, Clifton on  
Wednesday 18 October 2017 at 7.30pm**

**Present:** Cllrs J Eames, J Finnigan, J Higham, 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, a Deddington News representative and five members of public.

220/17	<b>Apologies:</b> Cllrs D Anderson (Vice Chair), A Collins, M Cox and County Cllr A Fatemian.
221/17	<b>Declarations of Interest:</b> The following Cllrs declared general interest: Cllr J Finnigan agenda item 13 F&GP (6) Holly Tree Club as a Trustee. Cllr S O'Neill in Agenda item 13 F&GP (6) Holly Tree Club as a trustee and (11) Allotments as an allotment holder, and Agenda item 17 To consider a resident's suggestion that the Parish Council's bins be stored behind the library as an employee of the library. Cllr H Oldfield in Agenda item 17 To consider a resident's suggestion that the Parish Council's bins be stored behind the library as a Deddington Charity Estates (DCE) trustee. Cllr D Rogers agenda item 13 F&GP (6) Holly Tree Club as a Trustee and (12) Windmill as a Windmill Centre Trustee. Cllr M Squires Agenda item 13 F&GP (11) Allotments as an allotment holder. Cllr J Watts Agenda item 13 F&GP (11) Allotments as an allotment holder.
222/17	<b>Minutes:</b> Cllr J Watts proposed, Cllr S O'Neill seconded the motion and the Council <b>RESOLVED</b> (unanimous by those in attendance) that the minutes of 20 September 2017 were approved as a true record subject to the following amendments: <ol style="list-style-type: none"> <li>1. A spelling error in the resolution at minute 206/17 d) Spencer Builders Ltd was amended to read "RESOLVED (six votes for, one vote against and four abstentions).</li> <li>2. Minute 210/17 8) Road Closures was amended to confirm that Cllr H Oldfield had asked that in future it is clarified whether a 'road closure' under discussion refers to the closure of the parking area in front of the Unicorn, the closure of the roads or both.</li> <li>3. The names of the proposer and seconder were added to the resolution included in minute 219/17 Staff Matters.</li> </ol> <p>The Chairman then signed the minutes.</p>
223/17	<b>Matters arising from the minutes and not referred to later on the Agenda:</b> 209/17 90 <b>Additional jobs.</b> The Clerk asked for clarification about the minimum guaranteed hours associated with this job. Cllr J Watts proposed, Cllr M Squires seconded the motion and the Council <b>RESOLVED</b> (nine votes for, one against and one abstention) that the post is for a minimum of 10 hours per month.
224/17	<b>10 Minute Open Forum:</b> None
225/17	<b>County and District Councillor updates</b> (i) <b>Report from County Cllr A Fatemian:</b> None received. (ii) <b>Report from District Cllr B Williams:</b> The report was received and is available on the PC website. <ol style="list-style-type: none"> <li>a) <b>Adoption of the International Holocaust Remembrance Alliance working definition of anti-Semitism.</b> CDC will adopt the working definition of anti-Semitism.</li> <li>b) <b>BT Phone Boxes in CDC.</b> BT being urged to maintain and service several BT phone boxes in the district. Others face removal or repurposing. The phone box by Deddington Town Hall is listed.</li> <li>c) <b>Community Governance Review and Parliamentary Boundary Review.</b> The Upper Heyford parish has been subdivided. A new Heyford Park parish (new housing at the Upper Heyford Base), has been created. Upper Heyford village will be within Upper Heyford parish. Despite 97% of residents objecting, part of the current Somerton Parish will now be in the Heyford Park parish.</li> <li>d) <b>Fly Tipping.</b> To date there has been no increase in Fly Tipping since new charging regime.</li> <li>e) <b>Philcote St - Weight / Width Restriction.</b> Residents have approached District Cllr B Williams regarding HGV's that are regularly mounting the pavement to negotiate the parked cars along Philcote Street. The possibility of introducing weight or width restriction was discussed as it suggested that no HGV's should be travelling in that part of the village (St Thomas, Philcote and Hopcrafts Lane). District Cllr B Williams discuss the options available with OCC.</li> </ol>
