

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

**Monday 4<sup>th</sup> April 2016**

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**Present:** Sarah Balaam (Vice-Chair), Matthew Frohn, Liz LeFevre, Maggie Rawcliffe (Chair)  
Geoffrey Ferres (Clerk), Cllr Bob Johnston (OxonCC)

**Other attendees:** Matthew Carlos, Carol Colclough, Angela Kinnings, Anna Lamb, Peter Rawcliffe, Fiona Saugman and one other

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**Time commenced: 7.30pm**

**1. Apologies**

Christine Chater, Cllr Debby Hallett (VoWHDC), Cllr Emily Smith (VoWHDC)

**2. Declarations of interest**

MR – Village Hall.

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

Members of the public attended the meeting to discuss items 12, 13, 15, 17, 19 and 21.

Members of the public also raised a range of concerns about parking that related to use of the village as a "park and ride" location. Fears were expressed that this "park and ride" would increase significantly if a ramp on the bridge were to be installed.

Some of these concerns related to parking in St Lawrence Road during weekday office hours. FS said there was also a problem with weekend parking. This parking by non-residents not only made it more difficult for residents (especially those in Church Close) to park their cars but has obstructed ambulances needing to reach a housebound resident.

MC said this parking by non-residents also made it much more difficult for lorries that entered the village in error to extricate themselves from St Lawrence Road without damaging buildings or parked cars.

BJ said local Police Community Support Officers (PCSOs) will issue a penalty notice where a vehicle is causing an obstruction and he offered to send the Clerk contact details for the local PCSO.

SB said the Council has experienced difficulty in the past with requests for double yellow lines to be painted in the village.

BJ said the law also allowed OxonCC to create Controlled Parking Zones.

**Action: Clerk to investigate residents' parking schemes.**

**4. Minutes of March 2016 meeting**

The Council **resolved** to agree the minutes of the March 2016 meeting subject to replacing "to" with "on" in item 11 on page 2.

**5. Matters arising**

**Hinksey House, Hinksey Hill: proposed extensions and alterations.** The Clerk had written to VoWHDC expressing concerns that the application was misleading. VoWHDC has approved the application subject to conditions.

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

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**Parish Path Wardens.** The Clerk said he had found correspondence from May 2015 in which Adrian Porter had written to his predecessor offering to take on the role of Parish Path Warden and Sheridan had replied saying he had that responsibility. BJ said it was rather unusual for a Parish Clerk to take on the role of Parish Path Warden.

**Village Hall.** SB and LLF signed the documents on 14<sup>th</sup> March transferring the Village Hall to the new Charitable Incorporated Organisation.

## 6. Finance – payments and receipts

### Payments

Payee	Reason	Amount	Power to act
Oxford Green Belt Network	Annual subscription 2016-17	£15	s143 LGA 1972

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

### Receipts

None.

## 7. County Councillor's report

BJ said it now appeared that Network Rail's Hinksey Flood Alleviation Scheme may in the short-term increase the risk of flooding for 64 properties, mainly in South Oxford – until the flood relief channel has been constructed.

BJ said that OxonCC's proposal for a single-county unitary authority has been estimated to save £30m.

## 8. Planning applications

None

## 9. Correspondence

The Clerk reported that OxonCC had written on 22<sup>nd</sup> March to say that subsidised routes would run until the end of the school year on Wednesday 20<sup>th</sup> July. He had passed this information on to Linda Slater who had published it in Shinfo.

The Clerk said he had received a letter and invoice from Community First Oxfordshire (formerly Oxfordshire Rural Community Council) written as if to invite renewal of existing membership but he could find no evidence the Council has subscribed to the organisation in recent years and was not aware of any compelling reason for it to do so now.

## 10. District Councillors' report

DH and ES had circulated a written report in which, members noted, DH had drawn attention to circumstances in which a Planning Inspector had upheld refusal of a planning application for housing in spite of acknowledged housing need and VoWHDC's lack of an adopted Local Plan.

