

DEDDINGTON PARISH COUNCIL

Minutes of a Meeting held at the windmill Community Centre, Deddington on

Wednesday 21 September 2011 at 7.30pm

Present: Cllrs Flux (Chair), Collins, Cox, Day, McDowell, Oldfield, Squires, Ward, Watts, Williams, Wood and County Cllr Jelf.

137/11	Apologies: Cllrs Bliss, Finnigan and Rudge and District Cllr O'Sullivan
138/11	<p>Minutes of the last meeting:</p> <p>126/11 8 Deddington Educational Trust. The second sentence should read "Cllr Wood to read Trust Deed and advise Cllr Rudge about her responsibilities".</p> <p>135/11 Cricket Club Charity Ball – Noise levels. The following sentence should be incorporated after the fourth sentences Cllr Cox suggested that events at the Windmill should finish at midnight. The original fifth sentence should then read as Cllr Watts felt that the finishing time should be that stated on the Temporary Events Notice.</p> <p>Cllr Flux then signed the minutes as a true record.</p>
139/11	<p>Declaration of Interests:</p> <p>143/11 12 Dial– a-ride. Cllr Flux stated a personal interest.</p> <p>146/11 4 Town Hall Cllr Day stated a personal and prejudicial interest</p> <p>146/11 4 Town Hall Cllr Oldfield stated a personal interest</p> <p>146/11 7 Deddington at war book - Cllrs Collins and Flux stated a personal interest.</p> <p>146/11 8 Allotments Cllrs Squires stated a personal interest.</p>
140/11	<p>Matters Arising not referred to later on the Agenda.</p> <p>Cricket Club Ball – Noise Levels. Cllr Flux has spoken to a representative of the Cricket Club regarding the noise levels at the Ball as it is important to get their point of view before any future decisions are made. He will invite them to either make a short presentation or send in a letter with their views for the next PC meeting. Cllr Flux suggested that the PC cannot interfere with a dispute between residents. It was noted that in the minutes relating to the first Cricket Club Ball in 2009 the PC had agreed that the event could be held as long as the Windmill Committee also gave it's approval for the. Therefore they did have permission.</p> <p>Minutes. Cllr Squires queried how the minutes were produced as he suggested that they might be issued more quickly. He was told that the draft minutes are drafted by the minutes secretary, edited by the Clerk and then checked by the Chair and Vice prior to circulation. They are then formally approved by the Parish Council at the next meeting. It was decided that the current procedure was in line of that of many other organisations and so would continue.</p>
141/11	10 Minute Open Forum: None
142/11	County and District Councillors update: None
143/11	<p>Highways</p> <ol style="list-style-type: none"> 1. Post Box: A reminder to be sent. 2. Speeding: Dates are being confirmed. There are now 25 volunteers. Cllr Collins stated that the NAG will shortly take receipt of an SDR but asked that the PC show willingness to consider funding at a lower level than the agreed cost of part payment for an SDR. 3. Real Time Display: A letter to be sent requesting an update. 4. Blocked drain by post box: Re-engineering work to be chased. 5. Market Place & Church Street verges. Signs are going to be used to try and deter parking on the greens on market day. 6. Traffic lights from Hempton Road. Installed and parishioners' have said that the new sensors have improved traffic flow. 7. Bench Request New Street. Cllr Rudge assessing strength of feeling and the Clerk awaiting a response to policy and permission request. 8. Memorial Benches in Castle Grounds. The Clerk to purchase a large scale map if required as English Heritage require very detailed drawings of the proposed sitings of the benches. 9. Accidents: HWG awaiting the results of inquests to see whether any lessons could be learned from the fatal road accidents. 10. Signs by Castle Grounds: It has been noted that the loose sign had been repaired by the steward. 11. Snow Day Event: Cllrs Oldfield and Rudge to attend on 10 October 2011. 12. Dial-a-ride (DAR): Cllr Oldfield reported that the consultation period for DAR ends on 30 September and asked the PC to agree its response. She noted it was difficult to given a reasoned argument, as there was little information available but essentially funding is due to end March 2012 and 13 residents currently use the service. Cllr Flux said that there are alternatives available. There is also a volunteer car service based in Banbury, which covers Deddington and costs 47p per mile (45p for the driver). Cllr Collins proposed that the response should be that the PC requires "a comparable service should be maintained for the people using it". This was seconded by Cllr Day and agreed. The Clerk to send response.