226/17	<b>Windmill Centre Redevelopment Working Group Report:</b> Cllr H Oldfield presented a detailed report detailing plans for the four strands of Windmill refurbishment; <ol style="list-style-type: none"> <li>1) <b>The MUGA.</b> Funding of £104,000 is available from S106 money and CDC have agreed that a tarmacked sports pitch, open to all, would be a suitable use of the funds</li> <li>2) <b>AWC.</b> Upgrading the AWC could prove less expensive than anticipated. A more secure fence surrounding the court is necessary. The lighting could be upgraded without the need for a new LED system and new stanchions; a gate wide enough to allow a cherry-picker on to the court would facilitate the changing of bulbs. A storage space for goalposts could be installed.</li> <li>3) <b>Playground.</b> Discussions with residents of Mill Close will begin shortly concerning the location of the new playground. About 8-12 pieces of play equipment have been shortlisted, some suitable for a woodland trail, to be supplemented by equipment from the existing teen scene. Location to be agreed before quotes are sought.</li> <li>4) <b>Windmill Centre.</b> A wish list has been drawn up for the Windmill Centre with a view to making it more accommodating and thereby produce more revenue. An architect has offered to do a design for a refurbished and extended building (free of charge initially) which should provide some guide to costings and feasibility. Cllr D Rogers is gathering estimates for work that will need to be carried out at the Windmill irrespective of an extension, including a new roof and improvements to the access road.</li> </ol>

	<p><b>Consultation.</b> Consultation to take place with the parish by means of a display of plans at a farmers' market and leafleting. Comments to be directed to a new email address.</p> <p><b>Ecological Survey.</b> Cllr D Rogers proposed, Cllr J Watts seconded the motion and the Council <b>RESOLVED</b> (unanimous) to spend up to £1,700 on a Preliminary Ecological Appraisal of the Windmill Centre site.</p>
227/17	<p><b>Planning Matters.</b></p> <p><b>Applications.</b> The following planning applications were received and considered;</p> <p>a) <b>17/01852/REM Home Farm, Main Street, Clifton.</b> Reserved matters to 16/02246/OUT Erection of farm workers dwelling. All matters were reserved. This is a 3 bed bungalow at the rear of Home Farm. No comments on the CDC portal at the time when this report to Council was prepared. Cllr S O'Neill proposed, Cllr M Squires seconded the motion and the Council <b>RESOLVED</b> (unanimous) that it has no objection.</p> <p>b) <b>17/01907/F Fairview, St Thomas Street, Deddington.</b> Second storey rear extension and single storey rear porch extension. No comments on the CDC portal at the time when this report to Council was prepared. Cllr S O'Neill proposed, Cllr J Finnigan seconded the motion and the Council <b>RESOLVED</b> (unanimous) that it has no objection.</p> <p>c) <b>17/01909/LB Duke of Cumberland's Head, Main Street, Clifton, Banbury.</b> Convert snug to letting room. Cllr S O'Neill proposed, Cllr J Watts seconded the motion and the Council <b>RESOLVED</b> (unanimous) that it has no objection but asks that the CDC Conservation Officer consider the impact on the historic fabric of the building.</p> <p>d) <b>17/02012/F &amp; 17/02013/LB – Castle House, Bull Ring, Deddington.</b> Conversion of existing stables to create single 2-bed single story dwelling with separate access via Victoria Terrace. Neighbours had only recently become aware of the application but had already contacted the Parish Council to express their objections and concerns. Residents of Stoneleigh House were given permission to address the Council at this point and spoke in opposition to this application. Cllr S O'Neill proposed, Cllr M Squires seconded the motion and the Council <b>RESOLVED</b> (eight votes for, one vote against and two abstentions) that the Council <b>OBJECTS</b> to this planning application on various grounds including, but not limited to, the effect on a neighbouring listed property from 3 roof lights that would overlook this listed property, light pollution and loss of privacy; conservation issues and access and highways concerns.</p> <p>e) <b>17/02019/F - Field End, Castle Street, Deddington.</b> Single storey front extension to form new entrance porch. Small porch to increase size of entrance hall and storage. No comments on the CDC portal at the time when this report to Council was prepared. Cllr S O'Neill proposed, Cllr J Reeve seconded the motion and the Council <b>RESOLVED</b> (unanimous) that it has no objection.