

DEDDINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held at 7:30pm at the Hempton Lounge, Windmill Centre, Deddington on Wednesday 19 June 2024.

Present: Cllr H Oldfield (Chair), M Cox, G Fisher, N Mylne, J Norton, S O'Neill, M Robinson, M Swadling, A Swan and T Timms **Also, present:** County Cllr A Fatemian, Cherwell District Cllr D Rogers, Parish Clerk, 1 members of the public, and a Deddington News Representative.

115/24	Apologies: Cllrs A Collins, C Snashall, T Darwall-Smith and J Watts
116/24	<p>Declarations of Interest</p> <p>General Interest:</p> <p>Cllr M Cox 122/24 Finance and General Purposes item e) Church Clock.</p> <p>Cllr M Cox 122/24 Finance and General Purposes item n) Oxford United proposed and new stadium development.</p> <p>Cllr M Cox and H Oldfield 122/24 Finance and General Purposes item s) To accept the Neighbourhood Planning Steering Group minutes.</p> <p>Cllr H Oldfield 127/24 Finance and General Purposes item v) To consider request from Volunteer driver service and Clean Slate for £100 per organisation.</p> <p>Cllr S O'Neill 128/24 Planning Report item a) 24/01186/F Land adjoining and West of Stonecroft House, Clifton Road, Deddington</p> <p>Cllrs M Cox and S O'Neill 128/24 Planning Report item b) 24/01396/TCA Castle Dene, Castle Street, Deddington.</p> <p>Cllrs M Cox and S O'Neill 131/24 Environment and Recreation Working Group item a) Satin Lane tenancy agreement.</p>
117/24	<p>Minutes:</p> <p>Cllr S O'Neill proposed, Cllr H Oldfield seconded the motion and the Council RESOLVED (unanimous by those in attendance) that the minutes of the meeting held on the 15 May 2024 were a true record of the meeting with the following amendments:</p> <p>98/24 Declarations of interest – Amendments to list of general interest:</p> <p>Cllr M Cox 104/24 Finance and General Purposes item e) Church clock.</p> <p>Cllrs S O'Neill and C Snashall 104/24 Finance and General Purposes item m) PC shed at Holly Tree</p> <p>Cllr S O'Neill 107/24 Planning Report item a) 24/00952/LB & 24/00951/F The Deddington Arms, Horse Fair, Deddington.</p> <p>Cllrs S O'Neill 107/24 Planning Report item c) 24/01037/CLUP Holly Tree, Earls Lane, Deddington.</p> <p>Amendment to 104/24 Finance and General Purposes item p) Update on D-Day, Hobart memorial and blue plaque. Revise text to state 'See 97/24'.</p>
118/24	Matters arising from the minutes and not referred to later on the agenda: None.
119/24	10 Minute Open Forum: None.
120/24	County Cllr A Fatemian update: See 126/24.
121/24	District Cllr D Rogers update: Pre-election period – therefore nothing major to report.
122/24	<p>Finance and General Purposes.</p> <p>a) Sign off Internal control checklist – May 2024.</p> <p>b) To consider Asset Register as at 31 March 2024. Cllr M Swadling proposed, Cllr M Cox seconded the motion and the Council RESOLVED (unanimous) to approve the Asset Register as at 31 March 2024.</p> <p>c) To consider adding Clerk as signatory on investments. Cllr H Oldfield proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (unanimous) to add the Clerk as a signatory on the Skipton investment so that she can communicate with the investment organisation. Noted that we need to ensure Clive Snashall is a Skipton signatory as previously requested. Other accounts will be reviewed when they come up.</p> <p>d) Windmill roof. Some snagging to be done to gutter over entrance to Hempton Lounge. £56,666 of cost has been paid including Valencia and Windmill committee contributions. Final bill to be agreed between TRS and Richard Broadbent, the project manager, next week. Council agreed that the job has been done well.</p> <p>e) Church Clock. Another invoice has arrived from the engineer call-out, the previous invoice was a service invoice. DPC to pay these. Powering issue – probably needs new kit. Probably between £4000-£6000. Suggestion to call out another engineer to see if this is needed. Thanks to Colin Cox for getting the clock going again. Meeting to be arranged with the vicar to discuss costs, including potential to arrange a money raising event. Suggestion that someone from the DPC attend the engineering visit if available. Cllr H Oldfield proposed, Cllr N Mylne seconded the</p>

motion and the Council **RESOLVED** (9 for, 1 abstention) to arrange for a further visit from an engineer to see what is required.