144/11	<p>Planning Working Group Applications</p> <p>The first four of the following applications required a response before the September meeting the PWG therefore made the recommendations on behalf of the PC.</p>

	<p>11/01198/F Glenthorne Hopcroft Lane Deddington OX15 0TD. Application for a single storey rear extension to create a breakfast area alongside the existing kitchen and a playroom alongside existing utility room. Concerns about the double doors in the playroom to the side elevation. CDC has been asked that consideration is given to replace these doors with a normal size window but the PC made no objection.</p> <p>11/00150/TCA Five Day Notice Peartree Cottage St Thomas Street Deddington Fell 1 x Pear Tree on the grounds of safety. Approval came in the same envelop as application so PC had no chance to reply but would hope that a new pear tree will be planted at some point in the future.</p> <p>11/00154/TCA The Homestead Goose Green Deddington. Fell 1 x Fir Tree in rear garden. No objection.</p> <p>11/00791/F Greencourts Earls Lane Deddington (NB Revision of plans discussed at July Meeting) Convert and extend existing house to create 3 dwellings. PWG believes these revised plans answer all previous objections and can see no planning grounds on which to object. The PC has therefore made no objection but asked that a condition be included so that no further extensions be permitted and that any car parking spaces must not be converted for any other purpose. Cllr Squires questioned why the Cllrs had not been involved in the decision as it had previously been a controversial application and that the usual procedure required consultation with all Cllrs. Cllr Day said that he had not been aware of this but would in future ensure that any controversial applications are shared with all Cllrs. Cllr Flux reminded the council that on this occasion all of the original concerns had been dealt with.</p> <p>11/00175/TCA Craxton Castle End Castle Street Deddington. Horse Chestnut Crown reduce by one third. No objection. NB Approved before PC has replied see below.</p> <p>11/001261/F & 11/01262/LB Horsefair Cottage, Horsefair Deddington. Single Rear extension and internal alterations to layout. No objection but work should be subject to recommendations from the Cherwell conservation officer and conditions included in regard to types of materials used.</p> <p>11/01239/F Orchard Bank Goose Green Deddington. Extension of existing platform and erection of veranda over. No objection.</p> <p>11/01075/F Hempton House Snake Hill Lane Hempton. Erect new stable block and creation of new access track. PC objects on the grounds that this is back fill development and also objects to the creation of an entrance and access track from the Hempton Road due to highway safety and traffic volume concerns. However, if planning is approved the PC asks that conditions are applied restricting the use of the stables so that there can be no future change of use; and also that the 30 mile an hour speed limit be extended to include this development.</p> <p>11/01243/LB Corner House High Street Deddington. Various internal and external works. No objection but would expect the works to be overseen and approved by Cherwell conservation officer.</p> <p>Approvals 11/00150/TCA As above application Application for preliminary consent to supply pharmaceutical services from premises in the village of Deddington by Miss Rashda Perveen has been approved by Thames Valley Primary Care Trust 11/00154/TCA The Homestead Goose Green Deddington 11/00175/TCA Craxton Castle End Castle Street Deddington 11/00930/LB & 11/00929/F Manor Farm House Main Street Clifton</p> <p>Correspondence Northampton CC Notification to adjacent parishes regarding Northamptonshire Minerals and Waste Development Framework adopted document is available on http://www.northamptonshire.gov.uk/en/councilservices/Environ/planning/policy/minerals/Pages/ContManage.aspx Mr & Mrs P J Smith sent a copy of their application to CDC for tree work (Relates to 11/00175/TCA above).</p> <p>Other Cllr Williams to attend a planning course in November 2011.</p>
145/11	<p>Emergency Planning Two emergency planning documents were received from Cllr O'Dowell for the PC to review and comment upon. There are two documents in the plan one specifically for winter and the other in event of all emergencies. Cllr Cox then spoke about the emergency planning meeting she had just attended which had raised various issues; who perceived to be emergency team? Agreed control centre? Grit bin issues, Budget? Data Protection? It should be a plan for life so will need regular review of volunteers. Cllr Cox hopes to be able to answer some of the questions after she and Cllr Rudge attend a snow day meeting in October. It was then discussed if the plans should be published or shared for use of other PC's or not. Cllr Flux said that if the authors are happy he could see no reason why not. Cllr Ward suggested that the documents might be put in the public domain so any other PC could view it there. County Cllr Jelf said that the Deddington Parish Council emergency planning documents far exceeded in content and depth any of the other nine villages he represents. It was agreed that when the final versions are approved they will be sent out via email and if hard copies are required Cllrs will notify the Clerk. The Clerk asked that the pages of the documents be numbered. The Emergency Plan will be finalised at the October meeting.</p>
146/11	<p>Finance and General Purposes</p> <ol style="list-style-type: none"> Cash flow to end August. The cashflow statement for August was being reviewed by the Clerk and Cllr Wood as it doesn't balance at present. The major receipts and payments were discussed. Cemetery Loan. A statement from PWLB confirms that the loan for the cemetery has been fully repaid. Auditors. The audit is complete and the annual return has been approved and accepted by the PC.

