

DEDDINGTON PARISH COUNCIL

**Minutes of a Meeting held at the Town Hall, Deddington, on
Wednesday 17 September 2008 at 7.30pm**

Present: Cllrs Flux (Chair), Alton, Anderson, Collins, Privett, Rudge, Spencer, Squires and Watts. The Parish Clerk was also in attendance.

In attendance: District Councillor O'Sullivan and County Cllr Jelf

121/08	<p>Apologies Apologies were received from Cllrs Ince, Todd, Ward and Wood</p>
122/08	<p>Minutes of the last meeting 112/08(5) Bowls club security gate: an agreement was made that on receipt of second quote a decision was to be made to go ahead taking the monies allocated in the budget. Cllr Flux then signed the minutes as a true record.</p>
123/08	<p>Declaration of Interests 128/08 Allotments: Keeping of chickens – Cllrs Anderson, Rudge, Squires and Westbury personal interest 130/08 08/01899/F: Outbuilding adjacent to No 3 Holly Tree Cottages – Cllr Flux personal interest 130/08 Other Matters: Cherwell DC Planners/Barbara Budd - Cllr Spencer personal interest</p>
124/08	<p>Matters Arising not referred to later on the Agenda: None</p>
125/08	<p>10 Minute Open Forum Charles Barker asked that parking, with particular reference to New Street on Friday and Saturday evening, be looked into. He mentioned that it is getting difficult to park with the bus stop and verges being in use. The Highways working Group will investigate further.</p>
126/08	<p>County and District Councillors update County Cllr Jelf and District Councillor O'Sullivan had nothing to report.</p>
127/08	<p>Fees for Cemetery and Town Hall Following July's increase in cemetery fees Cllr Rudge suggested that the fees for burials need to be re-assessed. The current charges are a fraction of the fees outlined by the NALC, e.g. the fee charged by a parochial church council for burial is £184 (we charge £73) and interment of ashes £74 (we charge £29.50). Their charges are due to rise again in January 2009. Cllr Anderson stated that NALC recommends that income from cemetery fees should cover upkeep, which at present is not happening. It was therefore recommended that the cemetery charges be increased. Cllr Flux suggested that the new rates come into effect from 1 January 2009. It was then suggested that perhaps the increases should be phased over two or three years but Cllr Westbury pointed out that as these payments are "one-off" they can be introduced without phasing. It was agreed that the Special Projects and Environment working group make recommendations for fee increases.</p>
128/08	<p>Allotments a) Keeping of chickens – A document detailing the proposed rules & conditions on the keeping of poultry on Satin Lane allotment site was reviewed. Cllr Spencer proposed and Cllr Watts seconded that it be adopted. Parish councillors with personal/prejudicial interests then withdrew while the proposal was debated. Cllr Alton questioned whether local residents had been contacted or consulted with regard to the noise. Cllr Flux suggested that an assumption had been made that the distance from affected properties was sufficient not to upset the neighbours. Cllr Alton then raised concerns regarding rat infestation. This would be the responsibility of the allotment holder keeping the chickens, which is detailed in the rules governing keeping poultry. Cllr Collins then questioned the number of chickens allowed. As 50 or more birds is considered a flock and would need to be registered it was suggested that numbers be limited to 49. After further discussion Cllr Spencer amended her original proposal so that the document detailing the stringent rules had to be signed by each allotment holder who will be keeping chickens. Secondly, that all allotment holders agree to chickens being kept on the site (Cllr Squires to contact the chair of the Allotments Committee to confirm this approval). Thirdly, that the immediate neighbours are informed prior to any birds being sited and finally that the numbers of the chickens for the total allotment site shall not exceed 49. This proposal was seconded by Cllr Watts then voted on and agreed with 4 in favour and 2 abstentions. b) Allotment Association Update - The tenancy agreements and the relationship with the parish council were discussed. Cllr Squires to seek clarification regarding what the new allotment association would like to be responsible for and to report back. He also asked about the possibility of the council providing funding. Cllr Flux replied that if funding is required a grant application would need to be submitted in writing. c) Hempton Allotment – In reply to a request for an update, the Clerk advised that CDC is having difficulty in getting information from the previous solicitors regarding establishing formal ownership of the allotment site. CDC said that if there is no satisfactory response then the whole process will need to start again. Cllr Flux suggested that if cooperation from previous solicitors is not forthcoming then an official complaint should be considered.</p>
129/08	<p>Environment & Special Projects 1. Hempton Bench: A new bench has been installed and secured to the ground.</p>