- f) **Memorial Management Policy.** Cllr M Robinson recommended that members of the Holly Tree be contacted about the topple testing due to take place. Cllr M Swadling proposed, Cllr T Timms seconded the motion and the Council **RESOLVED** (unanimous) to adopt the Memorial Management Policy.
- g) **Hearing loop at the Windmill.** Recommendation, on balance, to not invest in a hearing loop due to the high cost, lack of suitability for all hearing aids, and availability of more modern methods. However, DPC to be alert to anyone at meetings who is hard of hearing, who should be given special consideration and perhaps recordings of the meeting. Cllr M Swadling proposed, Cllr M Cox seconded the motion and the Council **RESOLVED** (unanimous) to not pursue a hearing loop at the Windmill at this time.
- h) **To update on D-Day, Hobart memorial and blue plaque.** 7 Cllrs and the clerk in attendance at the D-Day ceremony. Update provided regarding the Hobart memorial – Memorial to be mounted on concrete plinth. Cllr H Oldfield proposed, Cllr M Swadling seconded the motion and the Council **RESOLVED** (unanimous) that a gathering and refreshments for the unveiling of the memorial be held at the Windmill Centre, with costs up to £120. Discussion regarding formal Parish Council roles in events. Suggested would be good to have a checklist regarding this.
- i) **Hempton planters.** Request that volunteer provide receipts and that their total of £100 should cover new compost. Cllr J Norton raised question of Clifton planter which is also managed by a volunteer, who it is believed has received contribution from the DPC previously. Concern also expressed regarding a fairly large tree which has now taken root in the Clifton planter. Cllr M Swadling proposed, Cllr T Timms seconded the motion and the Council **RESOLVED** (9 for, 1 against) to spend up to £50 per planter in Hempton, with costs reimbursed to the volunteer following provision of receipts. Clifton planter to be brought back to next meeting.
- j) **To congratulate organisers of the Four Farms Run on a successful event.** Agreed
- k) **Clerk purchasing standard items.** Cllr M Swadling proposed, Cllr J Norton seconded the motion and the Council **RESOLVED** (unanimous) to agree to the Clerk purchasing standard items such as bin bags at a cost of no more than £100 per month.
- l) **Additional tree work for Mini Tennis.** Cllr M Swadling proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) to approve additional tree work for the Mini Tennis at a cost of £800.
- m) **To consider signing up to OCC Charter.** Launch has been postponed. Will therefore re-consider at a future meeting.
- n) **Oxford United promotion and new stadium development.** Cllr M Swadling proposed, Cllr J Norton seconded the motion and the Council **RESOLVED** (unanimous) to congratulate Oxford United on its promotion, and to write to CDC saying that the DPC fully supporting the new stadium development, and that the DPC hopes the Council will look favourably on this development.
- o) **A361 closure and speeding trucks through Hempton.** Cllr A Swan proposed, Cllr M Cox seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) to send OCC a further note after the recent close of the A361 and speeding trucks through Hempton, to recommend that should there be any further issues with the A361, the B4031 should not be designated as an alternative route as it is designated for local traffic.
- p) **Incorporation of the Holly Tree and the transfer of ownership.** Cllr M Swadling proposed, Cllr G Fisher seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) to confirm that the DPC agree in principle to the incorporation of the Holly Tree and the transfer of ownership from the DPC once the Charity is incorporated.
- q) **To consider CCTV proposal.** Discussion regarding proposal to install a new 16-channel recorded plus two additional cameras, at a proposed initial cost of £1,868.18 from reserves, with an annual maintenance cost of £453.29. Costs to be brought to the next meeting.
- r) **To consider adopting updated Action Plan.** Cllr M Swadling proposed, Cllr A Swan seconded the motion and the Council **RESOLVED** (9 for, 1 abstention) to adopt the updated Action Plan.
- s) **To accept the Neighbourhood Planning Steering Group minutes.** Cllr M Swadling proposed, Cllr M Robinson seconded the motion and the Council **RESOLVED** (7 for, 3 abstentions) to accept the Neighbourhood Planning Steering Group minutes.

123/24

Annual accounts.

- a) **The annual Internal Auditor Report 2024.** Cllr M Swadling proposed, Cllr S O'Neill seconded the motion and the Council **RESOLVED** (unanimous) that the annual Internal Auditor Report is received and noted.