	<ol style="list-style-type: none"> 4. Town Hall. After a meeting with DCE a sum of £2,500 was agreed as a final settlement of the PC's liability under the Town Hall leases. A copy has been returned signed as agreed by George Fenemore. Cllr Oldfield raised concerns over the details regarding the decorating lease. Cllr Wood proposed that the sum of £2500 be approved by the PC. This was seconded by Cllr Collins and resolved - nine votes for and one abstention. (Cllr Day did not vote). 5. Danwood copier. There is still discussion with Danwood that the copier cannot do what is required. 6. Castle Grounds. Cllr Wood proposed that the Clerk be authorised to sign the new five year Management Contract for the Ancient Monument at the Castle Grounds. Cllr Collins seconded this motion and it was resolved unanimously. 7. Deddington at War Book. Cllr Wood proposed that £305 be made available to support this project: £200 for hard back copies and £105 for 7 copies to go to local libraries and museums. Cllr Day seconded this motion. The book contains details of Deddington (and some other) people who served in the two world wars and are named on the War Memorial. Non profit making venture by Michael Allbrook and Rob Forsyth who are to be complimented on the initiative. Any surplus to go to local charities. This was approved by the council. 8. Allotments. It was agreed that fees go up from £21 to £22 for full plot, £13.50 to £14 for half plot and others pro rata. Cllr Wood proposed that the PC contribute up to £960 to reduce the height of sycamore trees on the edge of Satin Lane, also £300 for chainsaw operatives to clear scrub area. This should provide 5/6 new half plots, and Lynda Lake Stewart has said that allotment holders will be responsible for and pay for preparation of the new plots. It was approved in principle although the exact details are to be confirmed with the allotment holders association and interested residents. Cllr Squires also mentioned that he believed that there was Japanese knotweed at the entrance to the allotments. The Clerk will discuss with Allotment Society. 9. Santander. The Alliance & Leicester deposit has been rolled over into Santander who has absorbed A & L. It runs to 1 July 2012 at 2.5%. Cllr Wood said that he would also look into the deposits at the Anglo Irish Bank. Cllr O'Dowell suggested that other initiatives be investigated for better returns. 10. Tertiary grants. Applications from Toby Watson for Warwick University and Matthew Teare at Loughborough. The Clerk said that she expected to receive two further applications. It was agreed that £50 book tokens be given to each. 11. Other expenditure. £106 is required for a concrete base for Betty Hills seat at Castle Ground, £250 to redecorate the clerk's office, and £95 for a base at the Holly Tree to store the PC's rock salt. This expenditure was agreed. Discussion followed about whether security should be considered for the grit but it was considered unrealistic. Cllr Watts asked that some salt be stored in the Clifton and Hempton. He suggested that Hempton Church may be a possible storage site. The Clerk reported that she had learned that some insurers are saying that if gritting is undertaken once by a PC it assumes responsibility for it thereafter for the rest of the season. She will check the position with Deddington Parish Council's insurers. It was confirmed by County Cllr Jelf that the grit bins would be filled once and thereafter any top ups where the responsibility of the PC. It is thought that there will be one ton free and options to purchase a further ton in bags. The snow day event Cllrs Cox and Rudge are attending should provide the full answer. 12. Solar panels. 6192 Kwh have been produced which is more than expected. Feed in tariff at 36p per Kwh comes to £2230. Export tariff at 3p for 50% assumed not to be used on the property comes to £92. A statement from SSE is expected soon as they will be every quarter once received these figures will be compared to ensure everything is correct.