	<ol style="list-style-type: none"> 2. Satellite dish: A satellite dish appeared on the corner of the Co-op building but has now been removed. 3. Oak tree: The oak tree on the village green looks sad. OCC are aware of its condition. It may be due to the stress of transplanting - the one in Chipping Norton was the same, but made a full recovery. OCC will therefore leave it until the spring to see if it buds up but will replace it if it doesn't grow. 4. Dog Bins: The bin in The Paddocks has not been emptied because it was omitted from the list passed over to CDC. This has now been remedied, but the old bin needs replacing. Cllr Rudge proposed that a new one be bought (approximate cost £100). Cllr Privett seconded and it was unanimously agreed. There has been a problem with the disposal of dog excrement on the Satin Lane allotment site. Dog owners are asked to make use of the facilities provided and not the main litter bins. 5. Litter Bins: Some bins in the village have not been emptied by CDC for the past two weeks so Cllr Ince and Max did the job instead. CDC apologised and said that this was due to the regular employee being on holiday. Residents are asked to refrain from putting household rubbish in these bins as this is not their purpose. 6. Bins at the Town Hall: Two green bins and the Biffa bin have disappeared from behind the Town Hall. CDC were contacted and asked for replacements. As a result, two blue bins were sent to the Windmill Centre. These have been retained, one at the Windmill and one inside the Town Hall. Two green ones have now been received and Max has painted 'PC' on them for identification. 7. Gaveston Gardens clean-up: Cllr Rudge will contact Chris Twomey to suggest/confirm a date for this, possibly over half term so that the children can help. Any available councillors are invited to help out. It is hoped to make this an annual event so that it will not be too onerous. Cllr Squires suggested that next year it is timed to coincide with the village clear up as equipment and waste collection are available. Disposal of this years waste will be resolved on completion. 8. Bowling green gate: Cllr Rudge will ask Chris Twomey for a copy of the key to the new gate on the Bowling Green to be passed to the Parish Clerk. 9. Cemetery: Work has continued to enhance the appearance of the cemetery and this has been greatly helped by the generous donations of plants from villagers. The Risk Assessment document will be discussed at a meeting between Cllrs Ince, Rudge, Anderson and the Parish Clerk. 10. Wildflower meadows: Cllr Rudge suggested that the unused part of the cemetery be converted to a wildflower meadow until such time as it is required. This would save money as it would only need to be cut once a year and would also be a visual and environmental asset. Communities are being urged to create wildflower 'rivers' and 'hotspots' to try and help halt the decline in bumble bees and butterflies. Other sites could also be considered such as Castle Grounds, Gaveston Gardens, Goose Green, various grass verges, the churchyard (a very popular site for this purpose in many villages) and a link with the wildflower meadow in Daeda's wood. Advice is available from the Nature Conservancy Council etc so Cllr Rudge will follow this up. 11. Noticeboards: Cllr Ince contacted 'Greenacres' who supplied the original boards and was informed that these are no longer under warranty. They quoted £500 just for materials. It was pointed out that the original complaints had been made before the warranty had expired. Deddington News had purchased the boards and within 6 months they were faulty, then a rolling replacement was discussed which never happened. Cllr Ince will liaise with Cllr Todd before contacting Greenacres again. 12. Events: On 8th September Cllr Rudge attended a talk at Bodicote House 'Climate change beyond the IPCC' (short report available) On 9th October Cllr Ince will visit the Materials Recycling Facility near Milton Keynes where our rubbish is treated. 13. Castle Grounds: Cllr Privett mentioned that the pathway around the side had been transformed by the excellent work undertaken earlier by OCV. Unfortunately they have no further dates available to help us this year so the clerk has asked them to book a date in the diary for the spring for the hedge between the cemetery and the Windmill site to be laid. It is hoped that they may also be able to help make and install some wild bird and bat boxes at the Castle Grounds.
130/08	<p>Planning Group Applications 08/01613/F – 5 St Johns Way, Hempton. 2 storey side extension. No objection (Reply already sent). Provides a fourth bedroom, enlarged kitchen and dining area, conservatory and double garage. Application now withdrawn. 08/01660/F - 38, The Daedings, Deddington. Demolition of detached garage and front canopy and construction of single storey front and side extension and conservatory to rear. No objection. 08/01733/TCA – Gaslight, Earls Lane, Deddington. Fell 1 no. Leylandii tree. No objection. 08/01243/F – The Homestead, The Lane, Hempton. Timber pergola, garden sheds and greenhouse, dormer windows, re-roofing and repairs to existing barn and new hovel, end wall. Amendments to 06/02461/F & 06/02242/F. Both were approved by CDC and PC offered no objection.</p>