	<p>b) The Annual Governance Statement (Section 1). The Council confirmed they had read the governance statement and then proposed, Cllr M Swadling proposed, Cllr A Swan seconded the motion and the Council RESOLVED (9 for and 1 abstention) that the Council agree to and approve Section 1.</p> <p>c) The Accounting Statements (Section 2). Cllr M Swadling proposed, Cllr J Norton seconded the motion and the Council RESOLVED (9 for and 1 abstention) that the Council approve Section 2 of the Accounting Statements.</p> <p>d) Signing of the Annual Governance. The RFO had signed (Section 2) of the accounting statement prior to presenting to the Council the meeting. The Chair then signed section 1 & 2 of the Accounting statements with the Clerk Signing Section 1 for year 2023/2024.</p> <p>e) Date for the exercise of public rights. The RFO confirmed that the dates for the exercise of public rights would run from 24 June to 2 August 2024.</p>																																																		
124/24	Approval of invoices: Cllr M Swadling proposed, Cllr N Mylne seconded the motion and the Council RESOLVED (unanimous) that the June invoices with a total of £20,388.43 were approved for payment. £9,595.10 monies were received.																																																		
125/24	<p>Report upon the investment of the Council's Funds as at 31 May 2024.</p> <table border="1"> <thead> <tr> <th>Account</th> <th>Balance</th> <th>Interest</th> <th>Notice</th> <th>Matures</th> </tr> </thead> <tbody> <tr> <td>Current</td> <td>74,640.18</td> <td></td> <td>Current</td> <td></td> </tr> <tr> <td>Imprest</td> <td>10,202.25</td> <td></td> <td>Imprest</td> <td></td> </tr> <tr> <td>Unity Trust Bank</td> <td>607.59</td> <td></td> <td>Current</td> <td></td> </tr> <tr> <td>Unity Trust Bank</td> <td>93,471.96</td> <td>2.75%</td> <td>Savings</td> <td></td> </tr> <tr> <td>Redwood Bank</td> <td>90,420.26</td> <td>3.45%</td> <td>95 Day Notice</td> <td>Opened August 2019</td> </tr> <tr> <td>Cambridge and Counties</td> <td>85,000.00</td> <td>5.00%</td> <td>1-year fixed deposit</td> <td>14 August 2024</td> </tr> <tr> <td>United Trust Bank</td> <td>85,000.00</td> <td>5.01%</td> <td>1-year fixed deposit</td> <td>04 May 2024</td> </tr> <tr> <td>Skipton Building Society</td> <td>89,246.98</td> <td>3.75%</td> <td>1-year fixed deposit</td> <td>21 May 2024</td> </tr> <tr> <td>Total</td> <td>528,589.22</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Account	Balance	Interest	Notice	Matures	Current	74,640.18		Current		Imprest	10,202.25		Imprest		Unity Trust Bank	607.59		Current		Unity Trust Bank	93,471.96	2.75%	Savings		Redwood Bank	90,420.26	3.45%	95 Day Notice	Opened August 2019	Cambridge and Counties	85,000.00	5.00%	1-year fixed deposit	14 August 2024	United Trust Bank	85,000.00	5.01%	1-year fixed deposit	04 May 2024	Skipton Building Society	89,246.98	3.75%	1-year fixed deposit	21 May 2024	Total	528,589.22			
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126/24	County Cllr A Fatemian update. Resident complaint received about 20mph speed limit being in place on the main road in Deddington but not in Adderbury. Adderbury PC has complained that they were not allowed 20mph on their main road. Discussion regarding road improvement works between the air bases. Clarification that MMA lining is the white lines on the side of the road.																																																		
127/24	<p>Finance and general purposes.</p> <p>t) To consider paying the Rialtas invoice and cancel contract. Cllr H Oldfield proposed, Cllr J Norton seconded the motion and the Council RESOLVED (unanimous) to pay the Rialtas invoice and cancel the contract.</p> <p>u) To decide if the Council consider ad hoc requests for donation from external bodies. Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council RESOLVED (6 for, 4 against) to consider requests for donation from outside bodies on an ad hoc basis.</p> <p>v) To consider request from Volunteer driver service and Clean Slate for £100 per organisation. Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council RESOLVED (5 for, 2 abstentions, 3 against) to meet request for £100 from Clean Slate. Cllr M Swadling proposed, Cllr G Fisher seconded the motion and the Council RESOLVED (6 for, 1 abstention, 3 against) to meet request for £100 from Volunteer driver service.</p> <p>w) To consider the proposed amendment by Friends of Castle Grounds to its constitution. Cllr H Oldfield proposed, Cllr M Robinson seconded the motion and the Council RESOLVED (unanimous) to accept the proposed amendment by FOCG to its constitution.</p>																																																		
128/24	<p>Planning Report.</p> <p>Applications</p> <p>a) 24/01186/F Land adjoining and West of Stonecroft House, Clifton Road, Deddington. Various amendments including inclusion of PV panels, minor shifting of plot 4, realignment of road, changes to bedroom windows and garages. Cllr H Oldfield proposed, Cllr J Norton seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>b) 24/01396/TCA Castle Dene, Castle Street, Deddington. Tree works. Cllr S O'Neill proposed, Cllr G Fisher seconded the motion and the Council RESOLVED (9 for, 1 abstention) no objection.</p> <p>c) 24/01368/F Old Stores Cottage, Main Street, Clifton. Single storey rear extension and erection of new garage. Cllr S O'Neill proposed, Cllr J Norton seconded the motion and the Council RESOLVED (unanimous) no objection.</p>																																																		

