

DEDDINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held in

Primary School, Deddington at 7:30pm on Wednesday 19 September 2018.

Present: Cllrs A Collins, M Cox (from 212/18), J Eames, H Oldfield, M Robinson, D Rogers, M Squires, M Swadling, T Timms, County Cllr A Fatemian and District Cllr B Williams. **Also in attendance:** a Deddington News representative and four members of public.

201/18	Apologies: Cllrs J Higham, S O'Neill, J Reeve, J Watts and B Wood.																																																		
202/18	Declarations of Interest: Cllrs declaring a pecuniary interest: Cllr M Cox declared a pecuniary interest on Agenda Item 18 E&R 128/18 (8) Allotment Rents as a spouse of an allotment holder. Cllr M Squires declared a pecuniary interest on Agenda Item 18 E&R 128/18 (8) Allotment Rents as an allotment holders.																																																		
203/18	Minutes: Cllr J Eames proposed, Cllr M Robinson seconded the motion and the Council RESOLVED (unanimous by those in attendance of the meeting) that the minutes of the meeting held on 15 August 2018 were approved as a true record. The Chairman then signed the minutes.																																																		
204/18	Matters arising from the minutes and not referred to later on the Agenda: Cllr M Squires reminded the PC that he would be standing down as Trustee on School Governors. Cllr M Squires proposed, Cllr D Rogers seconded the motion and the Council RESOLVED (unanimous) that Cllr A Collins takes up this role after Christmas 2018. Cllr M Squires left the meeting to inform the school governors of his replacement.																																																		
205/18	10 Minute Open Forum: None																																																		
206/18	County and District Councillor updates: County Cllr A Fatemian Report received and available on-line. See 219/18 below. District Cllr B Williams Over the next two years CDC will be the unravelling of our 'Joint Working' relationship with South Northants District Council. CDC's objective is to ensure it can operate without SNDC's support by the summer of 2019. It is envisaged that all collaboration with SNDC will be terminated by March 2020. CDC meanwhile are exploring opportunities for 'Joint Working' with OCC, this will be an ongoing process which is intended to improve services and maintain cost savings where possible, this will culminate in March 2020 when released from joint working commitments with SNDC. Cllr M Squires returned to the meeting.																																																		
207/18	Finance & General Purposes. 1) Bank accounts reconciled and cash flow statement agreed. 2) Annual accounts. Request for more information. 3) Major Expenditure Plan. Updated and circulated. 4) Windmill lease. Arrangements continuing. 5) Internal auditor. Cllr H Oldfield proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) to appoint company to fulfil the role as internal auditor. 6) Bonds. No change. 7) Thursday Club grant request. Cllr D Rogers proposed, Cllr M Squires seconded the motion and the Council RESOLVED (unanimous) to make a S137 gift of £1000. Jean Rudge thanked the PC on behalf of the Thursday Club. 8) Bank signatories. Have been processed and are awaiting confirmation. 9) Insurance. Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council RESOLVED (unanimous) to increase the insurance to cover MUGA 2, the AWC, Wimborn Close and Welford's Piece play areas that have been refurbished to the policy schedule at a cost of £420.07.																																																		
208/18	Staff Hiring Procedure – Dealt with in Closed session																																																		
209/18	Grant Request from Thursday Club – dealt above in F&GP 207/18 (7).																																																		
210/18	Approval of Invoices for Payment. Cllr A Collins, Cllr M Squires seconded the motion and the Council RESOLVED (unanimous) that the invoices totalling £71,337.98 were approved for payment.																																																		
211/18	Report upon the investment of the Parish Council's Funds as at 31 July 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;">2,131.94</td> <td style="text-align: right;">0.1%</td> <td>Imprest</td> <td></td> </tr> <tr> <td>Current</td> <td style="text-align: right;">231,902.93</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;">783,023.62</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Account	Balance	Interest	Notice	Valid Until	Imprest	2,131.94	0.1%	Imprest		Current	231,902.93	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	783,023.62			
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212/18	Planning Matters. Applications																																																		

