

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

**Monday 5<sup>th</sup> October 2015**

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

Geoffrey Ferres (Clerk)

**Other attendees:** Peter Rawcliffe

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**Time commenced: 7:30pm**

**1. Apologies**

Christine Chater, Cllr Debby Hallett (VoWHDC), Cllr Bob Johnston (OxonCC), Cllr Emily Smith (VoWHDC)

**2. Declarations of interest**

MR – Village Hall.

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

PR attended the meeting to discuss items 11 and 16.

**4. Minutes of September 2015 meeting**

The Council **resolved** to agree the minutes of the September 2015 meeting. MF reported that it is the unsigned, draft versions of past minutes which are currently available on the website.

**5. Matters arising**

**Village Hall.** Lesley Pollock of Henmans Freeth has written to the council at length. She does not see the necessity for the Draft Transfer for 2015. She advises that it would be more straightforward to proceed direct to a general vesting declaration from the Parish Council (as custodian trustee for the charity South Hinksey Village Hall) to the new Charitable Incorporated Organisation (South Hinksey Village Hall) with the Managing Trustees joining in. **Action: Clerk to forward the advice to CC and PR.**

**Green Belt Policy GS3.** Brett Leahy, Development Manager (Vale) has explained that because Green Belt Policy GS3 predates current national policy (called the National Planning Policy Framework) where it is in conflict or not in accordance with national policy, the latter has more material planning weight/influence. National policy has, for example, relaxed issues surrounding brownfield land and replacement buildings. Mr Leahy has agreed to attend the council's November meeting. It was agreed it would be prudent to start the meeting at the earlier time of 7pm. **Action: Clerk to make arrangements with Mr Leahy.**

**6. Finance – payments and receipts**

**Payments**

Payee	Reason	Amount	Power to act
BGG Garden and Tree Care	August grass cutting	£435.00	s96 HA 1980
Community Heartbeat Trust	Child defibrillator pads	£97.14	s137 LGA 1972

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Payee	Reason	Amount	Power to act
D Rawcliffe	Website expenses	£37.71	s137 LGA 1972
BGG Garden and Tree Care	September grass cutting	£435.00	s96 HA 1980

The Council **resolved** to approve the payments.

## Receipts

Payer	Reason	Amount
Hamel's Memorials	Hulbert memorial	£120.00
Midcounties Co-op Ltd - Funeral	Woolcott – interment of ashes	£150.00

## 7. Planning applications

### **P15/V2211/HH – Kestrel Lodge, Hinksey Hill Farm – alterations to dwelling to enclose carport and open storage area, creation of new parking spaces**

MR withdrew for this item and SB took over the chair during MR's absence. SB had reread the original planning conditions and said it seemed clear that permission for the carport and the outbuildings had originally been given on the basis that they would not and could not be incorporated into the building as this would have breached Green Belt policy GS3 limiting extension, alteration and replacement of existing buildings by reference to the volume and floorspace of the original building. It was felt that departure from these principles should only be approved by the Planning Committee. **Action: Clerk to submit an objection to the application on that basis.**

### **VE15/383 – 48 Manor Road – breach of planning control: creation of new vehicular access**

Rob Raynsford, Enforcement Officer (Planning) has written to the council in response to the clerk's request for investigation of an alleged breach of planning control. Mr Raynsford has visited the site, made an assessment, determined that there is a breach of planning control and written to the owner.

## 8. Correspondence

None. The council advised the clerk only to bring charitable appeals to its attention where there was a direct link with the parish.

## 9. County Councillor's report

BJ had sent a report to be read at the meeting. He reported that the transport plan (LTP4) had been passed at the most recent meeting of the County Council by two votes and said that he had no further update on the footbridge over the railway.

## 10. District Councillors' report

A report had been circulated to councillors.

## 11. Campaigns

**Footbridge over the railway.** PR said there was nothing new to report.

**Flood barriers.** PR said he had nothing to add to what had just appeared in ECHO. He was asked about the various possibilities for a flood barrier and outlined them briefly.

**Barleycott Lane.** Members were pleased to learn that Laura Hutchins, Area Steward for the Vale area, has informed the council that the County Council is planning to improve the surface of Barleycott Lane and make it more suitable for vehicles, at an estimated cost of £3,000. She asked if residents might make a contribution and it is understood two households have each offered £500 while emphasising they accept no legal liability whatever

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for the upkeep of the lane. **Action: Clerk to contact Laura Hutchins regarding the date when the work may take place.**

## **12. South Hinksey to North Hinksey footpath**

DH reported she had not had any success with the Co-op. Members were doubtful of the wisdom of attempting to create a public right of way and instead believed one final attempt should be made to communicate with the Co-op. MR mentioned she is a member of Midcounties Co-operative and GF drew attention to its forthcoming Half-Yearly Members Meeting in Oxford on 20<sup>th</sup> October. MR would consider attending and raising the matter there.