147/11	<p>Environment & Recreation:</p> <ol style="list-style-type: none"> 1. Remembrance Sunday. Cllr Finnigan and the stewards will ensure that the War Memorial is in a good condition. The Clerk to contact the British Legion to say that the PC assumes that the same arrangements regarding road closures (with the BL organising it) will occur again this year. 2. Funfair. Cllr Ward and the Clerk to compose a letter to businesses affected by the funfair saying that every efforts will be made to minimise inconvenience to them. The Stewards will leaflet Market Place houses and also cars prior to the funfair set up. The Clerk to check with Banbury Town Hall as their fair is under charter too. 3. Christmas Tree. Cllr Finnigan to seek donations towards the Christmas Tree with an order being place in October for early December installation. The lighting will need to be addressed with DCE. 4. Clifton Play Area: Cllr Ward has carried out an inspection and reported that the rubber tiles in the play area have moved and require "repointing". The Clerk confirmed that the slime is to be cleaned off. Cllr Ward suggested that the field needs to be cut and rolled before Winter but welcomed others opinions. Cllr Collins suggested that doing it in Spring would probably be better. The Clerk to liaise with Thomas Fox for suggestions for improvement and obtain quotes. The Clerk informed the PC that the OCV will be doing hedge work there on Sunday 25 September. The volunteers have done a really good job previously so money may not be required to infill once the hedges are layed. 5. Sports Clubs. Cllr Ward has said that the Cricket Club would like to extend the pavilion. They are also trying to get Southern Electric to get electric to the pavilion. She reported that the Cricket Club had done a fantastic job to the pitches and that the handover from season to season seemed to be going well. 6. Deddington On-Air. Cllr Ward said that the recent meeting had a good turn out with lots of good ideas. 7. Cemetery. The Clerk requested that five hawthorn bushes (£50) and a bag of top soil (£15) be purchased for infilling the hedge to the west of the cemetery. She has investigated replacing the

	<p>Millennium Yew Tree that had died some time ago and been recommended three tree options by Roderick Nicholson (a Yew, a Holme Oak (evergreen Oak) or a Field Maple). After a vote (Yew 4 votes, Holme Oak 6 votes and Maple 1 vote) it was decided that a Holme Oak be purchased. A 2 metre one costs £30 plus top soil of £15. The Stewards would need to give the tree two buckets of water every week for the first year.</p> <p>Environment</p> <ol style="list-style-type: none"> Swifts: Cllr Rudge has sent a cheque for £20 to the Firefighters' Charity. The Swifts have now gone. A DVD including swifts in Deddington will soon be available. Chris Mason plans to show it at the school. Cemetery wildflower patch – has been mown and hay removed. There was quite a lot of it, so need to rethink what we do with it next year. Quite a few collected seeds have germinated and are being distributed to local gardeners to bring on. More are needed! Cllr Rudge plans to plant up other areas in the Parish next spring. Bulbs have arrived to be planted in the cemetery and planters in October. Help would be appreciated, as there are several hundred to deal with. Fritillaria meleagris have been ordered for Welford's piece in Clifton. Windmill Copse: A Forestry Commission officer, Richard Payne, came to inspect on 22 June. The PC already receive a small grant, but can apply for further funding. Cllr Rudge to investigate. A detailed report on his visit is with the clerk. The map received from the FC is inaccurate – Cllr Rudge to investigate. She has ordered bluebells and wood anemones to plant and OCV will be coppicing soon. Planters look good – daffodils have been ordered for the one at South end of village – school will do the one at North end. Community orchards. A detailed report is in preparation. Andy Howard has offered free consultancy. OCV are coming to do some hedging work on Welford's piece on 25 September. Cherwell Countryside Forum: Cllr Rudge missed the meeting. Sue Marchand (CDC) is keeping her informed. 																																																								