- a) **17/02549/F Land Adj. to Tchure, Deddington.** Demolition of existing boundary wall, new detached 3 bed dwelling with covered parking - revision of 17/01323. There are some neighbour objections lodged mainly relating to the height of the proposed new wall and additional vehicular movement in the Tchure. However, the existing wall is noted to be unstable on a recent survey and the additional traffic movement would appear to be minimal. Cllr M Swadling proposed, Cllr J Eames seconded the motion and the Council **RESOLVED** (unanimous) no objection but ask CDC to ensure the builders always maintain access for residents. They should therefore ask them to prepare a site access traffic management plan the clearly explains how they will minimise disruption during the project.
 - b) **18/00225/TCA Grove House, High Street, Deddington.** Tree works in conservation area. T1 x Bay - Reduce overall by up to 5ft and reshape. T2 x Walnut - Reduce height by up to 3ft and reduce lateral branches by up to 6ft. T3 x Cherry - Reduce height by up to 6ft and reshape. Cllr M Swadling proposed, Cllr J Eames seconded the motion and the Council **RESOLVED** (unanimous) no objection.
 - c) **18/01506/F 8 Castle Street, Deddington.** Retrospective application for replacement fence and gate posts. Cllr M Swadling proposed, Cllr D Rogers seconded the motion and the Council **RESOLVED** (unanimous) no objection.
 - d) **18/01557/F 6 Windmill Street, Deddington.** Single storey rear extension. This is a slightly larger replacement for an existing conservatory, in keeping in style, size and design with locality/neighbours who have done the same. Cllr M Swadling proposed, Cllr T Timms seconded the motion and the Council **RESOLVED** (unanimous) no objection.
- Cllr M Cox entered the meeting.**
- e) **18/00256/TCA St Peters and St Pauls Church, Deddington,** Tree works – Various. A tree survey has been carried out, identifying nearly 40 trees in the Churchyard. A tree management plan has been developed identifying priorities for works from urgent/high priority trees needing to be felled/crowned/ pollard etc to low priority works. Cllr M Swadling proposed, Cllr J Eames seconded the motion and the Council **RESOLVED** (eight for, one abstention) No objection but would be grateful if consideration could be given to Deddington Tree Policy. (a copy of the tree survey to be kept for the parish archive).
 - f) **18/01475/CLUP Windmill Centre and Sports Complex Hempton Road Deddington.** Certificate of lawfulness of proposed development of play area. DPC are the applicants and are not aware of any objections from within the Parish. Cllr M Swadling proposed, Cllr M Squires seconded the motion and the Council **RESOLVED** (unanimous) no objection.

Approvals

- 18/00202/TCA Calder Cottage, Philcote Street, Deddington.
- 18/00183/TCA The Firs, St Thomas Street, Deddington.
- 18/01247/F 30 Mill Close, Deddington.
- 18/01268/F Ilbury Farm Bungalow, Nether Worton Road, Hempton.
- 18/01154/F & LB Shepherds House, The Lane, Hempton.
- 18/01188/ADV The Studio, Hudson Street, Deddington.

Refusals – None

Withdrawals – None

Correspondence. Consultation - Controlled locality (rurality) determination of Bicester and surrounding towns, villages and hamlets as per NHS Pharmaceutical Regulations. Cllr D Rogers proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (six for, one against and two abstentions) that Deddington Parish Council claims rurality.

213/18

Windmill Centre Redevelopment Working Group:

- 1) **Windmill Open Day.** Cllr M Robinson reported that it had been a successful day with the place “buzzing”.
- 2) **WMC Trustee.** Cllr D Rogers has stood down as a trustee of WMC. Cllr M Robinson expressed her willingness to act as a liaison between the WMC and the PC.
- 3) **Windmill Centre roof – full structural survey of up to £5,000.** This agenda item was withdrawn as no longer appropriate since structural engineers have assured the PC that the steel frame is in good condition. The interior walls are infilled, so can be reconfigured without putting any strain on the structure. It was noted that some very mild surface corrosion will be dealt with by painting in hammerite. There is flashing missing, full gutters, fittings missing which the WMC have agreed to resolve. The upstairs rooms display condensation rather than water seepage and options are to be considered to improve ventilation. Cllr M Robinson to ask the WMC if they have developed a business plan for the future including annual inspections etc.
- 4) **New MUGA.** Finished, in time for the very successful Windmill Open Day. The current line markings are only temporary as the tarmac hasn’t yet cured. The surrounding earth banks have been seeded, and will be watered. Feedback from children using the new MUGA say it is “fab”. £100,955.76 §106 funding: The PC has a CDC purchase order for £91,374.90 which covers the two main contractor bills. A list of extras, with supporting invoices, has been compiled to mop up the remaining £9K.
- 5) **Children’s Play Area and Woodland Trail.** Six bids to supply the steel and the timber play equipment (two separate contracts) have been received. Recommendations to be brought to October PC meeting. When essential groundworks and buffer zone planting are factored in, the overall budget is going to be tight. Consequently, the PC is working on cutting out non-essentials and also looking at grants. The bat survey has been completed and a roost for the common pipistrelle found. Before we can do anything at all to the pavilion, we must apply to Natural England for a low impact licence – at a cost of £2,300. A

