

**Minutes of the South Hinksey Parish Council
at South Hinksey Village Hall**

Monday 22nd July 2013

Present: Sarah Balaam (Vice-Chair) from item 5, Christine Chater, Sheridan Edward (Clerk),
Matthew Frohn, Maggie Rawcliffe (Chair)

 Cllr Bob Johnston (OxonCC) – absent for items 7, 8, and after item 11

Parishioners: None

1. Apologies

Liz LeFevre.

2. Declarations of interest

None.

3. Parishioners' comments

None.

4. Minutes of June 2013 meeting

Read and agreed.

5. Matters arising

Parker Road verge. The weed killing had been completed but debris still needed clearing. **Action: SE to chase with BGG.**

Lorries on St Lawrence Road. MR reported that she had met with Lee Turner who agreed to erect an 'Unsuitable for HGVs' sign at the entrance to the village to deter lorries.

Redbridge Hollow. MR reported that she attended a meeting about the state of the traveller site and surrounding area. The County Council agreed to erect a 3m high fence at the back of the site to deter littering: once it was erected the City Council would be responsible for the removal of rubbish from the other side of the fence. It is likely that overt cameras could be sited along the fence. A map would be created of the site and surrounding area to clarify the boundaries for each authority. The County Council and District Council also agreed to carry out a clearance of the existing rubbish at the entrance to the site.

Bridge over Hinksey Pond. SE contacted the City Council who in turn informed Network Rail, and work to repair the walkway over Hinksey pond has now been completed.

6. Finance – payments and receipts

Payments

BGG Garden and Tree Care	June maintenance	£480.00
BDO LLP	External audit 2012/13	£120.00
South Hinksey Village Hall	Hire for April 2013 to March 2014	£240.00
Maggie Rawcliffe	Expenses for May and June	£33.58
Sheridan Edward	Reimbursement of ragwort pulling fee	£100.00

Receipts

Forestry Commission	2 nd install. Community Woodland grant	£1153.60
Oxfordshire County Council	Grass cutting grant 2013/14	£973.22

7. Planning applications

P13/V1180/FUL, Bagley Croft Lodge, reapplication for creation of new vehicular access

The planning application was refused on the grounds that it lacked adequate sight lines at the junction with Hinksey Hill; it didn't provide satisfactory and safe circulation for vehicles and pedestrians; and it failed to demonstrate that it wouldn't have a further adverse impact on trees.

P13/V1492/HH, Fairfield, Badger Lane, erection of single storey side extension

The Council raised no objections.

P13/V1512/HH, Shalmansers Palace, extensions and new second floor

The Council noted that the volume increase limit should have been 30% rather than the 40% stated in the design statement, and therefore the designs exceeded the permitted limit. **Action: SE to reply to Planning.**

8. Correspondence

VoWHDC Local Plan. The Leader of VoWHDC, Matthew Barber, had posted a video answering questions about the local plan. **Action: SE to forward link to councillors.**

Review of polling stations. VoWHDC is carrying out a review of its polling stations and invited the Council to give its views on the current arrangements. The Council felt that the current polling station, the village hall, was the only suitable venue, and did not know of any other venues suitable for emergencies.

Railway electrification. The Council received information from Network Rail about the planned electrification work, of which the replacement of the footbridge is a part. As part of this, they will need to clear all vegetation within 6.6m of the outside running rail on both sides of the track. However, they gave assurances that this would only be carried out following relevant ecological surveys.

9. County Councillor's Report

BJ's report regarding the Big Society Fund and Area Stewardship Fund was discussed under item 11, Hinksey Hill Traffic Issues. BJ also reported that, following his discussions with Highways, it was expected that work on the collapsed road at Hinksey Hill would be completed much earlier, by Christmas 2013 rather than summer 2014, as it wouldn't be sent out to tender but would be dealt with by their contractor, Atkins.

10. District Councillor's Report

BJ reported on behalf of Ron Mansfield that a new taxi tariff was been introduced, including provision to ensure a nighttime taxi service in the district.

11. Project updates

A34 Issues. No update.

