

## DEDDINGTON PARISH COUNCIL

**Minutes of a Meeting held at the Town Hall, Deddington, on  
Wednesday 19<sup>th</sup> September 2007 at 7.45pm**

**Present:** Cllrs Squires (Chair), Alton, Collins, Flux, Ince, Privett, Rollason, Rudge, Spencer, Todd, Watts, Wood

**In attendance:** District Cllr O'Sullivan

108/07	<p><b>Apologies</b> Apologies were received from Cllrs Anderson and Westbury and County Cllr Jelf.</p>
109/07	<p><b>Minutes of the last meeting</b> The following amendment was made to the minutes of 18<sup>th</sup> July 2007: 99/07 no.11 the words "end of" were removed...." Amendments having been made, Cllr Squires signed the minutes.</p>
110/07	<p><b>Declaration of Interests</b> Cllr Todd declared a personal interest in the Teen Scene (113/07 no.1), Town Hall storage (117/07 no. 4)) and the pigeons nesting under the Town Hall (117/07 no.5). Cllrs Alton and Ince declared personal interests in the Tertiary Grants (114/07 no.9). Cllr Wood declared a personal interest in the Earl's Lane Parking proposals (115/07 no.3) and in the Town Hall storage (117/07). Cllr Collins declared a personal interest in planning application 07/01722/F (116/07). Cllr Spencer declared a personal and prejudicial interest in 07/01764/F and left the room whilst this was being discussed (116/07). Cllr Ince declared a personal interest in 07/01849/F (116/07).</p>
111/07	<p><b>Matters Arising not referred to later on the Agenda</b> None.</p>
112/07	<p><b>10 Minute Open Forum</b> Nobody utilised the 10 Minute Open Forum.</p>
113/07	<p><b>Environment and Recreation</b></p> <ol style="list-style-type: none"> <li>1) Teen Scene – Consultation has been undertaken with interested parties. 96 responses were received from potential users - of the nine items considered the most popular were a Play Wall, a Basket Swing, a Cable Run and an Aeroskate facility. The cable run would be high maintenance and difficult to site, therefore the working group recommended that a Play Wall, Basket Swing and Aeroskate facility be installed at the Windmill Site. Roger Davis supports the proposed development. Cllr Privett will ask the Nursery School for comments as they have yet to respond. The Bowls Club raised some security concerns. Potential wear and tear to the end of the Colts Football pitch was also raised as an issue. The E&amp;R working group will present the proposals to the Windmill Centre Management Committee and Cllrs on site on Friday 21<sup>st</sup> September so that they can visualise the proposed facility. The estimated costs for the facilities were presented. Cllr Squires will confirm any additional costs relating to insurance and annual play inspections. If the plan is approved by the PC and planning permission granted, Deddington could apply for CDC grant funding Oct-Dec 2007.</li> <li>2) Youth Drop-in Centre/Shelter – The church has kindly offered the use of the crypt as a drop-in centre staffed/run by the church's youth worker. OCC will be asked if a drop-in centre expert could assess the potential suitability of this facility. Cllr Flux noted that the village stewards already collect a lot of rubbish from the churchyard and so this situation should not be exasperated. It was agreed that the Town Hall is not a suitable location for this purpose.</li> <li>3) Windmill Centre Security - Cllrs Spencer and Watts confirmed that youngsters want CCTV facilities at the Windmill Centre. A quote has been obtained for mobile security patrols.</li> <li>4) Cherwell Green Spaces &amp; Playing Field Strategy – Cllr Rollason reported that this had been discussed with the Windmill Management Committee, the Colts, Cricket Club and School. He is compiling the PC response to CDC.</li> <li>5) Parish Plan – An insert of the summarised findings will be in the October issue of Deddington News. Cllr Alton has finished proof reading the full document.</li> <li>6) Windmill Car Park – Cllr Collins will pass the estimates received to date to Cllr Watts.</li> <li>7) Affordable Housing Survey – This was passed to the Planning group for consideration.</li> <li>8) Fun Fair – The Clerk will book this in the usual manner.</li> <li>9) Neighbourhood Watch – The PC email will be added to the neighbourhood watch list.</li> <li>10) Oxfordshire Village of the Year – Deddington has come second in its category. Cllr Flux, Christopher Hall and Eileen Anderson will collect the award.</li> </ol>

