

South Hinksey Parish Council

<https://southhinksey-pc.gov.uk>

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Minutes of the Meeting of South Hinksey Parish Council held at 7pm on Monday the 1st of July 2024 in the South Hinksey Village Hall

Present: Cllrs Goodhead, Jones (Chair), Maitland and Peacock

In Attendance: L Morrison Allsopp Clerk and RFO and one member of the public attended for part of the meeting.

24/040. Apologies for absence: County Cllr Bob Johnston and District Councillors Debbie Hallet and Emily Smith gave their apologies.

24/041. Declarations of Interest:

To receive any Declarations of Interest from Councillors relating to items on the agenda, in accordance with the Council's Code of Conduct. This does not preclude any later declarations.

24/042. Approval of the draft Minutes of the Parish Council Meeting held on the 29th May 2024: Minutes agreed with no amendments and signed by the Chair of the meeting.

24/043. Public Participation - questions, comments or representations: The Member of the Public had no comments at this time.

24/044. Reports from County and District Councillors

No report from Cllr Johnston.

Reports from District Cllrs Hallet and Smith for June and July in Dropbox. Cllr Peacock pleased to note comment on litter on A34. He has raised this in a private capacity.

Add Standing item for Traffic to the agenda. **Action Point**

24/045. Review of Actions from the Minutes: Report on progress of outstanding items which do not require further decision.

Minute Reference	Action	By Whom	Progress
23/165	Clerk to produce Actions as a table with highest priorities at the top	Clerk	Ongoing
23/150	Circulate Planning Applications on receipt	Clerk	Ongoing
23/151	Register interest with Land registry	Clerk	Ongoing
23/151	Ask Open Spaces to attend PC Meeting	Betty Lane Working Group	Ongoing
23/189.	National Highways re alternative cycle walking route prepare letter	Working Group	Ongoing
23/189.	New Cycle Route produce Action Plan	Working Group	Ongoing

23/168 c	Flood Alleviation Two Councillors as representative at OCC Planning Committee	Cllrs	Ongoing
24/014. b	Complete Clerk Annual Appraisal	Cllrs Jones & Goodhead	
24/025	To review Risk Assessment	Cllr Johnston	Delayed
24/033.	Bollard for Woodland	No Funds	Ongoing
24/034a	Cycle Route Write to National Highways this will complete their cycle route.	Working Group	Ongoing
24/034a	Consult with interested parties.	Working Group	Ongoing
24/034a	Go Forward with requesting quotes.	Working Group	Ongoing
24/034a	Fundraising for outside grants.	Working Group	Ongoing
23/189.	To write to Secretary of State making it clear the Council is disappointed and think decision is a perverse with one.	Clerk	Completed
24/029	Policy Document Amendments	Clerk	Completed
24/035	Amend Standing Order Clerk Salary	Clerk/Cllrs	Completed
24/036.	Clerk to write to National Highways	Clerk	Completed
24/038	New Website and email provider appointed	Clerk	Completed
23/168 e	A34 Noise refer OCC advice to Working Group	A34 Noise Working Group	Completed

24/046. Clerk's Report Paper 2

Clerk's Report

Defibrillator

This is now on the Circuit having been deleted from WebNos.

Burial Ground

We have a couple of requests for transfer of ownership and for and applications involving Stones.

COUNCIL MATTERS

24/047. Planning applications

- i) To discuss and agree a response to any planning applications received between the agenda being posted and the meeting.

P24/V1154/HH Construction of single storey rear extension

Golden Acres Hinksey Hill OX1 5BQ in keeping at back of the house and **no comments or objection from Council.**

24/048. Reports from Working Groups

- a. Cycle/Footpath – no written report. Verbal report from Dudley Goodhead as a member of the Working Group. OCC cannot support a route along the A34 verge. Not part of the Transport Plan and very expensive. They suggested a route going through the Kingerley Field. Working Group will continue to pursue the issue with National Highways. Greg Stone is the National Highways contact. Suggestion that he be invited to view the site.
- b. Flood Alleviation Scheme – no report.
- c. Woodland – Proposal from Cllr Maitland for the creation of a working group involving councillors and members of the community to progress a number of regeneration activities within the Community Woodland. **Paper 3**

Good overall proposal. Width of the path reduce the width cut in the grass Improving wild flower meadow. Add a pond, but issues around this. Grants available for this. Need a Bollard cost of £800.00. Set of proposals to be worked up and priced for grants. Proposed that we secure the site with a bollard max cost of £1000.00 agreed. **Action Point**

Cllr Maitland and the Clerk to discuss the other proposals. **Action Point**

d. A34 Noise – no report

Mr Goodhead left the meeting.

