

DEDDINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held in

Duke of Cumberland's Head, Clifton at 7:30pm on Wednesday 17 October 2018.

Present: Cllrs A Collins, M Cox, J Higham, H Oldfield, S O'Neill, J Reeve, M Robinson, D Rogers, M Squires, M Swadling, T Timms, J Watts and B Wood. **Also in attendance:** David Stewart (finance volunteer), Deddington News representative and one member of public.

230/18	Apologies: Cllr J Eames, County Cllr A Fatemian and District Cllr B Williams.																																																		
231/18	Declarations of Interest: Cllr S O'Neill declaring a pecuniary interest in Agenda Item 15 Neighbourhood Plan Working Group as a landowner and left the meeting during the subsequent discussion. Cllr S O'Neill declaring a pecuniary interest in Agenda Item 16 as a landowner and abstained on the vote regarding S106 wish list. Cllrs M Cox and H Oldfield expressed a general interest in Agenda Item 19 Update from PC representatives (DCE) as members of DCE.																																																		
232/18	Minutes: Cllr A Collins proposed, Cllr Cox seconded the motion and the Council RESOLVED (unanimous by those in attendance of the meeting) that the minutes of the meeting held on 19 September 2018 were approved as a true record with the following amendment 214/18 removal of the last two sentences and replaced by "The WDG to consider further the options of a total ban/dogs on short leads only/a dog-walking path/more signage, and make a recommendation to Council. The Chairman then signed the minutes.																																																		
233/18	Matters arising from the minutes and not referred to later on the Agenda: Cllr H Oldfield awaiting a response from Stonewaters regarding affordable housing query. 18/01059/OCC – Land North of Highways Depot, Banbury Road, Deddington. Cllr A Collins proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (unanimous) that the PC agree that the response from OCC, which states that results of the (noise) survey show there is no change to the existing situation with regard to the effect of noise from the development and so no requirement for any mitigation measures, is satisfactory. The residents' representative to be written to.																																																		
234/18	10 Minute Open Forum: None																																																		
235/18	County Councillor update: None																																																		
236/18	District Councillor updates: None																																																		
237/18	Finance & General Purposes. 1) Bank accounts reconciled and cash flow statement agreed. 2) Annual accounts. Have been signed off by Moore Stephens. The only comment was that there is no minute statement on fraud albeit not asked for. The minute stating the present procedures will be included next year. 3) Major Expenditure Plan. Cllr B Wood to update. 4) Future office arrangements. Clerk/RFO to be appointed under the NALC model contract. David Stewart to take over from Cllr B Wood in the preparation of annual accounts next year. Cllr B Wood to remain, for the time being, as chairman of F&GP. Timetable for takeover to be agreed. Cllr B Wood proposed, Cllr J Watts seconded the motion and the Council RESOLVED (unanimous) to spend up to £1,000 on accounting software. 5) Internal Audit. To appoint Arrow Accounting. 6) Windmill Lease. It was thought that the Land Registry first registration costs would be £600 plus Land Registry fees however the rebuild costs of the Windmill should be £1,200,000. Cllr B Wood proposed, Cllr J Watts seconded the motion and the Council RESOLVED (unanimous) to spend £680 registration fees and up to £1500 in other fees. 7) Windmill roof. Confirmed not necessary to replace it. Housekeeping to be carried out by WMC. 8) Data Protection. Cllr B Wood proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) PC renew its data protection under the changed DP Regulations 2018 at a cost of £40. 9) Debit card/Electronic banking. Cllr B Wood proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) that the Clerk be authorised to use a PC debit card and electronic banking given the same limits as previous Clerk.																																																		
238/18	Approval of Invoices for Payment. Cllr J Watts, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) that the invoices totalling £7,560.22 were approved for payment.																																																		