It appears applicant has been liaising with planners and no issues have arisen. No objection.
08/01244/LB – The Homestead, The Lane, Hempton. Timber pergola, dormer windows, re-roofing and repairs to existing barn and new hovel. See 08/01243/F above. Amendments to 06/02462/LB, 06/02243/LB and 07/01735/LB. All applications were approved. PC had no objection and offers none now.

08/01831/F – The Willery, Clifton Road, Deddington. Single storey rear extension. Provides a dining room with pitched roof. No objection.

08/01831/F- 19 The Paddocks, Deddington. Certificate of Lawfulness proposed. Formation of room in roof space with new dormer extension. Essentially, applicant is seeking formal certificate confirming no grant of planning permission needed. No action as no planning comments are invited.

08/01899/F- Outbuilding adjacent to No 3 Holly Tree Cottages, Earls Lane Deddington. Change of use of flat from residential to use as a chiropractic clinic for 2/3 mornings per week. Plans include land which does not belong to applicant Deddington Housing Association, available car parking spaces are overstated and we believe Certificate B should have been completed to show Holly Tree Club as owners of land included in application. Re parking, 3 plus 4 spaces claimed but applicant has only 3 spaces, 2 of which are used by residents with other by visitors/carer. In addition, the proposed new business proprietor and clients can only access premises from Earls Lane which suffers from parking problems and speeding concerns- there is no right of access from Horsefair. Objection to application as it stands.

Withdrawn Applications

08/01613/F- 5 St Johns Way, Hempton

Amended Application(s)

08/01498/CLUE - Millbrook, Milton Gated Road, Deddington. Certificate of Lawful Use Existing – Equestrian use for whole site. This should not have been issued as a planning consultation by CDC. Subsequent correspondence from them answered with similar views to those given at July PC meeting but confirming PC knowledge of its earlier use.

08/01599/F (Amended Plans) – 4 Hempton Road, Deddington. Single and two storey extension. The single storey addition at rear now has a pitched roof. No objection but earlier remarks still apply re obscured glazing to ground floor and no commercial application of rear parking.

Approvals

08/01145/F – Stone Walls, Hempton.

08/01401/TCA – Manor Farm, Hempton Road, Deddington

08/01498/CLUE – Millbrook, Milton Gated Road, Deddington (See above).