Hinksey Hill traffic issues. LLF, CC, and MR had attended a meeting with Highways to investigate the installation of a vehicle-activated sign (VAS). A site had been identified and a quote obtained for between £3500 and £3750. BJ stated he would be prepared to make a contribution of £1.5k from his Big Society Fund (BSF). However, he believed that the Area Stewardship Fund (ASF) was not currently available for capital projects. The Council was disappointed that the ASF was unavailable for the project as the County Council had previously promised to contribute c.£3k towards the project. However, the Council was keen to obtain the VAS as soon as possible and the Council agreed to fund any shortfall in order to ensure its provision. **Action: SE to complete BSF form and investigate ASF criteria further.**

Community Woodland. SE reported that work to remove the ragwort in the woodland had been carried out by a husband of one of Riki Therivel's students. Ten hours of work had been completed with priority given to the areas closest to the fields containing horses. Ragwort had been cleared up to the legal minimum standard, however there was still very significant growth. SE asked BGG for a quote to further remove ragwort and was waiting on a response. It was also felt that as the trees grow they would suppress the ragwort's growth. MR reported that a parishioner, John Tolson, had offered to produce a film about the community woodland. The Council was happy for it to be made and MR and Riki Therivel would meet with John Tolson the following week. **Action: SE to chase BGG.**

12. Footbridge over railway

MR reported the campaign had been taken up by the city and district councils, and that Matthew Barber and Bob Price would be meeting to discuss the problem. The District Council are considering preparing a financial package to help meet the cost of ramps should they be agreed on.

13. Parish Emergency Plan

SE had been in contact with Bob Lightfoot from West Oxfordshire District Council, who had installed many sand bunkers. He confirmed that the sand bunker would hold sand enough for c.500 bags and would cost between £2,500 and £3,000. SE discussed the limitations of the site, however, Bob stated his team might be able to quote for and install a bunker to a different design, although the cost might be slightly higher. MF felt it would be useful to carry out a survey to ascertain how many sandbags were required by the village, to help with emergency planning. MR reported that she had told Dave Cullen that the bunker was still under consideration. **Action: MF to carry out survey.**

It had been reported to the Council that the District Council might be withdrawing its sandbag provision for communities. SE stated that at the community emergency plan meeting earlier in the year, Paul Wilson had assured him that there would be no reduction in the District Council's response, and that any local sand store would only be required as an emergency stop gap. **Action: SE to confirm again with Paul Wilson.**

SE confirmed that a pallet of salt had been ordered for delivery in the autumn. SE had asked whether it was possible to have the order in smaller bags for easier transportation to areas on Hinksey Hill and was awaiting a response.

14. Communication with local government officers

CC reported that she'd met with Matthew Barber, Leader of VoWHDC. He was very sympathetic to the situation and stated that liaison meetings did take place, he'd ensure that the Council was involved in the meetings, and that the Council would also be invited to an annual meeting later in the year to discuss the problems. He also agreed to raise the possibility of reinstating the Parish Charter at a full Council meeting.

15. Finance Report

SE reported that the external audit raised no issues and the only recommendation from the internal audit was that cheque stubs be signed by both cheque signatories. SE confirmed that this was the practice as of the previous month. The annual return was presented to the Council, and it was approved and accepted.

SE reported that the finances for April to June 2013 were stable with expenditure and income on track with the exception of burial income which was currently below expected.

The Council wish to thank and commend the Clerk for the excellent accounts and finances.

16. Cycling on the Devil's Backbone

SE reported that he had been liaising with Arthur Pritchard from the City Council who confirmed that they were the owners for the footpath, which was in turn leased to Nick Frearson. Neither the City Council nor Nick have any objections to the work. Arthur was drawing up a license agreement for the signs. SE contacted Planning to ask whether planning permission was required. In order to process the enquiry they require a fee of £22.50. However, SE has investigated it and believes that any signs would require planning permission, and was investigating this further. The Council discussed and agreed on the position and design of the signs. **Action: SE to get quotes for signs and investigate planning permission.**

17. Report from the Neighbourhood Action Group

MR attended the NAG meeting at Abingdon Police Station on 27th June and the report had been circulated on SHInfo.

18. Any Other Business

Bagley Croft TPOs. CC had received no update on the TPOs at Bagley Croft. **Action: CC to ask for a meeting in order to get an update.**

Power cuts. There had been several power cuts on both Hinksey Hill and in South Hinksey village. Some of these were due to the hot weather, and some due to general weaknesses in old cabling. SSE had worked hard to restore power and provided generators. **Action: SE to contact SSE to pass on the thanks of the Council for their work and to ask for a report on the cause of the problems, in order to report back to parishioners.**

Pot holes. MF reported that more pot holes had appeared. **Action: MF to report via OxonCC website.**

19. Parishioners' feedback

None.

Date of next meeting:

Monday 2nd September at 7pm in South Hinksey Village Hall