## **13. General Elliott**

The Clerk reported that no response had been received to the council's letter sent in July regarding progress on agreed work to improve safety and reduce noise. It was agreed it would be necessary to write again. SB felt it was important to distinguish between works that had formed part of the planning conditions for the car park and works that had been agreed more recently between the owners and the council. **Actions: SB to look up the relevant planning conditions; Clerk to write again to Helen Hazlewood, copying his letter to Cass Hazlewood.**

## **14. Track beside A34 between South Hinksey and Botley**

MF raised concerns about the narrowness of the track and its condition, and the lack of any safety barrier between the track and the road. The track was already used as a route to and from school but improvements were needed before parents and children could feel safe using it. SB felt this might be another project for the council to pursue. **Action: Clerk to include on agenda for following month.**

## **15. Traffic issues**

None, apart from those mentioned below.

## **16. Maintenance issues**

**Leylandii in the burial ground.** The Trust for Oxfordshire's Environment (TOE) has offered the council a grant of £2,400 towards the felling of the Leyland cypresses and their replacement with a hedge subject to the condition that the new hedge be planted at a spacing of five plants per metre with a 50/50 mix of hawthorn to native species. The Trust has also suggested the Leylandii cypress chippings could be used as a mulch for the hedge. **Action: Clerk to contact Carol Colclough again if he has not heard from her within the next week.**

**Wildflower meadow at burial ground.** PR expressed concerns over the performance of the current contractors and said he had ideas as to a more effective arrangement for looking after the wildflower meadow that he would like to put to the council at a future meeting.

**Thames Water.** SB was aware of a recent instance where the surface had not been reinstated following work. **Action: Clerk to write to Thames Water.**

## **17. 20mph speed limit in the village**

An amended draft consultation document had been circulated to the Council. MF wanted the document to say that the 20mph speed limit was designed to have a psychological impact as he had noticed it was actually not safe to drive even at 20mph in some parts of the village. **Action: Clerk to amend document.**

## **18. 30mph speed limit on Hinksey Hill**

LLF had contacted the Boars Hill Association and learned it did not seek a 30mph limit on the whole length of Hinksey Hill but was only concerned to obtain a 30mph limit in Boars Hill. LLF wanted the South Hinksey

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residents to be included in or informed of the Sunningwell Parish Council's consultation. **Action: Clerk to contact Colin Weyer of Sunningwell Parish Council.** LLF wanted the council to conduct separate but simultaneous consultations on the two speed limit proposals. Members were concerned this should not lead to delay in conducting the 20pmh consultation in relation to the village. It was felt any consultation should be circulated primarily via SHINFO within one week of the council's next meeting. LLF offered to draft a document combining the two consultations. **Action: LLF to draft new consultation document.**

## 19. Defibrillator and Village Emergency Telephone System

PR is making arrangements for the existing sign to be moved to the front of the building. MR had brought the child defibrillator pads to the meeting. **Action: Clerk to place the child pads with the defibrillator at the end of the meeting.**

Members decided to discuss the idea of a Village Emergency Telephone System with spouses and neighbours prior to a further discussion at the next meeting. **Action: Clerk to include on agenda for following month.**

## 20. External audit

The Annual Return for the financial year ended 31st March 2015 was approved by Council on 20<sup>th</sup> April 2015. It was now reported that BDO, the external auditor, had raised no issues. Nevertheless, Councillors wished to be reminded of the reason for the decrease in assets from £109,834 on 31<sup>st</sup> March 2014 to £30,894 on 31<sup>st</sup> March 2015. **Action: Clerk to contact his predecessor to clarify this.**

## 21. Any other business

**County Council Town and Parish Council event, 21<sup>st</sup> September.** MR had attended the event on the council's behalf. She wished to discuss the county's ideas for devolving services to town and parish councils with BJ and report to the next meeting.

**Vale of White Horse District Council's Town and Parish Forum, 16<sup>th</sup> November.** MR and LLF would represent the council.

**Change of Parish Clerk.** LLF had observed that the contact details for the parish clerk on the parish council notice boards would need to be amended. SB said her address also needed to be updated. **Action: LLF and MR to place laminated, up-to-date contact details on the parish council notice boards.** MR offered to arrange for the parish clerk's telephone number to be amended on the sign in the burial ground. **Action: MR to amend sign in the burial ground.**

## 22. Feedback from members of the public

None.

**Time concluded: 9.15pm**

MINUTES SUBJECT TO APPROVAL AT NEXT COUNCIL MEETING

Date of the next Parish Council meeting: 2<sup>nd</sup> November 2015 at 7pm  
in South Hinksey Village Hall

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