



South Hinksey Parish Council

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

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The Annual Meeting of South Hinksey Parish Council will be held at 7pm on Wednesday the 11th of May 2026 in the South Hinksey Village Hall

Councillors: You are hereby summoned to attend the Annual Meeting of the Parish Council for the purpose of transacting the business itemised below.

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.

6th May 2026

AGENDA

26/019 To elect the Chair of Council Meetings for the year 2026/27.

26/020 To complete Declaration of Acceptance of Office

26/021 To receive apologies for absence.

26/022 To elect the Vice Chair of Council Meetings for the year 2026/27.

26/023 To complete Declaration of Acceptance of Office

26/024 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.

26/025 Approval of the draft Minutes of the Parish Council Meeting held on the 13th April 2026: Council to review and approve the draft minutes as a correct record.

26/026 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 five 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.

26/027 To review and confirm Council's Standing Orders. Paper 1

26/028 To review and confirm Council's Financial Regulations Paper 2

26/029 To review and agree Council's Risk Assessment Paper 3

26/030 To review and confirm Council's annual subscriptions. Paper 4

26/031 To review and confirm Council's Insurance. Paper 5

26/032 To review and confirm the Direct Debits approved by Council. Paper 6

26/033 To review and agree the following policies: Paper 7

- a. Complaints Policy
- b. Freedom of Information Policy
- c. Information & Data Protection Policy
- d. Media Policy
- e. Employment Policies (Anti-Bullying / Grievance)
- f. Equality and Diversity Policy
- g. Scheme of Delegation Policy
- h. Grant and Donations Policy
- i. Records Management and Retention Policy

26/034 To Confirm Burial Ground Rules and Regulations Paper 8

26/035 To confirm General Power of Competence and Wellbeing Paper 9

26/036 To confirm the OSMOG Code of Conduct, in accordance with the Localism Act 2011. Paper 10

26/037 To Review the Council's Asset Register and to note that the Chair's medallion is now with Cllr Denby Paper 11

26/038. Appointments to Working Groups, both Councillors and Parishioners.

- a. Cycle/Footpath
- b. Flood Alleviation
- c. A34 Noise Reduction
- d. Woodland Advisory Group
- e. Hinksey Hill Weight Limit Group
- f. Botley Traffic Advisory Group

26/039. Reports from County and District Councillors

26/040. Review of Actions from the Minutes: Report on progress of outstanding items which do not require further decision. Paper 12

26/041. Clerk's Report Paper 13

COUNCIL MATTERS (Total 60 minutes).

26/042. Planning applications

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

26/043. Finance:

- a) To agree the rental of a royal mail post office box at a cost of £499.80 for twelve months. For the second time the agreed bank payments have not been executed by the bank signatories and Council is in debt. The Clerk is concerned that the Council's use of her address will have an effect on her credit rating so will no longer be using her personal address for Council business. Paper 14
- b) To note PWLB Annual Statement. Paper 15
- c) Approval of Receipts and Payments against Budget since last Council Meeting. Paper 16
All agreed payments to be authorised by Bank Signatories as soon as possible after the meeting.

26/044. Reports from Working Groups

- a. Cycle/Footpath
- b. Flood Alleviation
- c. A34 Noise Reduction
- d. Woodland Advisory Group
- e. Hinksey Hill Weight Limit Group
- f. Botley Traffic Advisory Group

26/045. Annual Parish Meeting – to consider how its recommendations should be managed and brought to the next meeting of Council.

26/046. To note the injury sustained by the Clerk because the top of the Village Hall Noticeboard was locked and to appoint a committee of non-involved Councillors to investigate and report back to Council in writing. Paper 17

26/047 Items for information or next Agenda only – all items for the next agenda to be submitted to the Clerk by Friday 25th of May. Any items submitted after that date cannot be considered.

26/048 Date of the next Meeting. 1st June 2026