

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

**Monday 3<sup>rd</sup> February 2014**

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**Present:** Sarah Balaam (Vice-Chair), Christine Chater, Matthew Frohn, Liz LeFevre, Maggie Rawcliffe (Chair)

                  Cllr Bob Johnston (OxonCC), Sheridan Edward (Clerk)

**Other attendees:** Cllr Matthew Barber (Leader, VoWHDC), Stephen Gibson (Wilsham Consulting), Peter Rawcliffe

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Time commenced: 7:30pm

**1. Apologies**

None.

**2. Declarations of interest**

SB – a personal interest in item 7.

**3. Public questions, comments or representations**

Stephen Gibson and Peter Rawcliffe attended the meeting to discuss item 16, which was brought forward.

**4. Minutes of January 2014 meeting**

The Council **resolved** to agree the minutes of the January 2014 meeting.

**5. Matters arising**

**Barleycott Lane.** SE was still to investigate sources of grants, including WREN. **Action: SE to investigate.**

**Bagley Croft TPO.** CC reported that the planning committee had confirmed the TPO. **Action: CC to draft a letter thanking Tim Stringer and to ask about the process for enforcement.**

**12 Manor Road.** 'MR' should have read 'MF'. Due to this, no action had been taken. However, it was noted that there hadn't been any noticeable movement of the bank.

**Redbridge to South Hinksey footpath.** There was no update. **Action: SE to chase Mark Sumner.**

**Permitted Development.** The Council had spoken to Planning who had confirmed that both queried permitted developments fell well within the criteria.

## 6. Finance – payments and receipts

### Payments

None.

### Receipts

None.

## 7. Planning applications

P14/V0106/HH – Ambry Barn, Isis Court – construction of suspended patio platform

The Council felt that the increased height of the hedgerow to the neighbouring property could lead to a significant reduction in light to the neighbouring garden. The Council also felt that the extended platform could increase overlooking of other properties. SB abstained from the vote on grounds of a personal interest. The Council **resolved** to raise no objections but to ask that Planning consider issues of overlooking and loss of light to neighbouring properties. **Action: SE to write to Planning.**

## 8. Correspondence

**A34 vegetation work.** The Highways Agency informed the Council that they will be carrying out work between 11<sup>th</sup> and 14<sup>th</sup> February to remove diseased trees from the side of the A34. All work will take place between 9pm and 6am. **Action: SE to circulate on SHInfo.**

**Right of Way Improvement Plan.** OxonCC are consulting on the new plan. The consultation finishes on 18<sup>th</sup> April. **Action: SE to add to March meeting agenda.**

**Kennington Road speed limit.** OxonCC have invited the Council to attend a site visit on 12<sup>th</sup> February at 9:30am. It was noted that it primarily affected the Kennington parish. No members were available to attend the meeting, but the Council supported the efforts of Kennington Parish Council. **Action: SE to reply to Highways.**

## 9. County Councillor's Report

Item 9 was moved to the start of the meeting, after which BJ left the meeting. BJ reported that the various parties in OxonCC were formulating their budgets, which would be moved on 18<sup>th</sup> February. BJ reported that the Village Hall was successful in its grant application from his Councillor Community Budget, and would received c.£1200. MR, on behalf of the Village Hall Management Committee thanked him. BJ would be attending the Members Flood Forum on 1<sup>st</sup> March. BJ would be attending a meeting regarding the electrification of the railway, and would put forward South Hinksey's case, regarding the provision of ramps as part of the replacement footbridge.

## 10. District Councillor's Report

None.

## 11. Project updates

**Community Woodland.** MR and SE reported that they had attended a steering group meeting of Wild Oxford, a project to improve and raise the profile of three nature reserves around Oxford, including Chilswell Valley. It was felt that the help Wild Oxford were looking for with the organization and participation in projects exceeded the

Council's resources. However, the Council was happy to help promote events within the community. SE noted that some of the future projects, such as promoting walking routes to Chilswell Valley, could be of wider benefit to the community and further the aims of the Community Woodland. **Action: SE to write to Andy Gunn at Wild Oxford to clarify the level and type of support from the Council.**

**Hinksey Hill traffic issues.** LLF reported that the Police continued to monitor speeding on Hinksey Hill. It was felt that the recent projects had reduced speeding.

## **12. Footbridge over railway**

There was still no news on the appeal from Network Rail.