	<p>Certificate of Lawfulness of Proposed Development, has been applied with CDC and a decision expected 23 October. The PC cannot place an order for the equipment until it has been received which may push the installation date back unless the winter is mild.</p> <p>6) Windmill Centre Building Upgrade Following this summer's feasibility study, the Hall Group met in September and came up with four priorities:</p> <p>(a) a survey of the building to see what it will take by way of improvements/extensions;</p> <p>(b) a schedule of improvements to the existing building: to make better use of space, e.g. in the main hall, refurbish the loos, and replace the floor in the upstairs room. This will buy time</p> <p>(c) to raise money for the bit that's missing and has been requested by parishioners – a better lounge/viewing area on the west;</p> <p>(d) £25,000 for new disabled toilets to be incorporated into point (b), and we recognise that there is a time limit on this.</p>
214/18	<p>Banning dogs from playing fields at the Windmill Centre. Despite parishioner comments being fed back to the PC there was little in terms of workable solutions to the issue at hand. 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.</p>
215/18	<p>Review Wheel Bins capacity. Deferred until December meeting.</p>
216/19	<p>Neighbourhood Plan Working Group. Cllr A Collins stated that CDC new officer, Christina Cherry, raised a number of comments which raised some objections to the corner stone of the NP particularly with regard to housing. Work was being done to accommodate these comments but they may result in significant changes and concern was raised regarding changing a clear democratic mandate. The plan is to be brought to PC next meeting for voting on.</p>
217/19	<p>Large Scale Developments.</p> <p>West Wimborn Close event. There is a drop-in event for proposals of a housing development to the West of Wimborn Close on 26 September in the Hempton Lounge at the Windmill Centre. The current "wish list" for S106 monies to be updated.</p> <p>Affordable Housing. Cllr H Oldfield raised her concern that a resident wishing to downsize was turned down for affordable housing on the David Wilson Estate as income was not deemed high enough. She has concerns that a service charge may be charged to those in affordable houses although it is CDC's intention they should not have to pay service charge. Cllr H Oldfield to seek confirmation from Stonewater whether or not a potential tenant was rejected on grounds of limited income.</p>
218/18	<p>Environment and Recreation</p> <ol style="list-style-type: none"> 1) Aero skate. Thanks, passed to Cllr T Timms for installing the foot rest for the Aero skate. 2) DMMO footpaths. The Castle Grounds entrance was considered although no decisions reached. 3) Welford's Piece. Hedge cutting and tree trimming mostly done. 4) Speed Watch. Cllr M Squires reported that in 30 minutes of speed watch ten vehicles were found to be exceeding 30mph and an additional three over 40mph. Further events to take place over the forthcoming months. Any volunteers wishing to be involved should pass their details on to the Clerk. 5) Litter – Cosy Lane. Request for a litter bin by the memorial bench on Cosy Lane. 6) Windmill Centre Roof. Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council RESOLVED (unanimous) to spend £350 on an onsite Structural survey. 7) War Memorial Cemetery. Thank you to all who attended, to the RBL for the bar and BBQ and to Cllr Timms for organising. Another working party arranged for 6 October to paint the railings. Deddington News to invite volunteers. 8) Allotment rent. Cllr D Rogers proposed, Cllr J Eames seconded the motion and the Council RESOLVED (eight for and one abstention) that there be no change to the current allotment charges of £22 for a full plot, £14 per half plot per annum and a £3 water charge. 9) WW1 commemoration. WW1 tree has been requested for Hempton Green, Cllr M Cox who is chasing permission. Silhouette soldier – RBL Branch have commissioned an original design and a local person to fabricate. PC to spend agreed £250 to fix the gate post of the war memorial cemetery. 10) Dog Walking path and dog ban from pitches at the Windmill Centre. Dealt with in 214/18. 11) Autumn Litter pick. Will take place on Saturday 10 November. 12) Footpath diversion in Clifton. To be decided at October 2018 meeting. 13) Windmill Hedges. Cllr M Squires proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) to cut the hedge back to the bank and clear the NW corner of playing field at Windmill at a cost of £625. 14) Holly Tree Bench. Thank you to Cllr T Timms for fixing the bench. 15) Deddington Circular Walk. The signs near Coombe Hill Farm have been damaged and will be replaced. 16) Christmas Tree. Cllr M Squires proposed, Cllr A Collins seconded the motion and the Council RESOLVED (unanimous) a budget of up to £1000 be made available for the tree, its installation and removal. 17) Securing the playing fields from travellers. Quotes to be sought for a post near the half MUGA and changing the chain to a gate. Motte and Bailey was also considered.
	<p>18) Letter from Beth Rutterford. A request for the PC to secure the boundary of the Windmill Coppice. Cllr A Collins proposed, Cllr M Cox seconded the motion and the Council RESOLVED (eight for and one</p>