239/18	Report upon the investment of the Parish Council's Funds as at 30 September 2018. <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Account</th> <th style="text-align: right;">Balance</th> <th style="text-align: right;">Interest</th> <th style="text-align: left;">Notice</th> <th style="text-align: left;">Valid Until</th> </tr> </thead> <tbody> <tr> <td>Imprest</td> <td style="text-align: right;">1,230.63</td> <td style="text-align: right;">0.1%</td> <td>Imprest</td> <td></td> </tr> <tr> <td>Current</td> <td style="text-align: right;">168,574.20</td> <td style="text-align: right;">0.1%</td> <td>Current</td> <td></td> </tr> <tr> <td>Nationwide</td> <td style="text-align: right;">132,899.92</td> <td style="text-align: right;">0.75%</td> <td>1 Yr Fixed</td> <td>Mid Nov 2018</td> </tr> <tr> <td>Nationwide</td> <td style="text-align: right;">82,719.32</td> <td style="text-align: right;">0.75%</td> <td>1 Yr Fixed</td> <td>Mid July 2019</td> </tr> <tr> <td>Hampshire TB</td> <td style="text-align: right;">77,449.88</td> <td style="text-align: right;">1.3%</td> <td>1 Yr Fixed</td> <td>Mid Dec 2018</td> </tr> <tr> <td>Cambridge & Counties Bank</td> <td style="text-align: right;">85,919.63</td> <td style="text-align: right;">1.3%</td> <td>1 Yr Fixed</td> <td>Early April 2019</td> </tr> <tr> <td>United Trust</td> <td style="text-align: right;">85,000.00</td> <td style="text-align: right;">1.6%</td> <td>1 Yr Fixed</td> <td>Mid-April 2019</td> </tr> <tr> <td>Skipton Building Society</td> <td style="text-align: right;">85,000.00</td> <td style="text-align: right;">1.0%</td> <td>1 Yr Fixed</td> <td>May 2019</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">718,793.58</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Account	Balance	Interest	Notice	Valid Until	Imprest	1,230.63	0.1%	Imprest		Current	168,574.20	0.1%	Current		Nationwide	132,899.92	0.75%	1 Yr Fixed	Mid Nov 2018	Nationwide	82,719.32	0.75%	1 Yr Fixed	Mid July 2019	Hampshire TB	77,449.88	1.3%	1 Yr Fixed	Mid Dec 2018	Cambridge & Counties Bank	85,919.63	1.3%	1 Yr Fixed	Early April 2019	United Trust	85,000.00	1.6%	1 Yr Fixed	Mid-April 2019	Skipton Building Society	85,000.00	1.0%	1 Yr Fixed	May 2019	Total	718,793.58			
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240/18	<p>Planning Matters. Applications</p> <p>a) 18/00263/TCA End Cottage, The Style, Deddington. T1 x Ash Re-pollard & T2 x Hazel Pollard to 7ft. Cllr S O'Neill proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>b) 18/01704/F 45 St Johns Way, Hempton. New garage in Rear Garden. Cllr S O'Neill proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>c) 18/01689/F Calder Cottage, Philcote Street, Deddington. Erection of Timber garden room at end of garden. Cllr S O'Neill proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>d) 18/00287/TCA The Old Manor Farmhouse Hempton Road Deddington. Tree works; T1 x Box Elder - Fell. T2 x Ash - Prune away from property to give 1.5m clearance. Crown raise to 5.3m over carriageway. Cllr S O'Neill proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (twelve for and one abstention) no objection.</p> <p>Approvals 17/01323/F Land Adj To The Tchure, Deddington. 1800889/F: Bettony Haven, The Lane, Hempton.</p> <p>Refusals – None</p> <p>Correspondence. A resident has written asking to place skip on land by the U6 play area for a short time while his building work is carried out. Cllr S O'Neill proposed, Cllr J Watts seconded the motion and the Council RESOLVED (unanimous) no objection provided the resident agrees to and carries our various conditions. This resident raised the question of overhanging trees which has been passed to E&R.</p>
241/18	<p>Windmill Centre Redevelopment Working Group:</p> <p>1) New MUGA. The contractor has been attending to the snagging list items. Post-installation RoSPA inspection: the inspector picked up the same points as working group had, with little of concern. Two S106 Funding Agreement packages: these amount to £110,855.15, and are ready to be submitted to CDC (see Agenda item 13 (242/18). Payment expected 'promptly'.</p> <p>2) Children's Play Area and Woodland Trail. Appointing contractor(s): Agenda item November 2018. Ancillary costs: Working group looking at additional grant aid (e.g. OCC, toe), sponsorship to meet needs of additional costs.