08/01500/TCA – The Old Vicarage, Church Street, Deddington

08/01514/F – The Fishers, Clifton Road, Deddington

08/01530/F – 11 The Daedings, Deddington

08/01576/LB – The Hollies, Tithe Lane, Clifton

08/01599/F- 4 Hempton Road, Deddington

08/01733/TCA- Gaslight, Earls Lane, Deddington

Appeals

APP/C3015/A/08/2080594 (The Main Appeal) and others. North Oxfordshire Consortium has lodged a further appeal citing the non-determination of the second planning application 08/00716/OUT and withdrawn the appeal against non-determination of the original application 07/02291/OUT.

Other matters:

- 1. Stewart Developments & Contracting Ltd.** – copy of a letter sent to CDC asking for comments regarding proposed development in Earls Lane, Deddington. The proposals involve building in part of the field between Pound Court and Gaslight and providing a car park on opposite side next door to Stonecourt. No action will be taken unless a planning application is received.
- 2. Oxfordshire CC** - Partial review of RPG9 and the draft SE Plan. Review of sub-regional allocation of land-won aggregates. Concern expressed that the review could lead to a substantial increase in mineral working, particularly sand and gravel, in the county with sub-sequential knock-on effects of additional lorry traffic. No apparent effects in parish at present.
- 3. GOSE** – Proposed changes to draft Regional Spatial Strategy for South East. Comments needed by 24 October 2008.
- 4. CPRE Oxfordshire** – Concern over GOSE proposed changes above on green belt, additional housing in county, etc.
- 5. Cherwell DC Planners/Barbara Budd** – Correspondence concerning Holcombe Hotel. Cherwell states that Agent tells them there is no intention to lower the wall despite what is on plans. This

	<p>needs to be a planning condition</p> <p>6. Cherwell Parish Councils- LDF Liaison meetings. Next meeting on 25 September.</p> <p>7. East Midlands Regional plan (Regional Spatial Strategy) Proposed changes published for consultation that ends 17 October 2008. Letter and cd-rom in office. Comments can be made online at www.gos.gov.uk/goem</p> <p>8. Planning applications from OCC. From now on all planning applications will be managed electronically with parishes receiving e-mails with a link to the documents and the facility to comment.</p> <p>9. Northampton County Council- Locations for Waste Development. Views sought by 23/10/08. Not thought to impact locally but will be looked at.</p>
131/08	<p>Recreation Working Group</p> <ol style="list-style-type: none"> 1. Play Equipment - Following the recent disagreements over relevant standards and safety rules for the new teen scene equipment – the working group recommends that the PC look at using a different Rospa inspector for the next annual playground inspection, subject to a review of costs. The clerk to diarise. 2. Netball Hoop – has a loose wire. The Clerk to seek to get this repaired under the products warranty. 3. Windmill Grounds – The Working group thanked those who have done a good job repairing the pitches at the Windmill Centre over the summer. 4. Goal erection – The Football Club were thanked for putting up a goal and nets. This has already seen much use. 5. Fun Fair – Mr Hatwell has requested that he be allowed to extend the area covered by the fair to the same as that used recently by the festival (additional area is the 50 sq m to the north of the town hall). Suitable access will need to be left for properties behind Town Hall - Clerk to contact Mr Hatwell. Road closure request to be actioned by the clerk. 6. Buddleia at the Library – has now been cut back. 7. Satin Lane no waiting line – this will be installed by OCC on the road outside the entrance to the allotments. The clerk will arrange for a sign to be placed in Satin Lane stating Keep Clear as not able to sign on public highway. 8. Castle Grounds – the Colts have been using the Castle Grounds and the grass is looking better with little recurrence of the mole problem. 9. Christmas Tree – Cllr Spencer to investigate with Buckingham Nursery the tree for the Market Place. Cllr Rudge suggested that there was also a tree in the allotments that needs removing but could be useful. Cllr Spencer to investigate.
132/08	<p>Finance & General Purposes Working Group</p> <ol style="list-style-type: none"> 1. Cash Flow Statement: The major expense items were mainly routine grass cutting and sports field maintenance. Landscaping in the cemetery was £744 and £100 for a radiator in the Clerks office in the Windmill. 2. Audit. Stoy Hayward has completed the audit for the year to 31 March 2008. There were no matters which require further attention. Cllr Wood will report fully in October. John Suckling has confirmed that he is willing to continue as internal auditor. 3. SOFA. We have been informed about plans to set up a permanent home for the Soldiers of Oxfordshire Memorial to commemorate the country's military heritage. This will be in Woodstock to replace the temporary home at Caversfield. 4. Electricity Charges. It was recommended that the Electricity charges not be fixed and this was unanimously agreed. 5. Town Hall Rates: It was recommended that the charges be set at £3.50 per hour in summer and £4.00 in winter (October – March inclusive) for all town hall users. This is in line with the Holly Tree Club rates. 6. Direct Debit. It was recommended that Danwood are not paid by direct debit. This was agreed. 7. English Heritage. A three year agreement for the management of the Castle site has been received. This was acceptable so it has been signed and returned. The annual income will be £1,900. 8. Town Hall External Painting. We have received two quotations for a full external repaint but the question was raised as to whether a full repainting was necessary. Cllr Flux to discuss with Deddington Charities Estate. 9. Church Clock. A quote has been received for £2,558 plus VAT for its repair. Cllr Flux has been in contact with PCC to discuss a contribution, as the quote is much larger than anticipated due to the manpower and abseiling required for the repair. Cllr Alton suggested that it may be possible to renegotiate regarding the on-going maintenance agreement. Cllr Flux agreed that this is something that should be looked into. Cllr Squires also agreed that whilst agreement currently in place does not set case for continuing. 10. CPRE. Subscription renewal recommended and agreed. 11. Tertiary Education Grants. Two applications have been received from Greig Ross and Kate Garrett. It was agreed grants should be allowed.