24/049. Annual Governance & Accountability Return (AGAR) 2023 / 2024

a) To consider the findings of the Internal Audit Report from Mulberry. **Paper 4**

Recommendations from Auditors that written reports must be provided by Councillors in good time for the publication of the agenda. Cllr Jones noted that this is a transparency issue and is required by legislation. Any decision made by Council without the proper paperwork can be challenged in court. **Action Point**

General Reserves high but £4,000 for Woodland costs last year not yet paid and £5000 for new Burial Ground still to be transferred to Ear Marked Reserves. Total Expenditure against Budget. Proposal that a finance statement be supplied to every meeting Expenditure against budget. **Action Point**

Asset Register in wrong place on the website has now been amended.

b) To approve the Annual Governance Statement by resolution **Paper 5**

Approved and Chair signed.

c) To consider the Accounting Statement **Paper 6**

Considered

d) To consider the Receipts and Payments Summary **Paper 7**

Considered

e) To approve the Accounting Statements by resolution.

Approved

24/050. Exercise of Public Rights

Note and agree provision of the exercise of public rights. **Paper 8**

24/051. Finance:

a) Approval of Receipts and Payments against Budget since last Council Meeting.

All agreed payments to be authorised by bank signatories as soon as possible after the meeting.

Receipts & Payments for notification or approval at Council Meeting against Budget July 2024

	Payee	Description	Method of Payment	Total Amount including VAT £	Budget Code	Budget Total £	Budget Balance £
Paid - expenditure previously approved at Council Meeting or urgent /regular payments							
<u>1.</u>	Ox Direct Services	Burial Ground hire and Emptying of waste Bin	DD	46.63	2007	4,000.00	3794.36

2.	Ox Direct Services	Burial Ground hire and Emptying of waste Bin	DD	49.36	2007	4,000.00	3745.00
3.	Lloyds Bank	MultiPay Card May	DD	3.00	2015	150.00	144.00
4.	Lloyds Bank	MultiPay Card June	DD	3.00	2015	150.00	141.00
5.	VoWHDC	Business Rates May	DD	52.00	2007	4,000.00	3735.41
6.	VoWHDC	Business Rates June	DD	52.00	2007	4,000.00	3683.41
For Approval							
	LMA	Net Staff Costs June	SO	512.10	2001	8,870.00	7333.40
10	HMRC	Tax/NI Q!	BT	315.80	2002	1400.00	1084.40
11.	Tactical Services May	Grass Cutting	BT	259.08	2006	4,000.00	3222.52
12.	Tactical Services June	Grass Cutting	BT	259.08	2006	4,000.00	2963.44
13.	Mulberry	Internal Audit	BT	214.50	2008	600.00	385.50
14.	Covered by LMA	SIM top up	BT	9.71	2012	250.00	211.87
		All attached invoices have been checked as correct by the Clerk.					
Receipts							
20.	Cook	EROB and Stone amendment		242.00	1004	3000.00	242.00
21.	OCC AP	Grass Cutting		680.68	1008	680.00	0.68
22.	Roper	EROB transfer		99.00	1004	3000.00	341.00
Explanations							

Payments approved

b) To note Insurance Renewal. Paper 10

Noted.

c) To note new model Financial Regulations for consideration at the next meeting of Parish Council. Paper 11

Noted.

24/052. Burial Ground Development - Report from the Clerk Paper 12

Tender again with Clerk contacting companies that might be interested.

24/053. Oxfordshire Council Charter- to note Charter and the postponement of the Launch due to the General Election. Paper 13

Lack of communication on major issues like food alleviations.

24/054. Letter to Rural Payments Agency to be agreed by Council and signed by the Chair. Paper 14

Agreed and signed **Action Point**

24/055. NALC Good Councillors Guide 2024– for Councillors to note the new edition of this helpful reference document, previously circulated. Paper 15

Noted

24/056. Items for information or next Agenda only – all items for the next agenda to be submitted to the Clerk by Friday 23rd of August. Any items submitted after that date will not be considered.

It is Resolved that in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted.

24/057. Confidential Items

- a. To open and agree the tenders for the development of the Burial Ground.

No tenders have been received.

Date of the next meeting 2nd September 2024