

DEDDINGTON PARISH COUNCIL

**Minutes of a Meeting held at the Windmill Community Centre, Deddington on
Wednesday 19 September 2012 at 7.30pm**

Present: Cllrs Collins (Chair), Bliss, Cox, Day, Finnigan, Flux, O'Neill, Oldfield, Squires, Ward, Watts, Williams, Watts, Wood, County Cllr Jelf, District Cllr O'Sullivan and five members of the public.

149/12	Apologies: None.
150/12	Minutes of the last meeting: The council approved the minutes of 15 August 2012 as a true record and so Cllr Collins signed these.
151/12	Declaration of Interest. None.
152/12	Co-option of Cllr. The clerk had previously circulated information to Cllrs about David Rogers, the only candidate who had applied to be co-opted to the parish council. David introduced himself to the members. He explained that he has lived in the parish for 12 years and is involved in the Parochial Church Council and Deddington On-Air. He helped obtain the photovoltaic system on the Church and was instrumental in streaming the Church services to Featherstone House. He is particularly interested in highways matters and also involved in emergency planning. Cllr Collins proposed that Mr Rogers be co-opted on to the PC. Cllr Day seconded this motion and this was unanimously resolved by the council. David Rogers signed his acceptance of office in the presence of the parish clerk and was duly appointed to the PC. Cllr Rogers will join the Highways & Transport working group of the parish council.
153/12	Matters Arising not referred to later on the agenda. None.
154/12	<p>10 Minute Open Forum. Jane Green addressed the PC about a petition that some residents have signed. She asked that the council send this to OCC. The petition asks OCC to consider an Oak or disease resistant Chestnut Tree as the replacement tree for the Millennium Oak that had stood upon the village green until recently. The signatories on the petition have asked that OCC involve residents in the choice using a variety of media: Deddington On-line, A stall at the Farmers Market and Deddington News. If OCC do not allow input she asked that the PC ask why this is not possible. The future maintenance of the new tree was discussed. It was noted that the PC would be reluctant to assume this responsibility from OCC. It was agreed that the petition will be sent to the chief executive at OCC and copied to the tree representative within the highways department at OCC. County Cllr Jelf was also given a copy of the petition and said that he monitor progress and report his findings to the PC.</p> <p>A member of the public queried the parish council's cemetery rules. Cllr Collins informed him that it was not an agenda item for this meeting and that the PC has never acted unlawfully. It is currently gathering information to ensure that its rules are fully up to date and comply with current Burial Law. Cllr Squires asked that this matter be an agenda item for the following meeting.</p>
155/12	County and District Councillor update. County Cllr Jelf had nothing particular issues to report. District Cllr O'Sullivan said that boundary changes will be made. He also reported that further budgets cuts of 8% will be applied at CDC.
156/12	<p>Environment & Recreation</p> <ol style="list-style-type: none"> 1. Market Place Bins. Cllr Finnigan stated that the Market Place Bins needed their inner bottoms replaced. The Clerk had said that her initial research had suggested that it may be difficult to find replacement liners and so the bins may need to be replaced. She will investigate further. 2. Tree Policy. Cllrs Finnigan and Ward presented draft recommendations for a Parish Tree Policy. Cllrs were asked to submit comments to Cllr Finnigan so that the policy could be ratified at the next meeting. There was discussion regarding recommending that any felled tree be replaced, if appropriate. It was also suggested that an independent arbitrator such as a tree surgeon could be used in certain circumstances. 3. Events of PC land. Recommendations were made with regard to a policy for events that are held at the Windmill Centre. Cllr Watts queried whether the policy was encompassing all PC land (allotments, Castle Grounds etc) whether owned or rented and if so was it workable and practical, and care would need to be taken not to kill the 'volunteer army'. Discussion followed and it was agreed that any suggestions or amendments will be sent to the environment and recreation working group. Cllr Flux noted that there was already a set of rules in place between the WMC and sports club and suggested that these be looked at for reference. The Clerk will forward a copy to Cllrs. 4. Gaveston Gardens. Cllr Finnigan reported that work is required to cut back and reduce the height of some bushes and trees. Some tree canopies need lifting and there is also ivy that needs to be removed to stop future damage to the walls. The resulting waste would be chipped and used as a mulch to suppress weeds on the site. The Steward will then plant wild flowers next year. The Clerk has invited three contractors to submit quotes for this work. Cllr Flux said that the PC needs to confirm the ownership of the boundaries at Gaveston Gardens and so the Clerk and Cllr Finnigan will check this with Land Registry. Details of the quotes will be brought to the next meeting for a council decision. 5. Wildflowers. It was agreed that 1kg of wildflower seeds (£88) be purchased out of the remaining legacy from Betty Hill and used to seed the bank leading up to her bench at Castle Grounds. 6. AWC damage. Wire cutters have been used to cut and thereby vandalise the fence surrounding the AWC. Cllr Ward suggested that boards might be fitted to the inside of the fence as this might help avoid it re-occurring. Various options were discussed. Cllr Oldfield asked why was the court was kept locked. Cllr Flux explained that the damage had been significant when it had been left open to the public in the