	<p>d) 24/01429/TCA Street Record, Grove Court, Deddington. Tree works. Cllr S O'Neill proposed, Cllr T Timms seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>e) 24/01338/LB Grove House, High Street, Deddington. Re-pointing of the stonework using lime mortar. Cllr S O'Neill proposed, Cllr J Norton seconded the motion and the Council RESOLVED (unanimous) no objection.</p> <p>Approvals 23/00862/LB & 23/00861/F Bull Ring Cottage, Bull Ring, Deddington. 24/01029/F 3 Hempton Road, Deddington. 24/00856/F 23 St Johns Way, Hempton. 24/00445/LB Town Hall, Market Place, Deddington.</p> <p>Refusals 24/00794/F The Little House, Clifton Road, Deddington.</p>
129/24	<p>Neighbourhood Development Planning report. a) Update on Neighbourhood Plan. Was formally adopted by CDC.</p>
130/24	<p>Large Scale Developments Working Group report. a) CDC meeting. Meeting with planning officers from CDC on 15 July 11-12 to discuss the Neighbourhood Plan and how it will affect them. Cllrs H Oldfield and J Norton to attend. District Cllr D Rogers to attend. Any other councillors also welcome. b) Planning application. North of the fire station may go before the planning committee on 11 July 2024 at 4pm.. c) CDC parish liaison meeting. District Cllr D Rogers informed the council that Cherwell does have a 5-year housing land supply. However, the unmet housing need for Oxford does not one. How those two come together is being discussed in the housing appeal now.</p>
131/24	<p>Environment and Recreation Working Group report. a) Satin Lane tenancy agreement. Cllr M Robinson proposed, Cllr M Swadling seconded the motion and the Council RESOLVED (8 for, 2 abstentions) to accept the proposed amendment and additional clauses to Satin Lane Tenancy agreement. b) Mini Tennis. Work going well, site cleared and base down. Water pipe installed. Drain, water supply pipe and root barrier in. Tennis Club have requested a ramp to allow wheelchairs/buggies access to pavilion/courts from the car park. Small amount of leftover tarmac to be laid as temporary measure, however tennis club to investigate whether they want to do something more long-term. Sovereign have asked whether DPC want 2-3 steps up the bank at the back to access the area to be landscaped. Awaiting quote for this. c) To update on the play areas. Welford's Piece – After more discussions with local residents, a slightly different spec is being worked on. Two more contractors have been approached to quote like-for-like. Wimborn Close and adventure playground – Two more contractors are quoting for like-for-like set-up to match the local contractor. Awaiting quote from local contractor to lay path between Hempton Gate and Wimborn Close. d) Tree works. Three days have been allocated to do a chunk of the urgent work, including work at the allotments. Clerk to establish responsibility for tree, and whether branches can be left on the scrub land behind. Possibility of claiming the cost of this work against the S106 fund. e) Grass cutting and No Mow May. Concerns regarding plastic netting and stakes expressed on social media. Following this, a list of why that material was chosen was shared on social media and with DEN. Goose Green – resident has requested that the path be widened to allow buggies/mobility scooters. Clerk checking whether it is the responsibility of OCC. If OCC decline, task is to cut and dig away the grass which has grown over time. Chair has met members of Wild Oxfordshire who are interested in establishing a wider wildlife area. f) Windmill roof. Finished 17 May. Two swift boxes replaced. g) RoSPA annual playground inspections. Scheduled for 8 July 2024. h) Satin Lane wall at allotments. Finished and builder has done a good job. Rubble cleared away, full access down the lane restored. i) Choisya shrub in Pocket Park. Overgrown choisya to be cut before RoSPA inspection. j) Donald Lane bench on Castle Street. Had dropped off the radar. Clerk now following up as donor keen to sign off on it. k) Castle Grounds. Complaint from parishioner about dog training in the Castle Grounds and asks what the position is regarding commercial activity on DPC property. No further action to be taken. l) Parking in Wimborn Close. Complaint to District Cllr about Windmill users blocking drives and parking badly when car park full. Complaint passed to WMC – this is a rare occurrence made worse by mini tennis compound blocking four spaces. Suggested clubs be asked not to organise more than one event on the same day.</p>