</p> <p>3) Dogs – Agenda item 14 (243/18): Cllr M Squires proposed, Cllr A Collins seconded the motion and the Council RESOLVED (twelve for and one abstention) that the PC agrees to:</p> <ol style="list-style-type: none"> I. 6-month trial of dogs on leads only II. Installing signage for a dog-walking path from Windmill car park, past AWC and new MUGA, into western copse and north up the path between the playing field and the cemetery, back along Hempton Road to the Windmill (so no dogs allowed on pitch and play areas) III. Continuing education campaign of dangers of not picking up dog poo, through DN and social media, possibly using children's posters IV. Re-siting 2 dog bins, no additional bins (annual cost to PC for emptying £2,500) V. Providing bag dispenser VI. Putting onus on responsible dog walkers to shame the miscreants VII. enforcing a Public Spaces Protection Order, and providing signage (Keep Britain Tidy also has free signs). £1000 to be allocated to signs if proves necessary. VIII. Cllr H Oldfield to write an article for Deddington News. <p>4) Hedge removal: Three quotes have been received to remove the hedges on the north and east sides of the bowling green. Cllr M Robinson proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (unanimous) to accept the quote for £2,800.</p> <p>5) Landscaping buffer zone: The project manager has come up with a planting scheme of native trees and shrubs to landscape the buffer zone. Three quotes to be sought.</p> <p>6) Water fountain: A local company is happy to sponsor the supply and installation of a water fountain.</p> <p>7) Forest School: The working group are investigating using the copse/pavilion as a Forest School.</p> <p>8) Windmill Centre building upgrade. The WMC has a schedule of improvements to the existing building to make better use of space; improve social use of the main hall, improve heating in main hall, replace upstairs floor, refurbish existing loos and modular furniture for the Committee Room.</p> <p>9) New disabled toilets: OCC grant of £25,000 for new disabled toilets on the west side of the building to form part of the second (redesign) stage.</p> <p>10) Roof: WMC working with a contractor locally resolve leaks rather than wholesale roof replacement.</p> <p>11) WMC-PC liaison: Cllr M Robinson deals with WMC-PC interface, e.g. (1) any upcoming major projects to be put before Council in their annual (Dec.) Business Plan and Budget; (2) any public event on Windmill site to ensure correct permissions are in place.</p>
242/18	<p>Resolution for S106 funding agreement. Cllr M Robinson proposed, Cllr B Wood seconded the motion and the Council RESOLVED (unanimous) that the PC write to Tom Darlington "IN WITNESS of which the Council has executed this deed, and two members of Deddington Parish Council have pursuant to a resolution of the Parish Council passed on 17 October 2018 signed sealed and delivered this deed, the day and year first above written". (i.e. permission for 2 Cllrs to sign the deed on behalf of the PC, PC to acknowledge receipt of the money (when received) and that it's being used for the purpose defined by this deed).</p>

243/18	Banning dogs from playing fields at the Windmill Centre. See 241/18 (3)
244/19	<p>Neighbourhood Plan Working Group. Cllr S O'Neill left the meeting.</p> <p>Cllr A Collins proposed, Cllr J Watts seconded the motion and the Council RESOLVED (unanimous) to approve the submission to Cherwell District Council pursuant to Regulation 15 of the Neighbourhood Planning (General) Regulations 2012 of map identifying the Deddington Neighbourhood Plan Area presented to the meeting in connection with the Deddington Neighbourhood Development Plan.</p> <p>Cllr A Collins proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) to approve the submission to Cherwell District Council pursuant to Regulation 15 of the Neighbourhood Planning (General) Regulations 2012 of the Consultation Statement, Part I, II, III and IV presented to the meeting in connection with the Deddington Neighbourhood Development Plan.</p> <p>Cllr A Collins proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) to approve the submission to Cherwell District Council pursuant to Regulation 15 of the Neighbourhood Planning (General) Regulations 2012 of the submission version of the Deddington Neighbourhood Development Plan presented to the meeting in connection with the Deddington Neighbourhood Development Plan.