	<p>past resulting in a £4k bill for repairs. It was also mentioned that there were sometimes problems when people who had booked the court had to ask unauthorised people to leave. Cllr Day suggested that repair costs be sought and it be discussed at the next meeting. It was suggested that in the meantime a temporary repair be undertaken. It was also noted that the Bowls Club hedge had been trampled and so requires blocking in. Cllr Flux said that he would organise this with the clerk.</p> <p>7. Betty Hill Bin & Clifton Road Bin. Cllr Finnigan reported that the bin near Betty Hill's bench required fixing to stop it being moved. Options are to be investigated. Also, the bin on the Clifton Path has been damaged. County Cllr Jelf has agreed to investigate.</p> <p>8. Christmas Tree. Quotes are being sought for the removal and transport of a tree in Hempton for use as this year's parish Christmas Tree in the Market Place.</p> <p>9. Christmas Tree Lighting. Cllr Flux said that the street lamp to the North West Corner of the Town Hall has been identified as possible to use for the lighting. Work would need to be undertaken to add a box costing in the region of £150-£200. A cable would then be place around the Town Hall to the site of the tree. Cllr Collins will get a meeting date from Deddington Charity Estates so that it can be agreed to and be installed prior to December.</p> <p>10. War Memorial. Cllrs Collins and Finnigan recently met with representatives of the Royal British Legion at the War Memorial. The British legion requested that maintenance, cleaning, re-edging, the re-hanging of the gates and strimming be undertaken to improve the area. Cllr Collins said that he would also like to see further work to improve the area. Cllr Cox has forwarded details regarding grants to clean and improve the lettering of the memorial, which will be investigated further. Cllr Squires asked that the Church be involved. Cllr Collins will present costs and plans at a later date.</p> <p>11. Cllr Ward Resignation. Cllr Ward said that she will shortly be tendering her resignation as she is about to work abroad for two years. She has passed all documents and plans relating to a potential Castle Grounds Fitness Trail to Cllrs Bliss and Finnigan. Cllr Collins thanked her very sincerely for contributing her time and experience to the council. Cllr Oldfield proposed that she be formally thanked in the minutes. Cllr Collins seconded this motion and it was unanimously agreed.</p>
157/12	<p>Highways & Transport</p> <p>1. Collection of Speeding Data. A summary was given to Cllrs and further actions are to follow. A Power point presentation will be given at the next PC meeting. The PC thanked David Rogers for presenting the information using Google Earth. Cllr Watts questioned what is going to be done when the results are given.</p> <p>2. Post at the North Apex of South green in Market Square. This has been replaced.</p> <p>3. Clifton Footpath. Installed and in use. Grateful thanks were passed to County Cllr Jelf. Cllr Jelf said that the path had been completed and confirmed that OCC would take on its continued maintenance. He will pass on the final costs to the PC for consideration of a donation towards the works.</p> <p>4. Deddington Depot Highways and Transport Open Day. Slides from Paul Wilson presentation were distributed to all Cllrs. Information regarding pot holes will follow. It was noted that silent manhole cover are now available in special circumstances.</p> <p>5. Replacement of the Tree in Market Square. Suggestions had been made as detailed in the 10 minute open forum.</p> <p>6. Featherstone House A letter received from the manager of Featherstone House raising concerns had been passed to OCC Highways; with the exception of concerns regarding the salt bin which is the responsibility of PC. The manager thought that the salt bin was positioned in a blind spot. The PC discussed and it was agreed that yellow reflectors will be purchased by the clerk and stuck to the front and sides of the bin to aid vision. A letter will be sent informing him of the PC decision.</p> <p>7. Salt Bins. Cllr Watts asked if the half filled salt bins would be refilled prior to the winter. The Clerk confirmed that OCC will top up or fill all salt bins once. She asked whether Hempton villages would like the additional tonne of salt on offer. Cllr Watts said that Hempton currently still had stocks so required nothing further at present.</p>
158/12	<p>Planning Applications</p> <p>12/00221/TCA The Orchard Hopcroft Lane Deddington. Fell 1 x Bay Tree. Tree is in back garden. No objection but recommend that a replacement tree is planted.</p> <p>12/00222/TCA The Firs St Thomas Street Deddington. Fell to ground level 1 x Leyland Cypress and 1 x Cherry. No objection but recommend that a replacement tree is planted.</p> <p>12/00227/TCA The Orchard Hopcroft Lane Deddington. This application appears to duplicate 12/00221/TCA above. No objection but recommend that a replacement tree is planted.</p> <p>12/01130/F Market House Market Place Deddington. Change of use from B1 Office to A2 Office. No objection.</p> <p>12/01090/F 29 St Johns Way Hempton. Single Storey front extension. Replace flat roof over first floor bedroom with new pitched roof. No objection.</p> <p>Approvals</p> <p>12/00977/F Rowan Cottage High Street Deddington Amended 12/00717/F & 12/00718/LB 8 Castle Street Deddington 12/00808/F Castle Farm Cottages Earls Lane Deddington 12/00815/F & 12/00816/LB The Old House Philcote Street Deddington</p>