</p> <p>f) <b>17/02040/TPO – Sedge Hill, Main Street, Clifton.</b> T1 Mature Ash Tree – reduce all over by up to 2 metres and thin by 10%, crown lift to a clearance of 4 metres – subject to TPO 23/94. No comments on the CDC portal at the time when this report to Council was prepared. Cllr S O'Neill proposed, Cllr J Eames seconded the motion and the Council <b>RESOLVED</b> (unanimous) that it has no objection.</p> <p><b>Approvals</b>  17/00263/TCA – Holly Tree Cottages, Earls Lane, Deddington.  17/00265/TCA - Caris Lodge, Goose Green, Deddington.  17/01457/TPO – Geggs Lodge, Hempton Road, Deddington.</p> <p><b>Correspondence</b> Letter from Sanctuary Housing for Large Development Working Group.  <b>Asset of Community Value (ACV).</b> Cllr M Squires asked that the PC consider registering the Duke of as an ACV at the November 2017 meeting.</p>
228/17	<p><b>Neighbourhood Plan Working Group update:</b> Public consultation is underway with comments to be received by 19 November. Cllr H Oldfield was congratulated for producing an excellent resident booklet.</p>
229/17	<p><b>Large Scale Development Working Group Report:</b> Sanctuary Housing have contacted the PC with regard to new affordable and shared ownership housing. They are looking to develop plots of 15+ houses. The Neighbourhood Plan steering group have been asked to respond.</p>
230/17	<p><b>Environment and Recreation Report:</b></p> <ol style="list-style-type: none"> <li><b>OCC.</b> Repairs still to be made to the broken village sign by the Chinese restaurant on Hempton Road and the sign posts at the crossroads. SLOW road markings painted in Clifton but not by, and on A4260 by the School.</li> <li><b>Piers Row hedge.</b> A resident mentioned to a Cllr that they had tripped over a briar growing from this hedge. Responsibility of the hedge still to be ascertained by County Cllr Fatemian.</li> <li><b>Allotment Wall on Satin Lane.</b> The resident has undertaken the tree work and will repair the wall once that the dead roots have settled – this could take a while.</li> <li><b>Hempton footpath behind the Methodist Chapel.</b> No progress on registering as a public right of way. Evidence document packs have been requested from OCC - the Clerk will follow up with OCC.</li> <li><b>Footpath St Thomas St – by The Mount.</b> Overgrown hedge limiting access to the path at the dangerous bend has been cut back but still overhangs. OCC considers the current situation to be acceptable. The PC will review in 2018.</li> <li><b>Hempton Allotment hedge.</b> Cllr J Watts proposed, Cllr M Squires seconded the motion and the Council <b>RESOLVED</b> (unanimous) to spend £230 to cut the hedge.</li> <li><b>Hedges along the two touch lines at the Windmill Centre.</b> The hedges around the pitches need cutting and also the west side of the west hedge along the footpath. Cllr J Watts proposed, Cllr M Squires seconded the motion and the Council <b>RESOLVED</b> (unanimous) agreed to the work being</li> </ol>

	<p>undertaken at a cost of £540. The PC will consider adding hedge cutting to the grass cutting and maintenance schedule when it next comes up for renewal.</p> <p>8) <b>Repair the pedestrian entrance and block paving to pitch at the Windmill.</b> Completed.</p> <p>9) <b>Steward Job advert.</b> With Deddington News.</p> <p>10) <b>Christmas tree.</b> The Christmas tree has been ordered and installation and electrician arranged.</p> <p>11) <b>Welford Piece Playground.</b> Residents' have made a series of suggestions this will be researched and reported back. Thanks, were passed to Mark Swaddling for cutting the grass at this area. It was suggested that locals might like to form a Friends of Welford Piece group. The Clerk suggested that Jo Churchyard might be interested in using the wildflower area for scout group insect and creature dens.</p> <p>12) <b>Wimborn Close Play area.</b> Quotes are being sought to replace the older two items of play equipment, re-fence, remove the trees (replanting alternatives elsewhere) and repair the wet pour.</p> <p>13) <b>All Weather Court.</b> Technical Surfaces were onsite Monday 16 October to top up the sand fill.</p> <p>14) <b>Castle Grounds.</b> Cllr J Watts proposed, Cllr J Finnigan seconded the motion and the Council <b>RESOLVED</b> (unanimous) to spend £150 to deal with the split tree at Castle Grounds.</p>