	<p>12. Debit Card. It was agreed that the possibility of getting a debit card for the Imprest account for the Clerk would aid on line transactions and should be investigated further.</p> <p>13. Tennis Club. The Tennis club has asked for a contribution for work to the courts. They have been asked to complete the correct form for consideration together with a copy of their accounts.</p>																								
133/08	<p>Highways Working Group (HWG)</p> <ol style="list-style-type: none"> Hempton White Line – HWG understood that this has been done in the manner discussed and agreed with OCC. The line has been moved 6". HWG to investigate if this achieves its aim. Earls Lane Speeding – Cllr Privett to contact Steve Wood regarding the additional readings he was going to undertake, particularly outside the School. Cllr Ward to speak to the Chair of the Governors regarding their Travel Policy and comments. Cllr Collins also to investigate current signage and repeater signs. Hempton post-VAS readings – Cllr Privett to follow up. Clifton – HGV's are still coming through over Country Bridge. To be monitored. Traffic Lights A4260 – structure has been amended to prevent left turners from Hempton Rd seeing a red and stopping. HWG presume this may be a result of the 2 accidents that occurred within a very short space of time earlier this year. Request crossing point was discussed with Darren Mizon. Parking Sub-Committee – will prepare a paper to bring to council once they have met and reviewed previous data. Anti Social Behaviour relating to Parking – several incidents were discussed that have taken and continue to take place within the Parish as a whole. Parishioners must realise, and accept, that unless they have a dedicated drive, entrance, disabled parking space etc – they have no specific right to park outside their property on the Highway or indeed to any parking space sited thereon. County Cllr Jelf suggested that the Neighbourhood Association (NAG) be contacted for assistance. Cllr Collins to draft a document with the assistance of the ex-parking officer. Road Closure – Hempton/Duns Tew Road posted on Parish notice boards Post Box – Clerk chased the re-siting previously discussed. This however can take 16 weeks from approval. Northamptonshire Bend on way to Souldern – Cllr Spencer reported another accident this week and although the road is outside our area, one of our parishioners could have been affected. The triggered signage is still not working. 																								
134/08	<p>Report upon the Play Areas</p> <p>The clerk reported that the play surface at the Wimborn play area is slightly damaged so Max will repair this. Several planks have come loose at the Clifton play area so Max will also repair these. All else is well. Cllr Squires asked whether signage was required for the park areas, stating "if any problems please report to...". Clerk to contact OALC to check whether required.</p>																								
135/08	<p>Invoices for Payment</p> <p>A schedule of invoices totalling £8,044.17 were tabled and approved for payment for period 17 July – 20 August 2008. A further schedule of invoices totalling £8,987.72 were tabled and approved for payment for period 21 August – 17 September 2008. The invoice from B Coaker includes items properly payable by the Windmill Committee and so will be amended to exclude those items.</p>																								