114/07	<p><b>Finance &amp; General Purposes Working Group</b></p> <ol style="list-style-type: none"> <li>1) Cash Flow – The summary cash flow until the end of August was presented.</li> <li>2) Annual Accounts – These have been signed off by the external auditor.</li> <li>3) Allotments – The invoices will be issued by the Clerk as soon as possible.</li> <li>4) Draft Risk Assessment Document – Cllr Ince comments need to be reviewed. This will then be presented at the October meeting for formal adoption.</li> <li>5) Town Hall Rent – The Clerk will set up a standing order to pay DCE quarterly.</li> <li>6) Staff Salaries – The Clerks basic salary was increased as agreed at the July meeting and backdated to April 2007. All employees will receive a cost of living adjustment when the revised rates become available.</li> <li>7) Grass cutting – Cllr Ince proposed that the frequency of cuts at Gaveston Gardens be increased to a two weekly basis as this is a play area but the grass is too long for it to be usefully used. Cllr Rudge seconded this proposal. Cllr Todd amended the original proposal and proposed that Gaveston Gardens be considered after a review of the grass cutting of all areas within the Parish has been undertaken. Cllr Watts seconded this proposal. A vote was taken on the amended proposal: 9 Cllrs voted for, 2 against and 1 abstained. Cllr Todd, on behalf of the council, thanked the Gaveston Gardens residents for their help in tidying up the area. The Clerk will notify the residents of the current position.</li> <li>8) Gaveston Gardens Benches – discussions took place about whether the benches at Gaveston Gardens should be relocated. Cllr Ince will obtain quotes for doing this and then contact Gaveston Gardens residents again to confirm their preferences.</li> <li>9) Tertiary Education Grants – Cllr Todd clarified that applicants must have been resident in the Parish for 5 years in order to be eligible. The Clerk will issue grants to applicants that fulfil the criteria.</li> </ol>
115/07	<p><b>Highways</b></p> <ol style="list-style-type: none"> <li>1) VAS Update – OCC are monitoring the affects of the new VAS's. They are also reviewing whether the junction sign near the Hempton VAS needs to be re-positioned.</li> <li>2) Bus Shelter – The bus shelter and bicycle racks have been installed and are being used by residents. A lot of positive feedback has been received. Cllr Todd asked that whether the bus time tables can be relocated to within the bus shelter - the Clerk will look into this.</li> <li>3) Earls Lane Parking – Representatives from the Highways Group met with the Surgery Manager. The Health centre has asked OCC for a quote for tarmacing an area of Earls Lane for additional parking.</li> <li>4) Crossing Points on the Main Road – This item was brought forward to the next meeting.</li> <li>5) Leadenporch House – The trees overhanging the pavement have been trimmed by the occupier.</li> <li>6) New St Lay by - OCC are looking into the potential for squaring off the verge in order to provide more parking. No discussions have taken place about the funding for this work.</li> <li>7) Wheelie Bins being left out on the pavement – Nothing can be done unless the bins are obstructing the pavements and CDC do not consider this to be the case at present.</li> <li>8) Bollards Outside the School – OCC is waiting for information re the siting of essential services before work can begin.</li> <li>9) Siting of the Post Box – This was carried forward to the next meeting.</li> <li>10) Correspondence – An email was received from a resident of St Thomas St complaining about parking - the Clerk referred him to OCC.</li> </ol>
116/07	<p><b>Planning Group Applications</b></p> <p><b>07/01311/F – 1 to 17 Grove Court, Deddington</b> - Replace timber windows and French doors with PVC-u to match existing design. No objection.</p> <p><b>07/01416/LB – Manor Farm House, Main Street, Clifton</b> - Conversion of part roof void to living accommodation. New dormer windows and roof lights. Refurbishment/alterations at first and second floors. New windows to side and rear, alter existing kitchen windows. Arrangements made for bats on site. No objection.</p> <p><b>07/01464/F – End Cottage, The Stile, Deddington – Re-submission of 06/02519/F</b> - Conversion of existing barn to single bed accommodation as annexe to End Cottage at first floor level with ground floor as garage and workshop to No. 3 South View. No objection but recommends that the annexe should be used solely as ancillary accommodation to End Cottage and should not be sold, leased or used as an independent dwelling unit. A similar recommendation will be made regarding garage and workshop - no. 3 South View.</p> <p><b>07/01483/TCA – Orchard Bank, Goose Green, Deddington</b> - Fell 3 Plum and 1</p>