## 11. Annual Meetings

The Council resolved that the Annual Parish Meeting would be held at 7pm on Monday 16<sup>th</sup> May followed at 7.30pm by the Annual Meeting of the Parish Council.

MR informed the Council that she will by then have served as Chairman for six years and felt she did not want to serve for another year. SB, ~~and~~ MF both said they were not in a position to put themselves forward.

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## 12. Heavy Goods Vehicles in South Hinksey village

MR reported that OxonCC's Lee Turner had yet to confirm what OxonCC would do and what the Parish Council was asked to do. LLF confirmed in answer to a question from FS that Lee Turner had assured the Council that OxonCC would carry out its work in April or May.

MC said he had stopped another lorry as it was proceeding down St Lawrence Road about 2.10pm that very afternoon. He agreed to send photographs to the Clerk.

FS said her wall had been knocked down four times in the space of five years.

MC suggested a reminder on Shinfo of the need for residents to ensure only smaller lorries are sent to carry out tasks in the village. He agreed to draft a notice. This was agreed by the council.

**Actions: Clerk to investigate the laws on weight restrictions. MR to chase Lee Turner for confirmation and schedule.**

**MC volunteered to draft a notice for Shinfo.**

## 13. Campaigns

**South Hinksey to North Hinksey footpath.** The Clerk has contacted Edward Parker from Midcounties Co-op again and he has replied that he was embarrassed that the Council has had to chase him again. He apologised and said he has passed the Council's enquiry to the head of their Property Department to get it resolved.

**Footbridge over the railway.** MC explained that concerns about the provision of ramps related to impacts of four kinds: aesthetic, crime, environmental and traffic. He felt there should be a proper study of all these impacts before a decision is taken. MR reported that, in The Parish Plan (2005) the community expressed a need, which the PC supported, for a ramp to provide equal access for all over this bridge. MC believed the Council's support for ramps could be regarded as inappropriate due to population changes with the passage of time.

BJ said he understood decisions as to the replacement of the bridge lay solely with Network Rail under the Transport and Works Act 1992. BJ also noted that any consultations would be difficult and very expensive

**Flood barrier.** MF reported that he had seen from VoWHDC's website that the planning application submitted by the Environmental Agency on 9<sup>th</sup> March has been registered today. The Clerk reported that the consultation period would therefore have closed before the Council's next meeting.

## 14. Grounds Maintenance

The Clerk reported that BGG had also contacted him about an unpaid invoice for a cut it said it had undertaken on 31<sup>st</sup> October 2015. It was agreed a cut had taken place around that date and the invoice should be paid. **Action: Clerk to prepare a cheque for signature at the next meeting.**

## 15. Her Majesty the Queen's 90<sup>th</sup> birthday

The Council **resolved** to submit an application for a VoWHDC Queen's Birthday Celebration Grant for the celebrations of Her Majesty the Queen's 90<sup>th</sup> birthday planned for the weekend of 11<sup>th</sup> and 12<sup>th</sup> June 2016.

**Actions: LLF to complete and submit the application form. GF to apply for the Road closure order.**

AL asked if the Council had considered any other location for the village street party other than Manor Road. and was told no other site had been considered. MR stated the reasons for using Manor Rd were its proximity to the hall, the equipment and facilities provided in the Village Hall, (toilets, kitchen, tables, chairs, etc.) and an easy fall back should it rain. AL suggested that if an event were held in the vicinity of Church Close, it might be possible to use the toilets in St Laurence's Church. MR stated that this site would mean much more work for volunteers moving tables chairs etc.

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## 16. Oxfordshire Local Enterprise Partnership's Strategic Economic Plan refresh

The Council had been contacted by the Need not Greed Oxon coalition urging it to respond to the public consultation about the refresh of the Oxfordshire Local Economic Partnership's Strategic Economic Plan, which will close on Friday 20<sup>th</sup> May. The Council **resolved** to deal with the matter at its next meeting.