136/08	<p>Investment of Council Funds</p> <p>At the close of business on 17 September 2008 the balances were as follows:</p> <table border="1"> <thead> <tr> <th>ACCOUNT</th> <th>BALANCE</th> <th>INTEREST</th> <th>NOTICE</th> </tr> </thead> <tbody> <tr> <td>Barclays Current Acct</td> <td>662.71</td> <td>0.1%</td> <td>Instant</td> </tr> <tr> <td>Barclays Imprest Acct</td> <td>22,199.36</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>330,270.48</td> <td>5.20%</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>TOTAL</td> <td>553,092.55</td> <td></td> <td></td> </tr> </tbody> </table> <p>Cllr Squires suggested that the W Bromwich account in the current environment may be considered risky as if the society were to fail it is likely that nothing would be recouped. He suggested that consideration be made to move to a banking organisation considered "too big to fail" such as Lloyds or HSBC. Cllr Flux agreed that this needed to be looked at - Cllr Wood will be asked to investigate the possibilities available.</p>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Current Acct	662.71	0.1%	Instant	Barclays Imprest Acct	22,199.36	0.1%	Current	W. Bromwich Building Soc.	330,270.48	5.20%	Overnight	Birmingham Midshires	200,000.00	5.13%	Fixed Bond	TOTAL	553,092.55		
ACCOUNT	BALANCE	INTEREST	NOTICE																						
Barclays Current Acct	662.71	0.1%	Instant																						
Barclays Imprest Acct	22,199.36	0.1%	Current																						
W. Bromwich Building Soc.	330,270.48	5.20%	Overnight																						
Birmingham Midshires	200,000.00	5.13%	Fixed Bond																						
TOTAL	553,092.55																								
137/08	<p>Correspondence</p> <p>10 and 15 September CDC & SE Regional Assembly regarding consultation regarding gypsy and travellers accommodation needs. Details are available in the office.</p>																								
138/08	<p>AOB</p> <ol style="list-style-type: none"> Cigarette Butts – it has been noted that outside some businesses there are an awful lot of cigarette butts. Clerk to draft a letter asking if business would arrange for them to be removed and thanking those who already do. Plant donations for the Cemetery - Cllr Ince has asked that thanks are passed on to everyone who has contributed. Village Show – Congratulations are given to those who organised this year's show. 																								

	<p>Village Meeting – The date of the next Annual Parish Meeting was proposed and agreed for Wednesday 6 May 2009.</p> <p>4. Farmers Market Group – This is a not for profit organisation but a profit has been made and this will be donated to local clubs and groups.</p> <p>5. Thames Valley Police Meeting – Cllrs Ince and Watts attended. Cllr Watts reported that the key issues raised at the meeting were that of road safety and speeding.</p> <p>6. Police Surgery – Cllr Flux mentioned that there will be a police surgery held in the office in the Market Place on the second Wednesday of the month from 5pm – 7pm.</p> <p>7. Clifton Notice board – Cllr Collins to investigate possible relocation sites for the notice board and report back.</p>
139/08	<p>Next Meeting The next meeting of the Parish Council will take place on Wednesday 15 October 2008 at 7.30pm in Deddington Town Hall.</p>