</p> <p>Cllr A Collins proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) to approve the submission to Cherwell District Council pursuant to Regulation 15 of the Neighbourhood Planning (General) Regulations 2012 of the Basic Conditions Statement presented to the meeting in connection with the Deddington Neighbourhood Development Plan.</p> <p>Cllr A Collins proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) to approve the submission to Cherwell District Council pursuant to Regulation 15 of the Neighbourhood Planning (General) Regulations 2012 of the Strategic Environmental Assessment screening statement presented to the meeting in connection with the Deddington Neighbourhood Development Plan.</p> <p>Cllr A Collins proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) to delegate to Cllr A Collins authority to approve limited modifications that do not alter the scope or meaning of the above specified documents during the period between the October Parish Council meeting and the publication of the plan proposal by Cherwell District Council pursuant to Regulation 16 of the Neighbourhood Planning (General) Regulations 2012 provided all changes are reported back to the subsequent Parish Council Meeting.</p> <p>A vote of thanks was passed to David French for all his hours work and Cllr A Collins.</p>
245/19	<p>Large Scale Developments. Cllr S O'Neill returned to the meeting</p> <p>Cllr M Squires proposed, Cllr J Watts seconded the motion and the Council RESOLVED (unanimous) to contact CDC regarding the pedestrian access between Gaveston Gardens and School Field.</p> <p>Cllr H Oldfield proposed and Cllr J Watts seconded the motion and the Council RESOLVED (twelve for one abstention) that Cllr D Rogers send in the list of suggested S106 list drafted by Cllr H Oldfield with minor alterations to OCC/CDC contacts.</p>
246/18	<p>Environment and Recreation</p> <p>Welford's Piece. The grass mat supplier has agreed to supply a few mats (five requested) the grass contractor have agreed installation and rolling the path to bed in. Cllr J Watts proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) that a budget of up to £100 be made available if the supplier does not provide all five mats free of charge.</p> <p>Speed Watch. Cllr M Squires proposed, Cllr J Watts seconded the motion and the Council RESOLVED (twelve for and one against) that the PC purchase a replacement sign for up to £100.</p> <p>Litter – Cosy Lane. There is no update on litter bin by the bench on Cosy Lane.</p> <p>Windmill Centre Roof. WMC have ordered some gutter cleaning and repairs which has helped but not solved the leaks. WMC continue to investigate.</p> <p>War Memorial Cemetery. The gate post has been fixed by the Steward and Cllr T Timms. Thanks, were passed to Cllr T Timms for organising and all who helped to paint the metal fence.</p> <p>Windmill Centre. Cllr D Rogers proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (unanimous) to spend £280 to trim the hedge on the south and south west corner of the pitch.</p> <p>Cllr D Rogers proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) to spend £440 to fell a damaged tree that has split and is blocking the cemetery path (chipped and moved to the coppice for the path. Cllr D Rogers proposed, Cllr J Watts seconded the motion and the Council RESOLVED (unanimous) to spend up to £950 to fell trees to the west of the AWC / MUGA 2 path (chipped and moved to the coppice for the path).</p> <p>Holly Tree Notice Board. The Steward to repair during poor weather - early November.</p> <p>Autumn Litter pick. To be held on 10 November.</p> <p>No Climb signs. Cllr D Rogers to purchase one sign.</p> <p>Informal Consultation – Deddington Footpath No.5 (Part) Diversion Order under s257 of the Town and Country Planning Act 1990. Cllr M Squires proposed, Cllr A Collins seconded the motion and the Council RESOLVED (eight for, two against and three abstentions) approve the redirection but recommend that the realignment follows the wall rather than diagonally across the land.</p>