	<p>m) Acoustic panels. Have been added to the Clifton Room, Hall and Studio with great success.</p> <p>n) Salt bins. Salt bin at Featherton House is leaking badly. Suggestion that this and the one at the Windmill be emptied, and the latter refilled from the broken salt bag. To ask Sovereign whether their skip could be used to dispose of solidified salt.</p>
132/24	<p>Highways and Transport Working Group report.</p> <p>a) Planters. Hempton and Hempton Gate planters are in poor condition. Need someone to assess the state of the planters, and what is needed to fix them.</p> <p>b) Flood risk. Works might be done by OCC Highways team. Enquiries to be made.</p> <p>c) Clifton Temporary Traffic Regulation Notice. Closure to facilitate investigation works comprising of coring, drainage surveys and pre-civil works.</p> <p>d) Gully emptying. Took place on June 5th.</p> <p>e) Disabled Bay. Letter received from Hudson Street resident requesting that objection to the removal of the bay be withdrawn. Signs have been removed suggesting that legally no longer a disabled bay. Clerk to ask for clarification regarding the bay's legal status. Resident to be kept informed.</p> <p>f) Deddington – speeding on Clifton Road. Letter from resident on the new Burrington estate complaining about speeding past their private drive making access difficult. Request that the 20mph signs be moved further towards Clifton, asking if DPC have any VAS signs or plans to install any, and asking if they are aware of community speed watch initiative. Cllr H Oldfield to reply and invite the resident to join the community speed watch, and request consideration be given to use the redundant 30mph VAS in this area.</p> <p>g) Engagement Team Introduction. No dates yet received.</p> <p>h) Road improvements – Deddington Cross Road to Barford St John. County Cllr A Fatemian has answered query regarding works scheduled.</p> <p>i) Hempton. OCC officer Dave Catling has presented possible road improvements through Hempton with aim of improving safety at pinchpoint. Proposals include: a curb realignment expanding pavement west of pinchpoint; build-out between Snakehill Lane and St John's Way; build-out at centre outside Church Farm Cottage; build-out west of junction with Duns Tew Road, priority to be given to those travelling towards Deddington. Residents and farmers in Hempton to be consulted. Farm vehicles should not be impeded by the proposed build-outs. DPC to list priorities and send on to OCC. Cllrs' preliminary opinion that build-outs at either end of the village would be preferable, but are not in favour of build-out in centre of village. Concern regarding widening of pavement causing road to be too narrow for lorries to pass. However, widening would make the path safer for pedestrians. Need to consider measurements and priority at build-outs. Holding letter to be sent, and final response to be provided once feedback received from Hempton residents</p> <p>j) 20mph. Objection received from resident regarding 20mph through Deddington. Clerk has passed the resident OCC contact details as requested and invited them to join the community speed watch.</p> <p>k) Community speed watch. Clifton self-funding group is keeping DPC updated of their activities. Has requested an OCC meeting with various requests for highway improvements.</p>
133/24	<p>Items for information.</p> <p>a) Cllr H Oldfield shared information regarding cemeteries.</p> <p>b) Cllr A Swan query regarding Stone Pits allotments – certain sites falling into disrepair so people on the waiting list should be contacted. Clerk is sorting this.</p>
134/24	Update from the Parish Council Representatives. None.
135/24	Date of the next meeting: The next Parish Council meeting will take place on Wednesday 17 July 2024 at 7:30pm in the Old School Room, Hempton. Meeting closed at 21.20pm.