Refusals

12/00937/F 2 Duns Tew Road Hempton. Demolish of existing kitchen and garden store, single storey rear and 2 storey side extensions. PC Objected to the scale of this development

Correspondence

Thames Valley Primary Care Trust

Notice of Application for White Horse Dispensing Surgery Chipping Norton for minor relocation of 500 meters or more from Horsefair. No response to be made.

Notification of approval by the trust for Ms R Perveen to provide pharmacy services from Ground Floor Market House Market Place Deddington OX15 0SE noted.

Representation letter sent regarding application from Day Lewis for reserved location status with copies of responses.

Cherwell District Council

Consultation on the proposed Cherwell Local Plan and Consultation on the Draft Bicester Master plan Copies of the documentation is in the office for anyone to read and can also be downloaded at www.cherwell.gov.uk/localdevelopmentframework Representations can be made up to 5pm on the 10 October 2012 NB Representation can only be made in regard to Legal Compliance or the plan being Sound* (*The considerations in relation to the local plan being 'Sound' are explained in the National Policy Framework in Paragraph 182). It was agreed that the PC does not make any submission on the basis that it sees no issue in legal compliance or 'soundness'

Adderbury PC has contacted the PC and invited the PWG to meet and discuss the neighbourhood planning and development of a Plan with Bloxham PC and Adderbury PC. APC have agreed to develop a Plan and have made a good start in the process and BPC have not decided whether or not to go ahead. It was agreed that the PWG accept the invitation and that the clerk requests an evening or weekend time.

Oxfordshire Rural Housing Conference 26 September 2012. As no Cllrs can attend the Clerk will request that any paperwork from the event be sent through.

Other matters. District Cllr O'Sullivan stated that he had been informed that a site visit would take place of Mallards prior to the next PC meeting as it is a listed building in a conservation area. He said that Sir Tony Baldry had sent a note to say that the relaxation of planning rules should not make too much difference to the local plan. Cllr Oldfield raised her concerns that the PC should forcefully express its views on the new planning changes. There was discussion that there are no concrete guidelines and the press has been instrumental in raising concerns.

159/12

Finance & General Purposes

1. **Bank accounts.** Balanced and agreed. The second instalment of the precept has been received and also £2,449 from Southern Electric which is the solar payment to 31 August 2012.
2. **Statutory accounts to 31 March 2012.** Final clearance has been received from the BDO external auditor. The only issue raised is the level of Fidelity Guarantee cover. This will be looked into. BDO re-appointed for next five years.
3. **Investments.** After a careful examination of all investments, the following has been recommended:
 - The West Bromwich Building Society account be closed and the money transferred to the Barclays current account.
 - The offer to transfer the £200,000 from the AngloIrish Bank to the successor Allied Irish Bank GB is not taken up.
 - It was recommended that the available money should be invested in Santander UK and NatWest. Cllr Wood said that as the strategy and policy had been agreed, Cllrs A Flux and B Wood were delegated to carry out the action. It was then recommended that the above be adopted which Cllr Day seconded and was resolved.
4. **Town Hall.** George Fenemore has been busy but Cllr Collins said he would arrange a meeting to further examine options for lighting the Christmas tree as well as PC contributions to DCE refurbishment of the Town Hall.
5. **Footpath on Clifton Road.** The work has been carried out. The F&GP would like to see a statement of the costs involved before recommending a PC contribution. It was mentioned that there was some disquiet about the nature of the work done but as the pathway will be adopted by OCC its future maintenance will not be of a cost to the PC.
6. **Hedge Cutting.** There were various discussions regarding the trimming of the hedge between the under 6's play area and the bowls club. It was deemed an H&S issue due to the height and equipment necessary for the Steward to carry out the work. A quote had already been received for the height reduction of the hedge. The contractor will be asked to revise the quote so that it is now only for the trimming of new growth.
7. **Castle Grounds.** The PC approved a quotation of £360 to remove the lower branches of some trees