	<p>Laburnum trees. No objection.</p> <p><b>07/01489/ADV &amp; 07/01490/LB – The Unicorn Hotel, Market Place , Deddington - 1</b> projecting illuminated sign, 4 logo signs and external illumination. No objection but lighting should be sympathetic to existing street lighting in conservation area. It is recommended that the continued use of the current luminous blue lights outside the pub is reviewed.</p> <p><b>07/01501/F – Flat 1, Stoneleigh House, Victoria Terrace, Deddington - Part</b> retrospective – construction of ground and first floor residential storage area. The PC shares the concern of neighbours and supports their objection.</p> <p><b>07/01559/F – Home Farm Cottage, Main Street, Clifton – Re-submission of 07/00438/F.</b> - Rear extension. The PC made no objection to the original application but queried whether the current plans allow space to enter and leave in forward direction – clarification will be sought from CDC.</p> <p><b>07/01565/F – Hempton House, Snakehill Lane, Hempton - Extend east facing gable.</b> First floor extension over garage. Lean to on south elevation. No objection.</p> <p><b>07/01722/F – Ash Cottage, Chapel Close, Clifton – land adjoining - Demolition of</b> existing vehicle repair building. Construction of 2 no. dwellings and domestic garages. Site plan may be incorrect as it includes part of the highway so new plans will be sought. Local residents have serious concerns about traffic and over development of land. The PC supports these concerns and will object to the current plans.</p> <p><b>07/01731/LB – The Homestead, The Lane, Hempton - Two storey extension, single and</b> first floor extensions with associated internal works and front porch. No objection.</p> <p><b>07/01733/LB – The Homestead, The Lane, Hempton - Car port and hovel.</b> No objection.</p> <p><b>07/01735/LB – The Homestead, The Lane, Hempton - New hovel.</b> No objection.</p> <p><b>07/01764/F – Land to rear of Holcombe Hotel, Deddington – amendments to permission 06/02446/F</b> - Including roof over plant room, main roof and ridge height, doors and windows. Concern from a resident over increased height of roof as it could potentially affect the privacy, amenity and overlooking of a neighbouring property. New wall proposed to enclose part of Holcombe’s garden. No objection but it will be recommended that some of the velux windows on the elevation be realigned and placed on the west side so that they overlook the applicants own site, and that one should be made of obscured glass and non-opening.</p> <p><b>07/01100/F &amp; 07/01101/LB – Ilbury House, New Street, Deddington (amended plans) -</b> Conversion of existing outbuildings to self contained residential accommodation. PC made no objection to original application but asked that the outbuildings be used solely as ancillary accommodation to the existing dwelling and that it should not be sold, leased or used as an independent dwelling unit. No change to this position but the PC will raise concerns over the effect of on-street parking.</p> <p><b>Permissions granted</b></p> <p>07/00774/F – Roseleigh, New Street, Deddington (amended)  JC/07/00786/CLUE – Home Farm, Clifton Road, Deddington  07/00959/LB – The Old Vicarage, Church Street, Deddington  07/01018/F – Emohruo, St Thomas Street, Deddington  07/01119/F – Holmwood, Chapmans Lane, Deddington  07/01215/F – 19 Gaveston Gardens, Deddington  07/01470/TCA – Kempster Place, Philcote Street, Deddington</p> <p><b>Other matters.</b></p> <p>CDC – Upper Heyford Base Planning Forum – cancellation of meeting.  CDC – Briefing on Development Control for Parish/Town Councils. Cllr. Anderson attended.  CDC – Flooding in Cherwell - copy of letter sent to affected households.  CDC – LDF event.  Oxon CC – Timetable for Core Strategy, Waste Sites and Mineral Sites is being revised.  GOSE – Regional Spatial Strategy for the South East (The South East Plan) – Publication Panel Report. CD available in Clerk’s Office.</p>
117/07	<p><b>Special Projects</b></p> <ol style="list-style-type: none"> <li>1) Police - A support officer will be covering the parish as part of her area from October. Cllr Ince has invited her to attend a PC meeting.</li> <li>2) NAG meeting – 2 volunteers are being sought. Cllr Ince will represent the PC and Deddington News will ask for a volunteer from the wider community.</li> <li>3) Xmas Tree Working Party – Cllr Spencer offered to co-ordinate this with assistance from Cllr Ince.</li> <li>4) Storage at the Town Hall – A new lockable storage facility will be ordered for the Stewards to be positioned on the ground floor of the Town Hall - a budget of £150</li> </ol>