## **13. Parish Emergency Plan**

After the recent flooding incidents, Adrian Porter, with the help of MF, had revised the emergency plan for flooding. The Council agreed the amendments.

## **14. Verge maintenance contract**

SE stated that BGG have provided a quote for the 2014 contract of £2900 +VAT, a £300 reduction due to the removal of the wildflower meadow portion of the contract. SE had also received for quotes for the wildflower meadow contract. The Council **resolved** to appoint Berinsfield Community Business for the wildflower contract at a price of £380 +VAT. **Action: SE to confirm with BCB and arrange a site visit with PR.**

## **15. Devil's Backbone cycling signs**

SE reported that he had been in contact with Richard Duddell from OCC. He took over from the officer dealing with the licence for the signs on the Devil's Backbone. He had drawn up heads of terms and would arrange for the licence. However, the previous officer had failed to mention the costs for drawing up the licence, and Richard Duddell stated that the Parish Council would need to meet the legal costs, approximately £150. The Council felt that this was unreasonable, as no previous mention had been made. **Action: SE to ask OCC to waive or reduce the fees.**

## **16. Flooding**

**Members' Flood Forum.** The Council were invited to send a representative to the forum on 1<sup>st</sup> March 10am to 2pm. It was felt that either Peter Rawcliffe or Adrian Porter were best placed to represent the community. **Action: MR to ask Peter or Adrian to attend. SE to reply to invitation.**

**Flood prevention scheme.** Stephen Gibson attended the meeting to introduce his company and discuss the possibility of a consultation to investigate options for local flood prevention schemes, such as a bund. He suggested an initial site visit with councillors, residents and Peter Dela, Drainage Engineer at VoWHDC. It was noted that Peter Dela had previously produced a report (c.2003) into possible options. It was felt that the report should be revisited before further action is taken, and depending on the outcome, a site visit could then be arranged with Stephen Gibson. Matthew Barber stated that VoWHDC would probably be unable to contribute towards the initial consultancy costs but could investigate help towards funding of any potential schemes. **Action: Matthew Barber and SE to contact Peter Dela and 2003 report to be circulated. SE to draw up draft letter of instruction for Stephen Gibson.**

**Larger flood prevention schemes.** Matthew Barber stated he would be attending the Members' Flood Forum, and then also a flooding summit at the end of March, where schemes such as the Western Conveyance and a swale at Sandford are to be discussed.

**Flooding letter.** SE had drafted a letter to Nicola Blackwood asking for her support in obtaining funding for flood prevention schemes. The Council **resolved** to approve the letter.

**Flooding Report.** VoWHDC had asked for reports into the recent flooding to help with future emergency planning. Adrian Porter had drafted a report. The Council **resolved** to approve the report with the final section omitted. **Action: SE to submit report.**

**Sewage overflow letter.** Anne Feather, clerk to Kennington Parish Council, had drafted a letter to Thames Water complaining about the incidents of sewage overflow in both South Hinksey and Kennington. The letter was amended by SE, Adrian Porter, and Peter Rawcliffe and John Mastroddi from Oxford Flood Alliance. Once a final version was produced it would be circulated to councillors for approval. Nicola Blackwood was also arranging for a meeting between South Hinksey and Kennington parish councils and Thames Water.

The Council thanked Adrian Porter, assisted by other members of the community, for his work on the parish emergency plan and the flooding report.

## 17. Council financial reserves

SE circulated a paper giving options to the Council of higher-interest savings accounts for the Council's reserves. It was noted that some other current accounts gave good rates of interest. However, it was also felt that any marginal return given current rates should be balanced against the administrative time and cost.

**Action: SE to investigate other potential accounts.**

## 18. Any other business

**CILCA.** SE reported that he had been awarded the Certificate in Local Council Administration.

**Litter pick.** LLF was to arrange a litter pick of Hinksey Hill, but it had been noted that all the litter had already been cleared.

## 19. Feedback from members of the public

None.

Time concluded: 9:45pm

MINUTES SUBJECT TO APPROVAL AT NEXT COUNCIL MEETING

Signed: \_\_\_\_\_  
Maggie Rawcliffe – Chair

Date: \_\_\_\_\_

Date of next meetings:  
3<sup>rd</sup> March 2014, 7:30pm, South Hinksey Village Hall

Abbreviations: OxonCC – Oxfordshire County Council; VoWHDC – Vale of White Horse District Council;  
OCC – Oxford City Council; MR/MF/SB/LLF/CC/SE/BJ – initials of meeting attendees