247/18	<p>Highways and Transport New St Bus Stop. Cllr M Cox proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (eleven for and two abstentions) to accept OCC's offer to replace the grasscrete with tarmac at OCC's cost (at a width of double buggy). Cllr M Cox also asked that they consider a bus stop marking on the road. Highways S106 suggestions (Section 278). Should the Wimborn Close housing application be made suggestions that the PC request S106 be used to; relocate the 30mph signs at or beyond the cemetery, gates (x2) with Deddington Signage, a VAS sign and that there should be an extension of the present path to the entrance of the proposed development. Temporary Traffic Lights. Opposite school field from 22 October – 2 November for gas supply works School field Toucan Crossing. Cllrs A Fatemian and Cllr B Williams and other representatives to liaise with OCC/CDC; as a matter of urgency; to get the crossing in working order as soon as possible. Civvies List. Cllrs M Cox and T Timms carried out a walk around Deddington to compose a list of works. Cllrs M Swadling and J Watts were asked to draw up a similar list for their village. Signs in the Parish. Gary Timms was given a vote of thanks for cleaning all of the enforcement signs. They are now clean, readable and more importantly legal. He noted that the 30mph roundels to the south of Deddington and by Deddington Grange have no lights. Replacement bulbs to be requested. Outstanding issues. County Cllr A Fatemian was unable to attend the meeting but to be asked for an update on; St Thomas St Pear tree, Hempton Rd Light, pinch point- yet, instatement of school field site bus stop road markings and Toucan Crossing. TRANSPORT. Bus diversion. Stagecoach to be contacted with a request that they provide signs detailing the diversion to the S4 during the funfair in good time.</p>
248/18	<p>Earls Lane Bin depository. Cllr M Robinson proposed, Cllr B Wood seconded the motion and the Council RESOLVED (ten for, one against and one abstention) that if other schemes prove insufficient that the PC accepts the recommendation from planning that option 1 (a fenced enclosure abutting the substation, matching the depth of the existing substation fencing (up to 3.5metres), potentially with a roof) be the site of the choice.</p>
249/18	<p>Update from Parish Council Representatives. DCE. Are setting up a new constitution and have proposed and agreed to no longer have PC nominated members. Cllr D Rogers proposed, Cllr J Higham seconded the motion and the Council RESOLVED (eleven for and two abstentions) that the PC write to DCE expressing disappointment of their decision and request that they reconsider. It would be positive to work together in the future. It was noted they are doing very well. FOCG. The grass is recovering well. Signage to be looked at. School Governors. A handover is being arranged between Cllrs M Squires and A Collins. WMC. The committee is considering improving the Wi-Fi one option is that the WMC takes on the internet connection contract and recharging the PC. Concern was raise about whether the VAT cost would be passed on as the PC – which it could not claim back. Hedges. Cllr D Rogers proposed, Cllr S O'Neill seconded the motion and the Council RESOLVED (unanimous) that a letter be written to Jim and Leah Calcutt to thank them for hedge cutting next to the cemetery. Holly Tree. The roof survey has come back positive. Quotes are being sought to deal with; the car park, disabled access, hall extensions etc. Library. Linda Newbery will be holding a talk on 9 November at 6:30pm at the Library to speak about her new book, The Key to Flambards, a prequel to Flambards. Cllr S O'Neill also informed the PC that the parish calendars were on sale at the Library. RBL/Remembrance Day. Cllr D Rogers proposed, Cllr J watts seconded the motion and the Council RESOLVED (unanimous) that a wreath is the purchased for the service under S137.</p>
250/18	<p>Correspondence: None</p>
251/18	<p>Any Other Business - No decisions can be taken under this agenda item: None</p>
252/18	<p>Date of the next meeting: The next meeting of the Parish Council will take place on Wednesday 21 November 2018 at 7.30pm in the Old School Room, Hempton.</p>
253/18	<p>Exclusion of the Public and the Press: 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). Cllr D Rogers proposed, Cllr M Watts seconded the motion and the Council RESOLVED (unanimous) to appoint Susan Fuller as Clerk and RFO at spine point 26 on the NALC model job contract (2011). Cllr H Oldfield proposed, Cllr J Watts seconded the motion and the Council RESOLVED (twelve for and one abstention) with a 5% Nest pension contribution. Cllr J Watts proposed, Cllr O'Neill seconded the motion and the Council RESOLVED (twelve for and one abstention) that up to £1000 available for CiLCA course fees and tutoring, but for studying to be in the Clerks own time and to ask the Clerk to start the course within the first 12 months of employment.</p>
254/18	<p>The meeting closed at 22:10pm</p>