148/11	<p>Update on terms and references and job description by Cllr Day The ones that have been received by the Clerk have been circulated and will be reviewed at the next meeting. Cllr Day asked Cllr Cox whether the OALC training list should include <u>all</u> training courses available.</p>																																																								
149/11	<p>Library Update. Cllr Collins informed the PC that Book a Future – Save Deddington Library Group would be making representations to the OCC. It is in his opinion that OCC will provide 2/3rd of staff costs with the remaining being via volunteers. This is the expectation over a three year period.</p>																																																								
150/11	<p>Report upon the Play Areas: Clifton Play Area already noted – no other problems.</p>																																																								
151/11	<p>Invoices for Payment: Schedules of invoices totalling £7,923.29 for August and £8,286.88 for September were approved for payment.</p>																																																								
152/11	<p>Investment of Council Funds At the close of business on 17 August 2011 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 Imprest Acct</td> <td>621.25</td> <td>0.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Current Acct</td> <td>7,678.82</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>126,655.87</td> <td>1.0%</td> <td>Overnight (inc interest)</td> </tr> <tr> <td>Alliance & Leicester</td> <td>200,000.00</td> <td>2.5%</td> <td>1 year fixed (July 12)</td> </tr> <tr> <td>Anglo Irish Bank</td> <td>200,000.00</td> <td>2.84%</td> <td>1 year fixed (Jan 12)</td> </tr> <tr> <td>TOTAL</td> <td>534,955.94</td> <td></td> <td></td> </tr> </tbody> </table> <p>At the close of business on 21 September 2011 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 Imprest Acct</td> <td>356.21</td> <td>0.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Current Acct</td> <td>22,235.87</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>126,655.87</td> <td>1.0%</td> <td>Overnight (inc interest)</td> </tr> <tr> <td>Alliance & Leicester</td> <td>200,000.00</td> <td>2.5%</td> <td>1 year fixed (July 12)</td> </tr> <tr> <td>Anglo Irish Bank</td> <td>200,000.00</td> <td>2.84%</td> <td>1 year fixed (Jan 12)</td> </tr> <tr> <td>TOTAL</td> <td>549,247.95</td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Imprest Acct	621.25	0.1%	Imprest	Barclays Current Acct	7,678.82	0.1%	Current	W. Bromwich Building Soc.	126,655.87	1.0%	Overnight (inc interest)	Alliance & Leicester	200,000.00	2.5%	1 year fixed (July 12)	Anglo Irish Bank	200,000.00	2.84%	1 year fixed (Jan 12)	TOTAL	534,955.94			ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Imprest Acct	356.21	0.1%	Imprest	Barclays Current Acct	22,235.87	0.1%	Current	W. Bromwich Building Soc.	126,655.87	1.0%	Overnight (inc interest)	Alliance & Leicester	200,000.00	2.5%	1 year fixed (July 12)	Anglo Irish Bank	200,000.00	2.84%	1 year fixed (Jan 12)	TOTAL	549,247.95		
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153/11	<p>Correspondence. Invite to ORCC Community Networking Event – please let the Clerk know if you would like to attend.</p>																																																								
154/11	<p>Any Other Business: Electoral Review: Cllr Squires asked if the PC intended to respond to the Electoral Review of Oxfordshire. He suggested that by joining with the parishes of Adderbury and Bodicote the needs would be more similar to suburbs rather rural affairs. After discussion it was agreed that although Hook Norton is a similar village to ours it was an odd pairing and that geographically we are better matched to Adderbury and Bodicote. School Governors: The Council confirmed that Cllr Rudge to be appointed the PC representative on the Board of Governors. The school will be advised. Stewards: The Parish Council now has two stewards working for it again and they are doing a good job ensuring that the council's needs are met. Details of this were then discussed in a confidential session as this is a personnel matter. Both stewards will be thanked for their work.</p>																																																								
155/11	<p>Next Meeting: The next meeting of the Parish Council will take place on Wednesday 19 October 2011 at 7.30pm in the Duke of Cumberland's Head, Clifton.</p>																																																								