	<p>on the rifle range at Castle Grounds.</p> <p>8. Church Clock. It was agreed that in principle the PC pay 50% of the cost of repair to church clock (total cost £768) but an appeal letter is required from the PCC. It should be noted that the PC has no responsibility to maintain the clock, which is wildly misunderstood, but it does pay to have an annual service as an on-going agreement.</p> <p>9. Solar panel reading: 16705</p>																																
160/12	<p>Caste Grounds. Cllr Collins said that the Friends of Castle Grounds (FOCG) had approached the PC for money to undertake herbicide clearance of the banks costing approximately £900. Cllr Collins had suggested that one bank be trialled in order to test its effectiveness for a season but the Chair of FOCG considered this suggestion to be unacceptable. Cllr Day questioned if grants might be available. This was uncertain but the clerk noted that English Heritage were unlikely to have much spare money at present. Cllr Oldfield suggested that the PC should have a plan for the site. Cllr Collins said that English Heritage pay the PC an annual sum to maintain the status quo at the ancient monument part of the site and that the PC seeks to maintain the area within the guidelines EH has set. Cllr Flux proposed that in line with English Heritages aims the PC continues to maintain the status quo at the site. Cllr Collins seconded this motion and it was agreed (8 votes for, 2 against and 2 abstentions). Cllr Wood proposed that the FOCG be asked for proposals of what they think the long term plan should be for the site. Cllr Day seconded this motion and it was unanimously approved.</p>																																
161/12	<p>BT Fibre Optics Project Cllr Flux said that the work was progressing. The turn on date was still set for the middle of January 2013. Cllr Collins and Flux will attend a meeting on 12 October and report back.</p>																																
162/12	<p>Report on Play Areas. The Clerk said that the invoice of the Cheese slide now tallied up and has been paid. She is attending a Play Area Course at Middle Barton on Saturday. She had also tried to book places for Cllrs Bliss and the village steward but the course is fully booked. She will report back her findings to the E&R WG. Cllr Bliss and the Clerk had toured the parish and noted that the brambles at the Clifton Play area needed cutting back and that the village steward will also be asked to improve the sign for the age group.</p>																																
163/12	<p>Invoices for Payment: Schedules of invoices totalling £9,752.40 for September were approved for payment.</p>																																
164/12	<p>Investment of Council Funds At the close of business on 19 September 2012 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>627.11</td> <td>0.1%</td> <td>Imprest</td> </tr> <tr> <td>Barclays Current Acct</td> <td>238,860.67</td> <td>0.1%</td> <td>Current</td> </tr> <tr> <td>W. Bromwich Building Soc.</td> <td>41,655.87</td> <td>1.0%</td> <td>Overnight (inc interest)</td> </tr> <tr> <td>Santander</td> <td>75,000.00</td> <td>3.0%</td> <td>1 year fixed (July 12)</td> </tr> <tr> <td>Nat West</td> <td>75,000.00</td> <td>3.0%</td> <td>1 year fixed (Nov 12)</td> </tr> <tr> <td>Nat West</td> <td>125,000.00</td> <td>3.0%</td> <td>1 year fixed (July 13)</td> </tr> <tr> <td>TOTAL</td> <td>556,143.65</td> <td></td> <td></td> </tr> </tbody> </table>	ACCOUNT	BALANCE	INTEREST	NOTICE	Barclays Imprest Acct	627.11	0.1%	Imprest	Barclays Current Acct	238,860.67	0.1%	Current	W. Bromwich Building Soc.	41,655.87	1.0%	Overnight (inc interest)	Santander	75,000.00	3.0%	1 year fixed (July 12)	Nat West	75,000.00	3.0%	1 year fixed (Nov 12)	Nat West	125,000.00	3.0%	1 year fixed (July 13)	TOTAL	556,143.65		
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165/12	<p>Correspondence: None</p>																																
166/12	<p>Next Meeting: The next meeting of the Parish Council will take place on Wednesday 17 October at 7.30pm in Holly Tree Club, Deddington. The meeting closed at 9.10pm.</p>																																