231/17	<p><b>Highways and Transport report:</b></p> <p>1) <b>Speedwatch.</b> No PCSO involvement hereafter, volunteers only. Training for volunteers available. Cllr D Rogers to see if kit available from TVP. No enforcement would be possible and the risk assessment might need to be reviewed but the Parish Council indicated that it would like to continue Speedwatch.</p> <p>2) <b>30mph wheelie bin stickers.</b> The bin stickers are on order.</p> <p>3) <b>Speed awareness signs.</b> To be moved to St Thomas Street, Hopcraft Lane.</p> <p>4) <b>Line painting.</b> Some of the white lines and the SLOW sign in Clifton have been painted. No yellow lines as yet. County Cllr A Fatemian to be asked for an update.</p> <p>5) <b>OCC Highways officer visit.</b> Clerk to liaise to set up a date for the meeting.</p> <p>6) <b>Request for a crossing at Hudson Street.</b> PC to discuss the suggestion, of a traffic island and/or triangular signs depicting old people, when the OCC officer visits.</p> <p><b>TRANSPORT</b></p> <p>7) <b>S106 funds.</b> No plans have been made for how the S106 public transport contribution of around £75,000 should be spent. Cllr H Oldfield proposed, Cllr D Rogers seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the letter drafted by Cllr H Oldfield be sent to Howard Cox and County Cllr A Fatemian at OCC regarding this money and the S4 service.</p> <p>8) <b>S4 bus stops.</b> Cllr J Reeve is seeking a definitive answer from Stagecoach as to where the S4 will stop during the funfair next month with a view to creating a sign explaining to passengers where they can catch the bus. Cllr H Oldfield is compiling suggested amendments to the confusing information on the existing Stagecoach timetables. The Horsefair stop actually has an Adderbury timetable on it.</p>
232/17	<p><b>Finance &amp; General Purposes.</b></p> <p>1) <b>Bank accounts.</b> Bank accounts and cash flow statement agreed for September. The main receipts and expenditure was noted including receipt of the second instalment of the precept, and a £1,720.37 solar payment.</p> <p>2) <b>Investments.</b> It was noted that bonds are maturing in November and December.</p> <p>3) <b>School loan.</b> Awaiting an update about a possible grant application.</p> <p>4) <b>Cheque signatories.</b> Cllr S O'Neill added to Nationwide and the late Cllr Jim Flux removed.</p> <p>5) <b>Holly Tree Club</b> £70,000 grant requested. Noted but will fall foul of S137 limits. Further examination to take place and report to next PC meeting.</p> <p>6) <b>Water bills.</b> The PC need to confirm there is no water used at the bowls green. Castle Water have overestimated water use at Satin Lane and taken the funds by direct debit. The direct debit will be cancelled and Castle Water asked to read the meter and send correct bill in future.</p> <p>7) <b>Church kitchen.</b> Cllr B Wood proposed, Cllr H Oldfield seconded the motion and the Council <b>RESOLVED</b> (ten votes for and one abstention) that the PC makes a donation of £5,000 toward the church kitchen renovation.</p> <p>8) <b>Nursery Application.</b> An application for funds is expected from the Village Nursery.</p> <p>9) <b>Zurich Insurance.</b> Cllr B Wood proposed, Cllr D Rogers seconded the motion and the Council <b>RESOLVED</b> (unanimous) that the AWC be added to the insurance document at a cost of £90 and that if not already covered, the solar panels also be added to the PC's insurance at a cost of £233.99. The Cllr Squires thought that correspondence between the late Cllr Flux and the insurers had previously confirmed that the panels would be covered as part of the roof. The Clerk will see if she can find copies of this correspondence.</p> <p>10) <b>Allotment rents.</b> Cllr B Wood proposed, Cllr J Finnigan seconded the motion and the Council <b>RESOLVED</b> (nine for and two abstentions) to leave the annual rental charges as they are, but increase the water charge by £1 per annum.</p> <p>11) <b>Windmill Centre.</b> Cllr B Wood proposed, Cllr H Oldfield seconded the motion and the Council <b>RESOLVED</b> (ten votes for and one abstention) that the PC write a letter reducing the rent from £10 to £1 pa.</p>
233/17	<b>Grant Application from Deddington Parochial Church Council.</b> Dealt with under the F&GPWG report.