	<p>(excl VAT) was approved for this. The Farmers Market already stores electrical equipment at the Town Hall (ground floor). Permission was granted for them to store some signs as well - subject to space availability.</p> <p>5) Pigeons – A few complaints have been received about the pigeons that nest under the Town Hall. Cllr Ince suggested that the numbers be controlled by gradually blocking off some of the nesting holes as the nests are vacated. Cllr Privett proposed that they be stopped from nesting altogether and Cllr Watts seconded this proposal. 6 Cllrs voted for this proposal, 5 against and 1 abstained.</p> <p>6) OCV – Cllr Flux thanked OCV for the work that they have undertaken on the path and the copse behind the Windmill Centre.</p> <p>7) CCTV - Cllr Ince agreed to undertake research on the costs of improving the CCTV system at the Windmill Centre.</p>																								
118/07	<p><b>Invoices for Payment</b>  The schedule of invoices was presented. Invoices totalling £6267.03 were approved for payment by the F&amp;GP on 15<sup>th</sup> August 2007. Invoices totalling £12,341.16 were tabled and approved for payment at this meeting.</p>																								
119/07	<p><b>Investment of Council Funds</b>  At the close of business on 19<sup>th</sup> September 2007 the balances were as follows:</p> <table border="1"> <thead> <tr> <th>ACCOUNT NUMBER</th> <th>BALANCE</th> <th>INTEREST</th> <th>NOTICE</th> </tr> </thead> <tbody> <tr> <td>Barclays Current Acct</td> <td>23,165.65</td> <td>0.1%</td> <td>Instant</td> </tr> <tr> <td>Barclays Imprest Acct</td> <td>629.18</td> <td>0.1%</td> <td>Instant</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>348,147.42</td> <td>5.10%</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><b>TOTAL</b></td> <td><b>571,942.16</b></td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT NUMBER	BALANCE	INTEREST	NOTICE	Barclays Current Acct	23,165.65	0.1%	Instant	Barclays Imprest Acct	629.18	0.1%	Instant	W. Bromwich Building Soc.	348,147.42	5.10%	Overnight	Birmingham Midshires	200,000.00	5.13%	Fixed Bond	<b>TOTAL</b>	<b>571,942.16</b>		
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120/07	<p><b>Correspondence</b>  No points were raised</p>																								
121/07	<p><b>AOB</b></p> <ol style="list-style-type: none"> <li>1) Hedge at Welfords Piece – Cllr Collins will discuss the options with the resident concerned and report back at the next meeting.</li> <li>2) Cllr Alton suggested that the allotment costs are reviewed.</li> <li>3) A letter has been received from Mrs Young which the Clerk will forward to CDC for action and copy to Cllr Jelf and OCC.</li> <li>4) Cllrs Ince, Rudge and Todd will attend the meeting at CDC on 7<sup>th</sup> November 2007.</li> <li>5) Cllr Squires is speaking at a meeting of OPFA on 1<sup>st</sup> October.</li> <li>6) The Clerk will book the Hempton Church Hall for the November Meeting.</li> <li>7) Cllr Flux will speak to the solicitors about the formal position concerning Stonepits allotment site.</li> <li>8) The Clerk will try to contact Alan Gibbs to get the boards updated in the Town Hall. If he cannot be contacted Les Edge will be asked whether he can work in Gold Leaf.</li> </ol>																								
122/07	<p><b>Next Meeting</b>  The next meeting of the Parish Council will take place on Wednesday 17<sup>th</sup> October 2007 at 7.45pm in the <b>Town Hall</b>.</p>																								