## 17. General Elliott

MR reported that the bins had not just been emptied but removed. MF said it appeared people were living at the pub.

AL was concerned that the village should be alerted to any future applications relating to the pub and she was given an assurance that the Clerk would be expected to arrange this.

## 18. Track beside A34 between South Hinksey and Botley

LLF read from a message sent by ChCh who had recently travelled the whole length of the track and reported no problems with the track other than near the South Hinksey event. **Action: LLF to report the problem via FixMyStreet.**

## 19. Burial ground

AK said she felt the burial ground looks appalling at the moment. It was generally agreed it would be quite a few years before the new hedge had grown tall enough to reduce the visual impact of the reinstated chainlink fence.

Regarding what to do in the meantime, CaCo said she would ask her landscaper for advice.

CaCo asked in the long term to what height the Council would limit the hedge. It was agreed the hedge should be at least as high as the chainlink fence. CaCo said she would prefer the hedge to be allowed to grow to a height of six feet.

The Council **resolved** to reseed the bare earth on either side of the reinstated chainlink fence.

It was reported that the burial ground's brown bin is missing and it was agreed to try to find out where it had gone.

*MC* MF said it appeared alcohol was being consumed regularly in the burial ground and small bottles were being discarded there. FS said her husband has seen people drinking in the burial ground. The Clerk said that the law – in the form of Article 18 of the Local Authority Cemeteries Order 1977 – has created a number of specific offences in cemeteries. In that case, it was agreed it might be appropriate to report drinkers to the police.

## 20. Commemorating Elizabeth Halcro

The Council **resolved** to support the provision of a tree as a memorial to Elizabeth Halcro and to consult Father James as to whether it would be better located in the churchyard or the burial ground.

## 21. Traffic issues

**Speed limits on Hinksey Hill and in the village.** LLF had obtained information about the distribution list for Shinfo and it was agreed new parishioners should always be encouraged to have themselves added to the list.

**Action: Clerk to agree with LLF and ChCh the arrangements for distributing the survey to Hinksey Hill residents.**

AK said she felt the speeding was by some of the villagers and she doubted that lowering the speed limit would change their behaviour. Instead she believed drivers needed to be forced to reduce their speed, for example by installing speed humps.

**Trench on Hinksey Hill.** LLF had seen a report of a second cyclist injured in an accident caused by the trench reported to the Council and OxonCC by Mr Collins.

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*R. Coiffe*

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

*09/05/16*

## 22. Maintenance issues

**Noticeboards.** MR is waiting for an estimate from Dave Cullen. The Clerk had yet to check the insurance policy.

**Betty Lane stile.** LLF had photographed the damage as agreed. Members were reminded that when Betty Lane residents were last consulted four had wanted the stile reinstated and only one had wanted it removed for the convenience of cyclists and motorcyclists. SB reminded the Council that a few years ago permission had been refused on safety grounds for replacing the stile with a gate for the convenience of cyclists. **Action: LLF to contact OxonCC's Mark Sumner.**

**Dog waste bin.** It was reported that the dog waste bin on Parker Road needed to be repaired. FS said it had been broken for two and a half years. It was unclear to whom this matter should be reported, VoWHDC or its contractors.

## 23. Any other business

None.

## 24. Feedback from members of the public

FS thanked the Council for getting the agenda published via Shinfo.

## 25. Reserved business: staffing matters

The Council **resolved** that, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw, excluding them to prevent the disclosure to them of exempt information: in this case information relating to a person.

**Time concluded: 9.35pm**

MINUTES SUBJECT TO APPROVAL AT NEXT COUNCIL MEETING

Date of the next Parish Council meeting: 9<sup>th</sup> May 2016 at 7.30pm  
in South Hinksey Village Hall

Signed:  \_\_\_\_\_

Date: 09/05/16 \_\_\_\_\_