

Minutes of the meeting of South Hinksey Parish Council held at South Hinksey Village Hall on Thursday 23rd June 2022

Present: Michael Cochrane (Chairman), Linda Goodhead, and Janet Lester.
Other attendees: Dudley Goodhead.
In attendance: Geoffrey Ferres (Clerk)

Time commenced: 7.00pm

Procedural items

22/31. Apologies

Christine Chater, Patricia Jones (Vice-Chair), Cllr Debby Hallett (VoWHDC) and Cllr Emily Smith (VoWHDC).

22/32. Declarations of interest

All members declared an interest in relation to the Oxford Flood Alleviation Scheme, the Oxford-Cambridge Arc and the A34 Improvement Project.

22/33. Public questions, comments or representations

None.

22/34. Minutes of the 2022 Annual Meeting

The Council **agreed** the minutes of the March 2022 meeting. The Chairman then signed the minutes and initialled each page.

Action: Clerk to publish signed minutes on website

Business items

22/35. Financial report

The Council **noted** the bank reconciliation and budget monitoring report to 19th June 2022 presented by the Clerk in his capacity as Responsible Financial Officer.

22/36. Finance – payments and receipts

a) Payments

The Council **ratified** the following payment approved by the Chairman and LG since the last meeting:

Reason	Amount	Payee	Power to act
Clerk net pay May 2022	£424.65	Geoffrey Ferres	s112 LGA 1972

The Council **approved** the following payments:

Reason	Amount	Payee	Power to act
Two years' domain hosting	£102.00	HCI Data Ltd	s142 LGA 1972

Initialled: 

Date: Monday 3rd October 2022

Reason	Amount	Payee	Power to act
Splash page and extra email storage	£92.00	Parish Council Websites	s142 LGA 1972
Design specification and tender pack	£2,214.00	Cemetery Development Services Ltd	s214 LGA 1972
Hire for Annual Parish Meeting	£22.00	South Hinksey Village Hall	s133 LGA 1972
Internal audit 2021-22	£330.00	Auditing Solutions Ltd	s111 LGA 1972
Clerk net pay June 2022	£424.65	Geoffrey Ferres	s112 LGA 1972

The Chairman and LG signed the payments and initialled the supporting paperwork.

Action: Clerk to send payments to HCI Data Ltd, Town and Parish Council Websites, The CDS Group and Auditing Solutions Ltd

In view of the fact the Council would not meet in August, the Council **agreed unanimously** to set up a standing order for £424.65 for the Clerk's monthly salary net of tax and further **agreed** that, if there were any difficulty setting up the standing order, the signatories should sign a cheque for that amount.

Action: Clerk to attempt to set up a standing order

b) Receipts

The Clerk informed the Council that there had been five receipts since the last ordinary meeting:

Reason	Amount	Payer
Precept – first half	£10,348.00	VoWHDC
VAT refund 2021-22 Q4	£1,137.41	HMRC
Varney inscription	£200.00	Banbury Memorials
Grass cutting grant	£838.83	OxonCC
Grass cutting grant	£838.83	OxonCC

The Clerk explained that OxonCC had not only paid more than the correct amount due to the Council for cutting verges but had made the excessive payment twice. He would attempt to get the mistake corrected. **Action: Clerk**

22/37. County Councillor's report

BJ was not present and the Clerk had not received a written report.

22/38. District Councillors' report

DH and ES had sent their apologies as well as a written report, which had been circulated in advance.

22/39. Planning applications

a) Thickets, Hinksey Hill:

- s73 application to vary condition 2 (approved plans) on application P21/V2852/FUL – change car lift to vehicular ramp (As amended by additional information received 22 June 2022) [P22/V1309/FUL] [Original consultation deadline: Thursday 22nd June 2022]
- above ground garage [P22/V1338/FUL] [Consultation deadline: Friday 1st July 2022].

Initialled: _____



Date: Monday 3rd October 2022

The Council **instructed** the Clerk to object to both applications on the basis that the volume and mass of the property as proposed would constitute inappropriate development in the Green Belt. **Action: Clerk**

22/40. End year Bank Reconciliation 2021-22

The Council **noted** the corrected year end bank reconciliation for 2021-22.

22/41. Annual Review of System of Internal Controls 2022

The Council **agreed** to defer this item to the next meeting in view of the absence of the Vice-Chair, who had conducted the review.

22/42. Internal Audit Report 2021-22

The Council **noted** the report of the Internal Auditor for 2021-22 and **reaffirmed** its intention to adopt Standing Orders based on the model produced by the National Association of Local Councils.

22/43. Code of Conduct

The Council **agreed unanimously** to approve the new Oxfordshire model Code of Conduct. **Action: Clerk to replace old Oxfordshire model Code of Conduct on Council's website with new one**

22/44. Correspondence

The Clerk brought to the Council's attention a message from a Senior Lecturer in Psychology at Oxford Brookes University who said he is the coordinator of the Surveying Opinion On Local Energy academic research project examining public opinion about onshore wind turbines.

He said the project is considering surveying public opinion about wind turbines in our area, using a hypothetical plan for a small wind farm somewhere south of Botley. Will

Action: Clerk to forward message to LG

22/45. Banking

The Council **agreed** to open a deposit account with Unity Trust Bank. **Action: Clerk**

22/46. Annual Parish Meeting 2022

The Council **noted** the minutes of the Annual Parish Meeting, which will go to next year's Annual Parish Meeting for approval.

22/47. Traffic issues

LG gave a report of the briefing on transport plans for Oxford, which she and the Vice-Chair had attended on 7th June. LG explained that the formal consultation on the proposals was not yet open. The Council **agreed** that the matter should be placed on the agenda of a future meeting. **Action: Clerk**

22/48. Transport issues

LG reported that she had presented a petition to a Full Council Meeting of OxonCC regarding the loss of bus services on Hinksey Hill. She said there was nothing further to report at present.

Initialled: _____



Date: Monday 3rd October 2022

22/49. Burial ground

The Council had an initial discussion about the possibility of making an application to the Public Works Loan Board to cover the cost of the creation of new plots, a cost which would probably exceed the Council's current reserves.

The Council **instructed** the Clerk to draft papers for such an application, have them checked by the Oxfordshire Association of Local Councils and bring them to a future meeting for further consideration. **Action: Clerk**

22/50. Email addresses

No councillor is yet using the email addresses connected to the new website.

Action: Clerk to forward details to JL

22/51. Community woodland

Nothing to report

22/52. Noticeboards

The Clerk reported that he had contacted the Harry Stebbings Workshop about the Council's order for three noticeboards and had been advised they would not be ready for delivery before the end of 2022.

22/53. Oxford Flood Alleviation Scheme

Nothing to report.

22/54. Oxford-Cambridge Arc/A34 Improvement Project

The Council **noted** the announcement from National Highways on 17th June regarding the A34 Improvement Project that "a public consultation will not take place this summer".

22/55. Deep cleanse

The Council discussed priorities for VoWHDC's forthcoming deep cleanse and **instructed** the Clerk to include the pavement and verge on Parker Road and the bridge over the A34 along with the usual requests. **Action: Clerk**

22/56. Maintenance issues

The Council instructed the Clerk to request replacement of the HGV sign at the entrance to the village. **Action: Clerk**

22/57. Local Council Administration

The Council **approved** the purchase of the new edition of Charles Arnold Baker on Local Council Administration (cost £137 plus delivery charge). **Action: Clerk**

22/58. Feedback from members of the public

None.

Time concluded: 8.43pm

Signed:

Initialled: 

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