	<p>against) that a response be made to say that the PC have no statutory obligation or power to spend money to undertake this repair. Consideration to be given to apply for a footpath under permissive access at the October meeting.</p> <p>District Cllr B Williams left the meeting.</p>
219/18	<p>County Cllr A Fatemian</p> <ol style="list-style-type: none"> 1) Pear Tree in St Thomas Street. County Cllr A Fatemian has received the license and plan for the Tree on St Thomas Street. 2) Community Fund. County Cllr A Fatemian was delighted that the request by DPC was approved for grass cutting for £215. County Cllr A Fatemian thanked and asked if there were further funds available. He said that there was a fund for the next two years and an application could be made at any time but once the "allocation" had been made there would be no further funds available. 3) Horton Health Overview. County Cllr A Fatemian was delighted to announce that the special Horton Health Overview and Scrutiny Committee will meet in Banbury on Friday 28 September at 2pm. 4) New partnership approved by OCC and CDC. Cllrs at OCC and CDC have approved a proposal for a partnership between the two local authorities, including the appointment of a joint chief executive. The partnership arrangement will offer long-term opportunities to join up services for residents, reduce the costs of providing services, and secure investment in Cherwell to enable the continued growth in homes and jobs. 5) Highways and Potholes. County Cllr A Fatemian said that the Cabinet had agreed to increase monies for Highway Maintenance. There is an additional £120 million anticipated in council tax receipts after additional homes are built in the future. It is suggested that £80/£100million is made available over the next 3/4 years (and paid back over time) for highways and £20/40 million for school buildings. 6) Under 18 burials. These should be free of charge. The Clerk to check that no under 18's has been interned in the Windmill Cemetery in 2018.
220/18	<p>Highways and Transport</p> <ol style="list-style-type: none"> 1) Wheelie Bins Town Hall. No complaints of overspill so far. The large grit bin for the Primary school arrived and was delivered to the school. It was agreed to review in 3 month's time. 2) Earls Lane Depository. The working group are waiting on CDC planning to respond to 18/00203/preapp. Door to door opinion and letters on hold until after the site visit. 3) New St Bus Stop. No news yet. 4) Re: Highway Depot - Open Days. Was cancelled. 5) Temporary Traffic Lights. Opposite school field site from 22 October – 2 November – gas supply works. Cllr M Squires to inform Primary School. 6) School field Site Bus. The bus stop poles, inclusive of bus time tables, have been erected. Buses are stopping at the stops to pick up and disembark passengers. The south bound bus stop road markings have disappeared since that area of the road was resurfaced. It is unclear whether it is the developer's responsibility to reinstate them or OCC's. County Cllr A Fatemian to pursue this matter. 7) County Cllr A. Fatemian outstanding items. St Thomas St Pear tree, Hempton Rd light, pinch point, re instatement of School field site bus stop road markings. He was also asked to investigate the 2015 RTA that damaged signs that have not yet be replaced. 8) OALC Meeting. Cllr M Cox provided the Council with full minutes of the OALC meeting. <p>TRANSPORT. None</p>
221/18	Travellers – Cllr M Cox – see 218/18 E&R (17) securing the playing fields from travellers.
222/18	Deddington Fair – Road Closure. Agreed to do early October, with Perry and Stagecoach being informed.
223/18	WW1 Commemoration. Dealt with 218/18 E&R (9)
224/18	Update from Parish Council Representatives. None
225/18	Correspondence: None
226/18	<p>Any Other Business - No decisions can be taken under this agenda item:</p> <p>DCE. To be written to express an interest in renting the Town Hall undercroft negating the need for development.</p> <p>PFSU. The PFSU sent through a delightful card thanking the PC for its grant.</p>
227/18	Date of the next meeting: The next meeting of the Parish Council will take place on Wednesday 17 October 2018 at 7.30pm in the Duke of Cumberland's Head, Clifton.
228/18	<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).</p> <p>Finance Volunteer. Cllr A Collins proposed, Cllr M Cox seconded the motion and the Council RESOLVED (unanimous) that David Stewart be the PC finance volunteer to replace Cllr B Wood's F&GP work.</p> <p>Locum Clerk Rate of pay. Cllr D Rogers proposed, Cllr M Squires seconded the motion and the Council RESOLVED (unanimous) that the locum clerk spine point 26 be backdated to the Clerks departure.</p> <p>Clerk and RFO replacement. Four candidates to be interviewed by Cllr D Rogers, David Stewart and possibly one other Cllr.</p>
229/18	The meeting closed at 22:06pm