234/17	<b>Grant Application from Holly Tree Club.</b> To be considered next meeting.
235/17	<b>Grant Application from Deddington Housing Association.</b> To be considered next meeting.
236/17	<b>To consider a resident's suggestion that the Parish Council's bins be stored behind the library.</b> Consideration was given to moving the PC wheelie bins from the Town Hall to behind the Library. Cllr S O'Neill explained that this was a fire evacuation route and that in the event of a fire there could be classes

	of up to thirty children to evacuate. If the PC's wheelie bins were stored at this location it would leave insufficient space to safely evacuate the building. Other possible locations for the PC wheelie bins were suggested and will be investigated.																																													
237/17	<p><b>Update from Parish Council Representatives:</b></p> <p><b>Friends of Castle Grounds (FOCG).</b> Concern was raised regarding continued dog mess, vandalism and theft of apples. Routine maintenance has taken place. CDC have been reminded of the need to ensure the gate is re-locked after emptying the dog waste bins. The Clerk will pass Cllr J Reeves contact details to CDC in order that he can be contacted if they have any problems with the lock.</p> <p><b>Deddington Charities Estate (DCE).</b> The group will set up as a Charitable Incorporated Organisation (CIO), a relatively new legal structure available for charities or charitable groups that wish to be incorporated i.e. remove responsibility from the trustees. The group is looking at revisiting their aims and objectives and ways of best utilizing the Pest House field.</p> <p><b>Holly Tree Club.</b> This group is also setting up as a CIO. Philip Allan is Treasurer and John Finnigan is the Chair. The rental rates will be increased in 2018 to help cover the increased insurance premiums.</p>																																													
238/17	<b>Invoices for Payment:</b> The Council <b>RESOLVED</b> (unanimous) that the invoices listed for payment on 18 October 2017, totalling £9,290.75 were approved for payment.																																													
239/17	<p><b>Report upon the investment of the Parish Council's Funds as at 30 September 2017:</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>79,695.01</td> <td>0.1%</td> <td>Current</td> <td></td> </tr> <tr> <td>Nationwide</td> <td>131,839.43</td> <td>0.8%</td> <td>1 Yr Fixed</td> <td>Mid Nov 2017</td> </tr> <tr> <td>Nationwide</td> <td>82,103.54</td> <td>0.75%</td> <td>1 Yr Fixed</td> <td>Mid July 2018</td> </tr> <tr> <td>Hampshire TB Cambridge&amp;</td> <td>76,428.90</td> <td>1.2%</td> <td>1 Yr Fixed</td> <td>Mid Dec 2017</td> </tr> <tr> <td>Counties Bank</td> <td>85,000.00</td> <td>1.1%</td> <td>1 Yr Fixed</td> <td>Early April 2018</td> </tr> <tr> <td>United Trust</td> <td>85,000.00</td> <td>1.35%</td> <td>1 Yr Fixed</td> <td>Mid April 2018</td> </tr> <tr> <td><b>Total</b></td> <td><b>542,582.43</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	79,695.01	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&	76,428.90	1.2%	1 Yr Fixed	Mid Dec 2017	Counties Bank	85,000.00	1.1%	1 Yr Fixed	Early April 2018	United Trust	85,000.00	1.35%	1 Yr Fixed	Mid April 2018	<b>Total</b>	<b>542,582.43</b>			
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240/17	<b>Correspondence:</b> None																																													
241/17	<b>Any Other Points - No Decisions can be taken under this agenda item:</b> None																																													
242/17	<b>Next Meeting:</b> The next meeting of the Parish Council will take place on <b>Wednesday 15 November 2017 at 7.30pm</b> in the <b>Old School Room, Hempton</b> . The meeting closed at 9:20pm.																																													