



South Hinksey Parish Council

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

Mrs Linda Morrison Allsopp, Parish Clerk
Email: clerk@southhinksey-pc.gov.uk

Tel: 07467 257654
33 Field House, West Way, Oxford OX2 9JN

A Meeting of South Hinksey Parish Council will be held at 7pm on Tuesday the 26th of August 2025 in the South Hinksey Village Hall

Councillors: You are hereby summoned to attend the Meeting of the Parish Council for the purpose of transacting the business itemised below. This meeting replaces the scheduled meeting of the 1st of September which Councillors have intimated would not be quorate.

Members of the Press and Public: You are cordially invited to attend and may address the Council during the formal meeting under the Public Participation item. Under the Public Bodies (Admissions to Meetings) Act 1960, the press and public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Supporting Papers are available in [DROPBOX](#)

These should be considered by Councillors and any clarification requested before the meeting.

Linda Morrison Allsopp.

Linda Morrison Allsopp, Clerk to the Parish Council and Proper Officer.

18th August 2025

25/080. Apologies for absence:

25/081. 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.

25/082. Approval of the draft Minutes of the Parish Council Meeting held on the 7th July 2025: Council to review and approve the draft minutes as a correct record.

25/083. Public Participation - questions, comments or representations: To facilitate public participation with regard to items on the agenda, the Council will receive any comments or questions from members of the public. Individual comments should not exceed three minutes. This is the opportunity for Parishioners to contribute to the Meeting. Any other participation can only be with the prior agreement of Chair and Council.

25/084. Reports from County and District Councillors

25/085. Review of Actions from the Minutes: Report on progress of outstanding items which do not require further decision. **Paper 1**

25/086. Clerk's Report Paper 2

COUNCIL MATTERS (Total 60 minutes)

25/087. Planning applications

- i) To agree a response to Oxfordshire County Council planning application reference R3.0065/25
Paper 3
- ii) To discuss and agree a response to any planning applications received between the agenda being posted and the meeting.

25/088. Finance:

- a. Third Bank Signatory - Cllr Morrison – Bank signatories to sign mandate. **Paper 4**
- b. To consider and agree the following budget amendments
 - i). Virement £250 from General Reserve to Office Supplies.
 - ii). Virement £250 from General Reserve to Audit.
- c. Local Government Services pay Agreement 2025 - for Council to note and agree pay agreement for 2025 and the implementation of the pay award as per contract to £19.81 per hour **Paper 5**
- d. Local Government Services pay Agreement 2025 - for Council to agree payment of the backdated amount of £98.30. **Paper 6**
- e. Bank reconciliation Quarter 1. Cllr Goodhead to report on checks. **Paper 7**
- f. 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.
Paper 8
- g. To note Summary of Receipts and Payments against draft budget to date. **Paper 9**
- h. External Auditors Report. To discuss and agree report, certificate and Notice of Conclusion of Audit. **Paper 10**

25/089. Reports from Working Groups

- a. Cycle/Footpath
- b. Flood Alleviation Scheme
- c. Woodland – see Clerk's Report
- d. Hinksey Hill Weight Limit
- e. A34 Noise -

25/090. Practitioners Guide 2025 – for Council to note the Practitioners' guide which provides the proper practices about the governance and accounts of smaller authorities such as South Hinksey. **Paper 11**

25/091. IT Policy - to consider and agree IT Policy as required by the Practitioners Guide. **Paper 12**

25/092. Councillors to note ICO Statement as it references a councillor's use of their personal laptop for Council business. **Paper 13**

25/093. Parish Clerk Annual Review – as per standing orders each councillor to review the Clerk's performance and forward to Cllr Denby for review with the Clerk at a date in October as required by the Contract of Employment issued to the Clerk by Council.

25/094. Scheme of Delegation - To agree the Scheme of Delegation with the requested amendment. **Paper 14**

25/095. Prepare for Winter – to consider, what if any items are required to prepare for Winter. **Paper 16**

25/096 Items for information or next Agenda only – all items for the next agenda to be submitted to the Clerk by Friday 26th of September. Any items submitted after that date cannot be considered.

Date of the next meeting 6th October 2025